

**CITY OF IVANHOE**  
**MONTHLY MEETING MINUTES**

October 10<sup>th</sup>, 2019

6:30 PM

Meeting was called to order by Mayor Bennett at 6:30 PM. Quorum established with all members present. Marshal Terry Riley and City Attorney Brad Elrod were present. There were 23 individuals present in the audience. Councilman Vonderlin provided the invocation and Mayor Bennett led the Pledge of Allegiance.

**Agenda Item #1 – Consent items**

Mayor Bennett asked if there were any of the consent agenda items needed to be removed. With no items to be removed and receiving no objections to approving the items, Mayor Bennett declared the consent agenda approved including the minutes of the Regular meeting September 12<sup>th</sup>, 2019, and Special meeting October 1<sup>st</sup>, 2019.

**Agenda Item #2 – Ordinance # correction**

Mayor Bennett informed Council there had been a duplication of numbering on the Ordinance approving the bond proceeds and interest rate and the Ordinance approving the FY-2020 Budget. Councilman Vonderlin made the motion to change the Ordinance number for the FY-2020 budget from #2019-4 to #2019-7. Councilman Herrington submitted the second and the motion passed unanimously.

**Agenda Item #3 – Mayor’s report**

Mayor Bennett provided information on several items:

- A) The FAST grant for a new brush truck for use by the Ivanhoe Volunteer Fire Dept. was approved by the Texas Dept. of Agriculture. Now the formalities of formal bidding and other documentation commence.
- B) The application for funding from the Texas Water Development Board to raise Ivanhoe Dr below Ivanhoe dam and increase the size of the drainage will be on the January agenda of the Water Development Board in the form of a forgivable loan.
- C) The grant application for the Community Block Grant to complete Durwood Dr. with an all-weather surface has been approved. Unless Congress changes the program and funding the city

will be funded in the second year of the allocation. About a year from now the process for getting engineering and construction will begin.

- D) The funds for the 75979 grant are allocated, the guidelines for method of distribution is being finalized by the Council of Government. Tentatively the funds should be released early in 2020.
- E) Proceeds of the \$2 million bond issuance were deposited to the city investment depository shortly before 10 AM this morning.
- F) Mayor Bennett expressed the importance of approval of the sales and use tax that will be on the November 5<sup>th</sup> ballot; the Mayor also clarified that the 1 ½% sales and use tax is the amount of sales tax already being collected. If the ballot item does not pass the city will not collect any sales tax, and stressed the importance of getting the word out. Councilman Herrington asked what resources the city has to get information to voters. Mayor Bennett said the information is being presented at every meeting including the Property Owners Association meeting, and also on the city website and on the Association Facebook page, and all of the different Facebook pages in Ivanhoe.
- Additional information: Reminder of the Candidates forum hosted by the Ivanhoe Civic Club on Saturday following the Property Owners Association meeting. Neither the city nor Council members have a Facebook page due to the expense of record archiving of all social media that Council or staff might engage in.
- G) Mayor Bennett explained that she and Councilman Morris had met with Tyler County Chief Appraiser Mr. David Luther regarding the question/comment at the September meeting regarding the city providing a property tax exemption for over 65 property owners, or disabled persons. Mr. Luther is working on figures for the Council to discuss for the impact an exemption would have.
- H) Dollar General expects to move in to the new store on November 4<sup>th</sup>, and the store should be open to the public 3 days later. Notice has been posted on the front of the store that employment applications are being accepted through the company's website.
- Mayor Bennett concluded her report with short comments that a new contact/representative has been assigned to Ivanhoe by the contractor for the Texas Dept. of Emergency Management. Hopefully the change will not affect the processing of the reimbursement requests that have been filed on the 2015 flood recovery project. New city population figures have been released by the Texas Demographic Center. As of January 1<sup>st</sup>, 2019, Ivanhoe has an estimated 2009 full time residents. The Mayor noted how important it is in the upcoming Census that everyone be counted where it counts-in Ivanhoe. Grant funds heavily reliant on the census population count, as is the ability of the city to attract additional business.

