

CITY OF IVANHOE
REGULAR MEETING
MINUTES

December 12th, 2019
6:30 PM

Meeting was called to order by Mayor Bennett at 6:32 PM. Quorum established with all Council members present except Councilman Herrington. City Marshal Terry Riley and City Attorney Mr. Brad Elrod were also present. Ms. Patsy Morris provided the invocation and Mayor Bennett led the Pledge of Allegiance. There were 14 individuals present in the audience.

Agenda Item #1 – Recognition of Rowland Priddy

Mayor Bennett explained that former Councilman Rowland Priddy had received a plaque of appreciation and was recognized during a less formal gathering. One item that had not been pointed out during the occasion is that Mr. Priddy has been an active member of the Ivanhoe Volunteer Fire Department for 26 years and she gave an official Thank You for his service to the community.

Agenda Item #2 – Communications from the audience-Agenda items

None.

Agenda Item #3 – Consent agenda items

Mayor Bennett asked if there were any items on the consent agenda that needed to be removed. City Secretary asked that the minutes for the Nov 14th Council meeting be removed as they were not yet ready. Mayor Bennett then asked if there was any objection to approval of the remaining consent agenda. Hearing no objection Mayor Bennett called the consent agenda items approved including the minutes of the Variance hearing November 14th, 2019, Election canvass November 14th, 2019, Emergency meeting October 31st, 2019, and Public hearing/ Special meeting November 21st, 2019.

Agenda Item #4 – Mayor's report

Mayor Bennett provided information on several items:

- She had presented the city request for funding assistance for a Public Works work truck to the Alabama Coushatta Tribal Council, and expected to get a response from them any day.

- Had a meeting with the new TX Municipal League Intergovernmental Risk Pool representative including Mr. John Craven on behalf of the Friends of Ivanhoe to get clarification about city liability coverage for the “user groups” during use of the civic hall.
- Mr. John Craven has gotten a quote from Walling Signs for replacement Welcome to the City of Ivanhoe signs for replacing the deteriorating signs on the entrance monuments. He will be submitting a request to the Friends of Ivanhoe group to cover the cost of the signs.
- A response from American Legal Publishing has been received to make the changes as recommended by the Planning & Zoning Commission to the Codified Ordinance and which was approved by Council. The cost will be between \$1,000 and \$1,400. Since there are additional changes that are needed she said the approved changes will be posted on the city’s webpage and the updates to the codified ordinance will be sent to American Legal Publishing after the P & Z reviews, recommends and Council approves the additional changes that are needed.
- The city’s application for emergency financial assistance is on the TX Water Development Board’s agenda for their January meeting. The funds will be used to elevate Ivanhoe Dr. and increase the size of the culvert below the breached Ivanhoe Dam.
- Lastly, the Mayor confirmed that she is running for Tyler County Precinct #1 Commissioner.

Agenda Item #5 – Supervisor of Dams report

Mr. Rusty Harrison was unavailable. He had submitted his written dam inspection reports prior to the meeting for inclusion in the Council information packet. Mayor Bennett informed Council that the Charmaine Dam valve was being opened to drop the lake level about 6 inches in preparation for the contractor to clean the silt and vegetation growth from the stilling basin below the dam. Weather permitting the work will be done the following week. Lake Tristan will be lowered about a foot beginning in the next week or so in preparation for the bulkhead replacement project on the Tristan Dam. The agenda item was information only, no action was taken by Council.

Agenda Item #6– Municipal Court report

Judge Rader was attending Judge’s training, Court Clerk Malissie Taylor informed Council that the Judge’s monthly report was in the Council packet. There were 4 citations written during November and total fines collected were \$591.10 with the city portion being \$400.21. The agenda item was information only, no action was taken by Council.

Agenda Item #7 – Marshal office report

Marshal Terry Riley reported 26 calls in November with an additional 24 responded to by the Tyler County Sheriff's office. 4 citations were written and 8 warnings were given by city officers. The agenda item was information only, no action was taken by Council.

Agenda Item #8 – Public works report

Public Works Director Mr. David Marshal informed Council that he had been out of his office for a while providing TXDOT training. In the future he plans to provide email updates each month to the Council similar to the Supervisor of Dams. At this time a bit over ½ of the recycled asphalt material (RAP) received from TXDOT has been placed on 6 streets (approx.. 866 of the 1600 cubic yards, approx. \$4,000 in labor costs, \$23,350 worth of material and \$11,146 equipment at FEMA reimbursement rate). The next streets planned for getting the RAP material is Ivanhoe Dr. East and Ivanhoe Dr. West. Looking ahead TXDOT is expecting to have approximately 600 yards of RAP available at a cost of \$20 per ton. The city will have to arrange transportation. There is a 50/50 chance of the city getting the material. Meanwhile, crew members are being trained on the Gradall and the grader. The agenda item was information only, no action was taken by Council.

