

CITY OF IVANHOE
REGULAR MONTHLY MEETING MINUTES
December 16, 2021
6:00 PM

Meeting was called to order by Mayor Bennett at 5:59 pm. Quorum was established with all Council present except Councilman Craven. City Attorney Brad Elrod was not present. Patsy Morris provided the invocation and Mayor Bennett led the Pledge of Allegiance. Council meetings are lived streamed on YouTube. The mayor recognized the loss of one of Ivanhoe's longtime residents, Lea Craven, who passed on December 15, 2021 from cancer. The mayor noted that the November 2021 Regular Monthly Meeting was canceled due to several city staff contracting COVID.

Judge Rader swore in the duly elected councilmembers: Tommy Morris, David Herrington and Skip Blackstone who were re-elected during the November 2nd, 2021 election.

Mayor Bennett asked if any questions or comments were posted on YouTube, or if anyone had signed up to address Council. There being none she then proceeded to the agenda.

Consent Agenda Items

Mayor Bennett asked if there were any items on the consent agenda that needed to be removed. There being none removed, the mayor declared the Minutes of Regular Meeting of October 21, 2021, Minutes of Street Workshop of November 9, 2021, Minutes of Election Canvass of November 12, 2021 and Dam Inspection Reports of October/November 2021 adopted without comment.

Agenda Item #1 – Discuss/Action Ordinance #2022-1 Declaring & Accepting the Results of the November 2, 2021 Election Canvass for Council Positions.

Councilman Warren read the canvass results of the November 2nd, 2021 election for three Council member positions. Total number of votes cast: 389. Skip Blackstone – 126, Tommy Morris – 106, David Herrington – 105, Laura Fregia – 52. The top three being declared as elected. Councilman Warren made the motion to accept the canvass of the November 2nd, 2021 election. Motion was seconded by Councilman Herrington and the motion passed unanimously.

Agenda Item #2 – Mayor's Report

- Mayor Bennett provided details for the Celebration of Life arrangements for Lea Craven. Donations can be made to the American Cancer Society or Woodville Baptist Church.
- The city conducted the TX General Land Office \$11.5 million grant kick off meeting via Zoom. The work will be done in 3 phases; Camelot Dam, Tristan Dam and Ivanhoe Dam. Land acquisition for those projects will also be done in 3 phases.
- The 2021 Annual Boat Parade was very successful. Thank you to Kelli Scroggins and others for getting prizes for Boat Parade; Judge Blanchette, Lisa Richardson, Bill Spurlock and Ron Garrett for judging the Boat Parade.; Gwynne Weigand for community center decorations, Heidi Leesom for decorating the substation and Jacque Black for decorating the office.
- Engineering procurement bid opening is scheduled for December 23, 2021.

Agenda Item #3 - Supervisor of Dam Report by Rusty Harrison

Mr. Harrison was not available to provide a report. Councilman Warren reported that \$10,000 has been allocated for removing additional trees and clearing brush on the Charmaine side of Tristan Dam.

Agenda Item #4 – Municipal Court Activity Report

Municipal Judge Rader provided a summary of her court activities:

Municipal Court Report for October 2021:

Total Fines & Court Costs Collected:	\$1,209.00
Total Fines Retained by the City:	\$ 799.00
Total Court Costs Sent to State:	\$ 410.00

2022 Fiscal YTD:	\$1,209.00
2021 Fiscal YTD:	\$ 562.00

Magistrate Activity:

3 Class C Misdemeanor Warnings
1 Felony

Municipal Court Report for November 2021:

Total Fines & Court Costs Collected:	\$1,949.00
Total Fines Retained by the City:	\$1,041.34
Total Court Costs Sent to State:	\$ 643.03
Total Collection Fees:	\$ 264.63

2022 Fiscal YTD:	\$3,158.00
2021 Fiscal YTD:	\$1,162.00

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

Agenda Item #5 – City Marshal Activity Report

Deputy Marshal Steve Drumm provided the summary of the Marshal Dept activities:

