

MINUTES

**AGENDA
TOWN OF ANTHONY, TEXAS
REGULAR COUNCIL MEETING
MAY 13, 2019 AT 6:30 PM
401 WILDCAT DR, ANTHONY TX 79821**

THIS IS A DULY CALLED REGULAR COUNCIL MEETING OF THE TOWN OF ANTHONY, TEXAS POSTED IN ACCORDANCE WITH SECTION 551.002 AND 551.041 OF THE OPEN MEETINGS ACT OF THE TEXAS GOVERNMENT CODE.

PUBLIC PARTICIPATION DURING THE PORTION OF THE AGENDA FOR PUBLIC COMMENT IS LIMITED TO THAT PORTION ONLY. AT ALL OTHER TIMES DURING THE COUNCIL MEETING, THE AUDIENCE SHALL NOT ENTER INTO DISCUSSION OR DEBATE ON MATTERS BEING CONSIDERED BY THE PRESIDING OFFICER.

- I. CALL TO ORDER 6:30PM**
- II. INVOCATION/MOMENT OF SILENCE**
- III. QUORUM CHECK Mayor Benjamin Romero ✓ Mayor Pro-Tem Weeks-ABSENT Councilman Alfaro ✓ Councilman Garcia ✓**
- IV. OPEN FORUM FOR THE PUBLIC LIMITED TO TWO (2) MINUTES**

INTRODUCING PUBLIC COMMENT

“The Council encourages comments from citizens of the “Town”. Anyone wishing to speak, either as an individual or as a representative of a group, may do so at this time. The Town Council asks that comments pertain to “town” issues and be no longer than two (2) minutes.”

“Remember that the Town Council may not discuss or act upon any issues that are not posted on the agenda for tonight’s meeting. If an issue is listed on tonight’s agenda, the Board will defer discussion until the appropriate time during the meeting.”

- V. DISCUSSION AND ACTION ON THE FOLLOWING NEW BUSINESS:**
 - 1. DISCUSSION, CONSIDERATION, AND ACTION ON WATER AND SEWER RATES AS RECOMMENDED BY RATE STUDY PRESENTED BY NELISA HEDDING CONSULTING LLC→**

Nelisa Heddin presented a Cost Service and Rate Design Study Water and Wastewater Utility PowerPoint and explained water has an inherent value to fund infrastructure necessities for treatment and distribution. Water & Sewer needs to be in self-sustainable and it’s a fundamental building block for communities which we cannot live without. Nelisa recommended going on a Cost Based Rates with water & sewer. The Cost Based Rates for Water will be based on Meter Size and this proposed base will not include consumption. The Base Fee will help customers control over how much Town’s water rates will impact them. The current water Base Fee for customers is 3,000 gallons. The current volumetric fees or consumption for customers is residential \$3.22 per thousand gallons and commercial \$2.77 per thousand gallons. The average customer uses approximately 6,000 gallons in the Town of Anthony, Texas. The Cost Based Rates for Wastewater or Sewer have also been based on water consumption but with the new rates customers will get billed based on there winter average consumption. On the contrary, commercial will get billed based on their water consumption. The reason why it is recommended for winter rates average of wastewater or sewer is because it would be unfair to charge customers for summer irrigation: watering plants or filling up pools. The winter average customer use are approximately 3,000 gallons. The recommendation is to implement a new rate structure in order to freeing funds to support General Fund activities. It is recommended for water & sewer rates to be updated annually and continually monitor rates annually as part of budget planning cycle.

- 2. DISCUSSION, CONSIDERATION, AND ACTION ON TOWN OF ANTHONY WEBSITE PROPOSALS FROM GODADDY, AND DOBARDS LLC PRESENTED BY COUNCILMAN ALFARO AND NICK DOBARD→**

Nick Dobard LLC presented proposals for the Town’s website with an investment for the first year of a one time build fee \$2,499.99 and annual hosting fee of \$239.88 with a total of \$2,739.87. Nick also added an annual website care plan of \$1,000 that covers the design team maintaining and updating the site thought out the year with unlimited changes. In addition, it is recommended for the website to be secured with a plan of GoDaddy \$239.88 a year. This protection will keep

hackers away with daily scans for malware, unlimited cleanups, firewall to filter out malicious track and Content Delivery Networks CDN to speed up the site. Motion to approve by Mayor Pro-Tem Weeks 2nd by Councilman Garcia Motion Passes 3-0