Agenda Item #9 – Junking/removal from inventory Marshal laptop

Mayor Bennett informed Council the 2012 Dell EG420ATG laptop had been dropped and was beyond repair. Additionally the unit operates on Windows 7 and after mid January would not be supported for security patches by Microsoft. Councilman Blackstone made the motion to junk the unit. Councilman Vonderlin submitted the second and the motion passed unanimously.

Agenda Item #10 – Agreement with Ivanhoe Volunteer Fire Dept. per CDBG requirements

Councilman Morris made the motion to authorize Mayor Bennett to sign the Agreement with the Ivanhoe Volunteer Fire Dept. for use of the FAST grant brush truck upon approval of the agreement wording from the grant writer to meet TX Community Block Grant guidelines. Councilman Vonderlin provided the second and the motion passed unanimously. Councilman Warren questioned how much the brush truck would cost for insuring. City treasurer responded that TML had given an estimate of \$1400 annually, but the first year would be pro-rated since the unit would take several months getting to the city, and the cost will be billed to the city at that point.

Agenda Item #11 – November 2019 Financial report

City Treasurer C. D. Woodrome reported the FY-2019 financial audit is nearing completion. Outside auditor Ms. Pam Huggins and co-auditor Diane Taylor spent Monday prior to Thanksgiving at city hall gathering documents and doing the things outside auditors do. There have been additional documents requested during the follow up phase. The audit should be ready for Council review by the January Council meeting. Standard &

Poor's has already requested the audit for review as pertains to repayment on the \$2 Million bond. The TML Intergovernmental Risk Pool auditor was at City Hall on Tuesday after Thanksgiving to review all the documents relating to Workmans Comp., Equipment and property insurance coverage and volunteers working for the city. That audit report should be arriving any day. The bank depository cleared a check then withdrew payment due to "irregular endorsement" by Gulf Coast Materials. It has required considerable time to make the journal entries. This is not the first time the bank has done something that has caused problems that have taken considerable time to get straightened out. A simple call by the bank for verification could have saved a lot of time and work by the treasurer and accountant. The TX Class statements for the four accounts are included in the Council packet and provide a listing of the daily interest rate. The spreadsheet shows for the final time the \$108,144.53 Reserve Fund amount. Those funds were transferred to the TX Class Reserve account on Nov. 14th, and in the future will show up on the TX Class statement along with the Bond funds, the Interest & Sinking account and any funds deposited for the General Fund to earn a higher interest rate. Mr. Woodrome provided info. On the Nov. ad-valorem receipt and I & S amount which came in after the end of the month. He concluded his report noting that he and Council will be looking forward to the sales tax figures for Nov. & Dec. when they show up in Feb. & March to get a preliminary view of what to expect from the sales at the new Dollar General store. Councilman Warren asked if the insurance coverage on the Gradall was included in the billing from TML that had been paid in October. Mr. Woodrome said the new equipment was not included in the billing, there will be an amendment to the coverage and TML will bill for the Gradall after the first of the year. The same thing will happen with the purchase of the FAST grant fire truck and any other equipment the city acquires during the year.

Following the report Councilman Morris made the motion to accept the financial report for November 2019. Councilman Blackstone provided the second and the motion passed unanimously.

Agenda Items #12, 13 & 14

Mayor delayed action on the agenda items until after the executive session.

Agenda Item #15 – Executive session

Mayor Bennett recessed the regular meeting at 7:09 PM for executive session pursuant to TX Gov. Code 551.072 for Agenda item #12 (lease agreement), 551.074 for Agenda item #13 (employee) and 551.071 for Agenda item #14 (legal counsel). Mayor Bennett called Council back into regular session at 7:31 PM.

Agenda Items #12 – Agreement with Rarity Communications

Mayor Bennett explained that the lease agreement with Cypher Communications must be terminated before an agreement with Rarity Communications can proceed for lease of tower space on the city owned tower.

Agenda Items #13 – Employee vacation schedule

Mayor Bennett noted that the City Secretary had not been able to take all his accrued vacation during FY-2019 and the unused vacation will carry forward to and must be used in FY-2020.

Agenda Items #14 – Warranty work on Charmaine Dr. East & Durwood Dr.

Mayor Bennett informed those present the matter is still in the works, no additional action required at this time.

Agenda Item #16 – Communications from audience-non agenda matters

None.

Agenda Item #17 – Council comments

Councilman Warren noted that the Public Works Dept. has added 3 part-time employees: Michael Billeaudeaux, Michael King and Ryan Ard working split week schedules. Councilman Morris presented an accolade to Mr. Ard for helping with moving furniture from the DETCOG office in Jasper to the Ivanhoe Marshal's office and city hall. Mayor Bennett clarified that the furniture was provided to the city at no cost due to the DETCOG office in Jasper being closed and those operations moved to Lufkin. She concluded the Council comments by wishing everyone a Merry Christmas.

Agenda Item #18 – Adjourn

Councilman Blackstone made the motion to adjourn with a second by Councilman Warren, and the meeting was concluded at 8:27 PM.

Respectfully submitted,

C. D. Woodrome, City Secretary