Total Calls/Activity for October and November 2021

Total of Activity Calls to Marshal’s Office	458
Total Calls Received from Tyler County Sheriff’s Office	38
Terry Riley, mostly Code Enforcement	140
Mike King, Service Calls	259
Steve Drumm, Service Calls	30
Steven Hoke, DA Office on Cases	8

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

Agenda Item #6 – Public Works Report by David Marshall

The Public Works crew is trying to catch up on culvert installations and work orders. Mr. Marshall explained he is working on making changes with internal operations for better efficiency. Councilman Morris inquired about the culvert installations on the upcoming street construction for Galahad Dam, Sherwood Forest and Sherwood Forest West. David Marshall stated that Public Works is ready. The detours at those locations will be for a few days, not two months as happened on Ivanhoe Dr. during the TX Water Development Board project. Anticipated start date is in January, but surface temperature must be at least 60 degrees and air temperature must be at least 40 degrees or above. Only one side of the street is expected to be closed at a time at each location.

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

Agenda Item #7 – Code Enforcement Activity Report

No report available at this time. New Code Enforcement official Jacque Black explained the city has had numerous responses after postcards were sent to residents to correct violations. She is currently following up on old Code Enforcement cases. One issue being dealt with is travel trailers in violation of the ordinance being moved from one part of Ivanhoe to another.

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

Agenda Item #8 – Discuss/Action Planning & Zoning Commission Recommendations

Planning & Zoning Commission Secretary Valerie Weber explained the Planning & Zoning Commission has reviewed the possibility of changing district boundaries along Friar Tuck North. Only two properties would be affected, so P&Z decided not to proceed with making arecommendation.

Agenda Item #9 – Discuss/Action on Bids Received for Roof Over Equipment Shed at Emily Facility

Two bids were received. Councilman Herrington recused himself due to being involved with one of the companies bidding. Councilman Blackstone stated he believes the city should receive additional bids. Public Works Coordinator David Marshall explained he has been trying to get additional bids, but to no avail. He commented that getting a roof installed has been postponed over a year which has resulted in over \$200,000 worth of equipment being exposed to the elements. He noted that both bids are close in comparison; \$19,500 from Tyler County Construction and \$21,711 from S & S Fencing & Construction. The quotes were only good for 15 days from issuance and have already expired. Councilman Warren made the motion to postpone action on the agenda item. Councilman Blackstone seconded the motion and it passed unanimously. Councilman Blackstone noted that he will get with David Marshall regarding the metal roofing panels.

Agenda Item #10 – Discuss/Action on Resolution #2022-3R Approving TX General Land Office Contract Documents & Authorizing Mayor as Signatory on GLO Grant Documents

Councilman Blackstone made the motion to approve Resolution #2022-3R, the TX GLO contract documents and authorize the mayor as signatory. Councilman Herrington seconded the motion and it passed unanimously.

Agenda Item #11 – Discuss/Action on Resolution #2022-4R Authorizing Submission of Texas Community Resiliency Program Grant Application to TX Department of Housing & Community Affairs (Following Public Hearing held earlier this date.)

Councilman Blackstone made the motion to approve Resolution #2022-4R, authorizing the submission of Texas Community Resiliency Program grant application. Councilman Herrington seconded the motion. In discussion Councilman Warren stated that future operating costs need to be determined. The Motion then passed unanimously.

Agenda Item #12 – Discuss/Action on Resolution #2022-5R Designating Cathy Bennett as Representative from the City of Ivanhoe on the Tyler County Appraisal Board for the 2022-2023 Term

Councilman Herrington made the motion to approve Resolution #2022-5R designating Cathy Bennett as the City of Ivanhoe representative for the 2022-2023 two year term on the Tyler County Appraisal Board. Councilman Morris seconded the motion. Councilman Warren asked for a description of the role of TCAB representative. Mayor Bennett provided a review of the duties including administrative oversight of staff, budget, audit and policy per state law. Appraisal Board representatives are nominated by their respective jurisdiction to serve on the board. The representative is totally separate from the Appraisal Review Board which hears and decides appraisal challenges. Following the clarification the motion passed unanimously.