3. DISCUSSION, CONSIDERATION, AND ACTION ON RENEGOTIATING JUDGE GARDNER'S CONTRACT PRESENTED BY MAYOR ROMERO →

The contract of employment for Judge Gardner will begin December 30, 2018 with the job description of presiding judge. There will be a six-month probation period from the date of acceptance. The contract will end December 30, 2022 or by either party within sixteen weeks of write notice. The monthly salary will be \$700.00 for no more than three court sessions a month and payable on the 15th of every month. The submitted statements of warrant with magistrate warning are payable at \$25.00 each. The contracted employer will pay all yearly expenses for mandated judicial education. Motion to Approve by Pro-Tem Weeks 2nd by Councilman Garcia Motion Passes 3-0

4. DISCUSSION, CONSIDERATION, AND ACTION ON ENGAGEMENT OF PREVIOUSLY APPROVED BUDGET CONTRACT WITH PROTEAN BUSINESS SOLUTIONS PRESENTED BY MAYOR ROMERO →

It is proposed to go back to the original engagement for Protean Business Solutions for \$4,500 every month. The work performed are filing monthly or quarterly gross receipts and/or lodging tax reports, monthly review of budget to actual, reconcile bank and credit card accounts, reconcile AR and AP subsidiary ledgers, reconcile, transfer in/out accounts, review of budget variances, assist with annual budget preparations, and assist with annual audit preparations. The services not provided are preparing financial audits, prepare reviews, compile financial statements, have direct access nor ability to withdraw monies from any financial institutions nor make deposits into any financial institutions, and will not be authorized signers for checks. Motion is approved by Mayor Pro-Tem Weeks 2nd by Alfaro Motion Passes 3-0

5. DISCUSSION, CONSIDERATION, AND ACTION ON EL PASO ELECTRIC'S QUOTE FOR THE ALLEY LIGHTS BETWEEN THIRD ST AND FOURTH STREET PRESENTED BY MAYOR ROMERO →

Capital Improvement: El Paso Electric are quoting \$1,380.53 for the alley lights between Third St and Fourth Street. The lights are to be installed in alley way between Poplar and Tamarisk. Also install 150w S/L 88' of #6 Duplex connected S/L to 120V. Motion to Approve by Garcia 2nd by Councilman Alfaro Motion Passes 3-0

6. DISCUSSION, CONSIDERATION AND ACTION ON REQUEST FOR ADDITIONAL FUNDING FOR MYRYAM ST LIGHTING PROJECT PRESENTED BY MAYOR ROMERO →

Capital Improvement: The additional funding would be for El Paso Electric for the amount of \$757.07 installation of streetlights. There will be 3 installations with a 35' pole, UG 1''Riser, 2'1'' Duct and 150w S/L. The total amount for the project will be \$5,757.07. Motion to Approve by Councilman Garcia 2nd by Councilman Alfaro Motion Passes 3-0

7. DISCUSSION, CONSIDERATION, AND ACTION ON RATIFICATION OF MAYOR'S APPOINTMENT OF NORMA GONZALEZ TO THE POSITION OF TOWN CLERK WITH AN APPROPRIATE INCREASE IN PAY. PRESENTED BY MAYOR ROMERO

Baska resigned from her position, Ms. Norma Gonzalez is ideal for the role as Town Clerk. Ms. Norma has been able to complete her amount of work and keep the office functional. Ms. Gonzalez will be reliable and an overall employee since she has been able to show in her past roles. Motion to Approve by Mayor Pro Tem Weeks 2nd by Councilman Alfaro Motion Passes 3-0

8. DISCUSSION, CONSIDERATION, AND ACTION ON THE REMOVAL OF WATER TITLES FROM CLERKS JOB TITLE AND ADDING JOB DESCRIPTIONS TO FIT TOWNS NEEDS PRESENTED BY MAYOR ROMERO

Human Resource spoke explaining the job title for clerks, clerks will no longer just work on the water department but will also have duties with the administration: filing, answering phones, productivity ect. Removing water from water clerk will allow to maximize responsibilities and duties day to day basis. The Town wants all the clerks to have the same duties. Motion to Approve Councilman Garcia 2nd by Councilman Alfaro Motion Passes 3-0

9. DISCUSSION, CONSIDERATION, AND ACTION ON RESOLUTION AUTHORIZING TOWN CLERK NORMA GONZALEZ AS SIGNATOR ON VANTAGE BANK ACCOUNTS. PRESENTED BY MAYOR ROMERO

Motion to Approve by Mayor Pro Tem Weeks 2nd by Councilman Garcia Motion Passes 3-0

10. DISCUSSION ON THE RECLASSIFICATION OF SICK AND VACATION DAYS TO PTO FOR THE FOLLOWING FISCAL YEAR PRESENTED BY MAYOR ROMERO.

Possibility in reclassifying vacation and sick days to PAID TIME OFF, sick days are being used as vacation days. The Town's employee handbook has stated that in order to document a sick day you need to provide a doctor's note.