#### **Agenda Item #4 – Supervisor of Dams report**

Mr. Rusty Harrison had previously submitted his written monthly dam inspection reports for inclusion in the Consent Agenda. Mr. Rusty Harrison informed Council:

- The Public Works crew has removed the metal plate that had been on the inlet side of the Camelot Dam emergency release pipe. Now the valve will function as designed if the lake level needs to be dropped.
- He is still concerned about the sloughing on a portion of the upstream side of Tristan Dam. Councilman Warren asked if any decision has been made in regards to awarding the bid for replacing the bulkhead on Tristan Dam in order to halt the sloughing. Mr. Harrison recommended the Council have a meeting to decide what the city plans to do. Mayor Bennett noted that she intends to call a special meeting/workshop session later in the month and the matter will be taken up then.

The report was information only and no action was taken by Council.

#### **Agenda Item #5 – Municipal Court report**

Neither Judge Rader nor Judge Haney were present. Court Clerk Malissie Taylor provided the report on court collections for September: \$795 in fines had been collected of which \$540.50 was retained by the city and \$254.50 was sent to the state. The report was information only and no action was taken by Council.

#### **Agenda Item #6 – City Marshal report**

Marshal Terry Riley reported there were 38 calls in Ivanhoe in September, 25 were responded to by the Ivanhoe Marshal's Dept. & 13 by Tyler County deputies. Since January his department has responded to 413 calls, with 163 citations issued. There was a major chase that started in Ivanhoe right at the beginning of the month. It resulted in a lot of paperwork having to be filled out. Councilman Priddy asked how the new CopSynch computer system is working for the Marshal's Dept. Marshal Riley responded that the system saves a lot of hours for officers because many of the reports can be done in the field, it helps with racial profiling reports that have to be filed with the federal government and several other reports. The report was information only and no action was taken by Council.

#### **Agenda Item #7 – Public Work's Report**

Public Work's Director Mr. David Marshal observed that a lot is going on in the Public Work's Dept.

- The crew has placed about 1/3 of the recycled asphalt material provided by TX Dept. of Transportation. Drainage at most of the locations is being improved as the material is placed.
- Mr. Lee Baker has resigned and Mr. Marshall is working the grader.
- Ditches are being reworked for proper drainage approximately 100 feet on either side of new culvert installs.
- Fuel tank for off road diesel is being ordered/delivered in the next week. Discussion occurred about how much fuel is used each month and regarding the need for a gas tank as well. At this time just a 500 gallon tank for diesel will be ordered.
- To address the weed and grass growth on street right of ways, a herbicide program is being developed, which is expected to be less time consuming for personnel compared to mowing. The equipment will cost less than \$3,000. The main expense will be for the herbicide.

Councilman Herrington commented that the R.A.P. that was placed on Stonehenge is awesome: it keeps dirt from washing downhill onto Charmaine Dr. South. He asked when Linda Lane would receive the same treatment. Councilman Vonderlin asked the status of the replacement material packer. Mr. Marshall responded that he is in discussion with the sales agent for Wacker Newsome on a commercial grade unit. The cost of the diesel powered unit is about \$6,000. Councilman Warren asked how quickly the packer is needed. Mayor Bennett noted research for the best unit is underway and the purchase has been approved. Mr. Marshall will get the delivery schedule to Council. A question was presented about the safety manual for the Public Works Dept. Mr. Marshall said it is currently being reviewed and will be submitted to Human Resources soon.

The agenda item was information only, no action was taken by Council.

### **Agenda Item #8 – Chanticleer Street work**

Mayor Bennett said a special meeting/workshop of the Council is needed to discuss what needs to be done on Chanticleer and also Tristan Dam. She polled the Council for availability and the set October 26<sup>th</sup> at 6:30 for the special meeting.

### **Agenda Item #9 – Planning & Zoning Commission report**

As liaison to the Planning & Zoning Commission Councilman Vonderlin noted the Planning & Zoning Commission members have devoted a lot of time on the recommended changes to the Codified Ordinance over the past 6 months. The final “tweaks” occurred in the meeting the previous week. The recommendations have been emailed to Council for review. Mayor Bennett asked if the Council was ready for the first reading of the proposed changes. Councilman Vonderlin made the motion to accept the

recommendations on first reading. Councilman Morris provided the second and the motion passed unanimously.

#### **Agenda Item #10 – Code Enforcement Officer resignation**

Mayor Bennett observed that she really did not want to address the agenda item. She asked Mr, Joe McIntyre to come forward and to a round of applause presented a plaque of appreciation to Mr. McIntyre. Councilman Morris made the motion to accept Mr. Joe McIntyre's resignation. Councilman Vonderlin provided the second and Council approved to accept Mr. McIntyre's resignation.