Agenda Item #13 – Discuss/Action Adoption of Resolution #2022-6R Body Worn Grant Application & Office of the Governor Implementation Requirements

Councilman Warren made the motion to adopt Resolution #2022-6R authorizing submission of the Body Worn Camera grant application to the Office of the Governor and agreeing to implementation requirements. The motion was seconded by Councilman Morris and passed unanimously.

Agenda Item #14 – Discuss/Action on September 2021 Financial Report

City Treasurer C. D. Woodrome noted that there are three months' worth of financial statements for Council to act on: September, October, and November. Action on the September financials was postponed for review at the end of the fiscal year. There was no Council meeting in November due to office staff (including the Treasurer) being in covid quarantine. Mr. Woodrome explained that he has less of a hands on role with preparing the monthly reports after the move to QuickBooks Online. Andrew Business Solution is doing a majority of the report preparation and accounting, with the financial statements reviewed by the Treasurer and then forwarded to Council for review and approval. One issue that came up during the October financial review was a \$500 discrepancy between the income and expense for the FY-2022 budget. The accountant had input budget figures from the proposed budget and not the final adopted budget. The discrepancy was for Marshal Dept. training expense and the discrepancy has been corrected. Mr. Woodrome provided a review/description of the budget line items on the Oct. report so Council would have a better idea of how to understand the QuickBooks Online printout and also the different account reconciliation pages. He informed Council that he expects the FY-2021

audit to occur around the Christmas holiday when the auditors from Davis Heinemann & Company are not busy conducting school district audits.

November ad-valorem tax receipts totaled \$76,637.71, with \$61,653.56 going into the General Fund, and \$14,984.15 going to the Interest & Sinking account for repayment of the 2019 bond. Total outstanding ad-valorem taxes owed the city for current and delinquent taxes (going back to 2010-first year of tax collections) is \$856,171. The sales tax collection for Nov. came in at \$6,811.37.

Mr. Woodrome concluded his report with a review of the federal funds that will be opening up (as grants) in the next year thru the Infrastructure Investment and Jobs Act. Of the \$36.295 billion apportioned to the State of Texas, how much will be actually set aside for cities and counties has yet to be determined.

Following the Treasurer's lengthy report, Councilman Blackstone made the motion to accept the September 2021 Financial report. Councilman Warren provided the second and the motion passed unanimously.

Agenda Item #15 – Discuss/Action on October 2021 Financial Report

Councilman Blackstone made the motion to accept the October 2021 Financial report. Councilman Warren provided the second and the motion passed unanimously.

Agenda Item #16 – Discuss/Action on November 2021 Financial Report

Councilman Herrington made the motion to accept the November 2021 Financial report. Councilman Blackstone provided the second and the motion passed unanimously.

Agenda Item #17 – Discuss/Action Update Relating to Ontiveroz Legal Proceeding

No action taken.

Agenda Item #18 – Executive Session

No recess to Executive Session.

Agenda Item #19 – Communications from Audience – Other Items

No comments or questions from the audience.

Agenda Item #20 – Council Comments

Councilman Warren inquired about the entrance sign. Mayor Bennett stated that the city is waiting on Rarity Communications to setup a laptop in the substation to allow for remote access and control from city hall. A Quote of \$2,500 for assessment of the city IT (information technology) current status and requirements has been received from Rarity Communications and provided to Council for review.

Agenda Item #21 – Adjourn Meeting

Councilman Blackstone made the motion to adjourn the meeting, Councilman Warren made the second and the motion passed unanimously. Meeting adjourned at 8:25 pm.

Respectfully submitted,
C. D. Woodrome, City Secretary

Approved by Council February 17th, 2022

Cathy Bennett, Mayor