11. DISCUSSION ON SCHEDULING DATE FOR BUDGET WORKSHOP PRESENTED BY MAYOR ROMERO

The scheduled budget workshop is June 3rd, 2019 at 6:00PM

12. DISCUSSION, CONSIDERATION, AND ACTION ON STONE GARDEN RESOLUTION PRESENTED BY CHIEF ENRIQUEZ

Chief wants approval of continuation for the Stone Garden Grant, which is used for overtime. Motion to Approve Councilman Alfaro 2nd by Councilman Garcia Motion Passes 3-0

13. PRESENTATION ON THE STATUS OF COLLECTIVE BARGAINING PRESENTED BY CHIEF ENRIQUEZ

Chief reached out to the association and is waiting to hear from them in order to finalize the bargaining before the new fiscal year budget. September 30 is the Town's deadline to approve the budget.

VI. EXECUTIVE SESSION

THE CITY COUNCIL WILL GO INTO A CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.074 (PERSONNEL MATTERS) OF THE TEXAS GOVERNMENT CODE TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR CHARGE AGAINST AN OFFICER OR EMPLOYEE; THE OPEN MEETING WILL BE RECONVENED FOLLOWING THE CLOSED SESSION AT WHICH TIME ACTION, IF ANY, WILL BE CONSIDERED.

- 1. DISCUSSION AND ACTION ON POSITION FOR DEA MULTI AGENCY TASK FORCE AND REQUIRED BACKFILLING PATROL POSITION.**
- 2. DISCUSSION AND ACTION ON POSITION FOR THE LONE-STAR FUGITIVE TASK FORCE AND REQUIRED BACKFILLING PATROL POSITION.**

VII. RECONVENE INTO OPEN SESSION AND TAKE ACTION IF NECESSARY → 9:27PM NO ACTION TAKEN

- 1. DISCUSSION AND ACTION ON POSITION FOR DEA MULTI AGENCY TASK FORCE AND REQUIRED BACKFILLING PATROL POSITION.**

The position for DEA Multi Agency Task Force is Officer Kuharik to Detective Motion to Approve by Councilman Garcia 2nd by Councilman Alfaro Motion Passes 3-0

- 2. DISCUSSION AND ACTION ON POSITION FOR THE LONE-STAR FUGITIVE TASK FORCE AND REQUIRED BACKFILLING PATROL POSITION.**

The position for Lonestar Fugitive Task Force is Officer Luevano. Motion to Approve by Councilman Garcia 2nd by Councilman Alfaro Motion Passes 3-0

VIII. DEPARTMENT REPORTS

A STREETS (MAYOR ROMERO)

Nothing major to report, water washed off on Dollar General, no damage. Also a lot of pine trees are dying and have tried to reach out to the landscapers and individuals. Chief has been enforcing the weed ordinance on the resident yards .

B PARKS/RECREATION (COUNCILMAN WEEKS)

Rugby will continue to practice on Thursdays but haven't seen them anymore. Swings have arrived for the Triangle Park to install. Also set up cement on Wildcat Drive.

C POLICE/FIRE (COUNCILMAN ALFARO)

374 citations for this month. Chief commented Wet N Wild has opened up and his officers have been busy patrolling.

D WATER/SEWER (COUNCILMAN GARCIA)

Mr. Garcia nothing to report. Update on the Water Well Project with a low bidder, if we do that we can negotiate.

E COURT (COUNCILMAN CHAVEZ)

Reports for April Revenue \$43, 257

F FINANCE (COUNCILMAN WEEKS)

How much we pulled out of contingency, but the money wasn't moved into the Capital Improvement Account.

G ADMINISTRATION (MAYOR ROMERO)

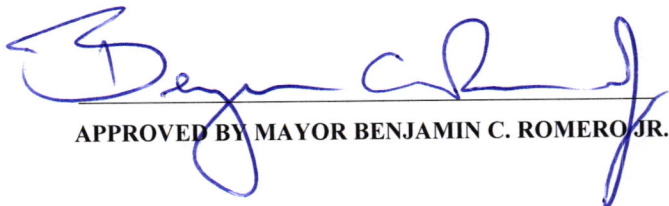
Nothing to add


THE NEXT REGULAR MEETING IS SCHEDULED AT 6:30 PM ON MONDAY, MAY 28, 2019.

IX. ADJOURNMENT- 9:45PM

MINUTES PASSED AND APPROVED ON 23RD DAY OF DECEMBER 2019




APPROVED BY MAYOR BENJAMIN C. ROMERO JR.


SUBMITTED BY: NORMA GONZALEZ