#### **Agenda Item #11 – FY-2020 payroll schedule**

Councilman Vonderlin made the motion to adopt the payroll schedule which has employee payroll every 2 weeks (continuing the schedule from FY-2019). Councilman Morris submitted the second. Councilman Warren noted a correction needed to be made on the calendar dates for November. Councilman Vonderlin amended to his motion to adopt the payroll schedule with the correction, and Councilman Morris amended his second likewise and the motion as amended was passed unanimously.

#### **Agenda Item #12 – Bonds for Municipal Judge & clerk**

Councilman Morris submitted the motion to approve bonds in the amount of \$10,000 each for Judge Rader and Court Clerk Malissie Taylor for FY-2020. Councilman Priddy followed up with the second and the motion passed unanimously.

#### **Agenda Item #13 – FY-2019 Audit**

Mayor Bennett noted that it is time to arrange for the previous year financial audit. The city has been well served by Davis, Heinemann and Associates, CPA. The auditor assigned to the city has been available anytime the city has had a question about financial operations. Councilman Morris gave the motion to utilize the services of Davis Heinemann & Associates for the fiscal year 2019 audit. Councilman Priddy provided the second, and Council unanimously approved the motion.

#### **Agenda Item #14 – Contractors for FY-2020**

Councilman Priddy explained that the city requests proposals each year from contractors for materials and for work on streets that the Public Works Dept. cannot do. He made the motion to advertise for proposals from suppliers and contractors. Councilman Vonderlin provided the second and the motion passed unanimously.

#### **Agenda Item #15 – City Secretary vacation**

City Secretary C. D. Woodrome informed Council that he needs a break following the election and the bond issue work and before things get busy when grants begin to show up. He requested the time between Nov. 16<sup>th</sup> to 23<sup>rd</sup> (5 work days) for vacation. He noted that there would be 2 days of work and then Thanksgiving holiday would occur. Councilman Herrington made the motion to approve the vacation days, Councilman Warren provided the second and the motion passed unanimously.

#### **Agenda Item #16 – Election canvass**

Mayor Bennett reminded Council that the election canvass cannot occur until the election administrator has certified the votes (including provisional votes). Based on the election schedule she set the canvass of the November 5<sup>th</sup> general and special elections for November 14<sup>th</sup>.

#### **Agenda Item #15 – August 2019 Financial report**

City Treasurer C. D. Woodrome had submitted the spreadsheet of income and expenses for the month of September in the Council packet. Mr. Woodrome

Following the report Councilman Herrington made the motion to accept the financial report for September. Councilman Priddy submitted the second and Council approved the monthly financial report unanimously.

Mayor Bennett noted that she was moving the Communications from the Audience and Council comments forward prior to the Executive session.

#### **Agenda item #20 - Communications from the Audience**

Ms. Jill Longtin informed Council that the Property Owners Association has submitted application to Texas Parks & Wildlife for stocking grass carp in the lakes. TPW has informed the Association that fencing needs to be placed on the lakeside at the Camelot Dam low water crossing to keep the carp from traveling downstream during a flood.

Mr. Glenn Hodges requested the Council change the length of time that travel trailers are allowed on property. He noted that he had been informed by code enforcement that he must take his travel trailer from his property. He questioned if the owners of 28 other travel trailers that had been on property longer than 17 days had been notified.

**Agenda Item #19 – Council comments**

Councilman Vonderlin commended Ms. Valerie Weber and Mr. Jeff Heck and other members of the Planning and Zoning Commission for the considerable amount of work done updating the Codified Ordinance and bringing the recommendations to Council. Councilman Vonderlin also expressed thanks to Mr. Joe McIntyre commenting that Mr. McIntyre has served the city since it was incorporated in 2009 as Mayor of Ivanhoe North, then as animal control officer, as code enforcement officer and flood plain administrator.

With no further Council comments;

**Agenda Item #18 & #19 – Executive session: Contractor work on Charmaine East & Durwood**

Mayor Bennett recessed the regular meeting and called an Executive session at 8:04 PM per Texas Government Code 551.071 to consult with the city attorney regarding Agenda item #18.

Mayor Bennett reconvened the regular meeting at 8:15 PM.

Council took no action on Agenda item #18-Contractor work on Charmaine Dr. East & Durwood following the executive session.

**Agenda Item #22 – Adjourn**

Councilman Priddy made the motion to adjourn with a second by Councilman Herrington, and the meeting was concluded at 8:16 PM.

Respectfully submitted,

C. D. Woodrome, City Secretary