

# MINUTES OF REGULAR MEETING

March 11, 2020

## SHENANDOAH CITY COUNCIL

The meeting was called to order by Mayor M. Ritchey Wheeler at 7:00 p.m. City Council members present, Councilmember McLeod, Councilmember Bradt, Councilmember Gristy, Councilmember Fletcher and Councilmember Raymaker. City Administrator Kathie Reyer, City Secretary Courtney Clary, City Attorney William Ferebee, Finance Director Lisa Wasner, Public Works Director Joseph Peart, Police Chief Raymond Shaw, Communications Manager Debbie Pilcher, CVB Director John Mayner, and IT Manager Chris Grizzaffi were also present.

### 1. CALL TO ORDER

Mayor Wheeler called the meeting to order at 7:00 p.m.

### 2. CALL OF ROLL

Mayor Wheeler stated for the record that all members were present.

### 3. PLEDGE OF ALLEGIANCE

### 4. INVOCATION

Mayor Wheeler gave the invocation.

### 5. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Mayor Wheeler stated for the record that there were no citizens that wished to speak.

### 6. COUNCIL'S INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

MINUTES OF REGULAR MEETING

March 11, 2020

SHENANDOAH CITY COUNCIL

Mayor Wheeler stated that he participated in a conference call regarding COVID-19 and a reported case in Montgomery County thought to be community spread and urged residents to be diligent and responsible with reported information. Mayor Wheeler explained that should a resident show symptom of the virus, mild or severe, that they first contact their health care provider rather than rushing to hospitals for testing. He stated that if testing is recommended by the healthcare provider, citizens have been asked to notify the hospital before arriving to allow hospital staff time to prepare and to follow new guidelines and procedures put in place to prevent the spread of COVID-19.

Mayor Wheeler stated that the City would continue to follow updates from State and County officials.

**INDIVIDUAL CONSIDERATION:**

7. Presentation regarding clothing recycling.

Mayor Wheeler stated that the Simple Recycle representative was unable to attend the meeting and would not be able to give the presentation.

8. Discussion and possible action regarding amendments to the Employee Policy Manual.

COUNCILMEMBER FLETCHER MADE A MOTION TO APPROVE EMPLOYEE POLICY MANUAL AMENDMENTS PRESENTED TO COUNCIL, COUNCILMEMBER BRADT SECONDED. THE MOTION CARRIED 4/1 WITH COUNCILMEMBER RAYMAKER AS THE OPPOSING VOTE.

9. Discussion and possible action to award a contract for the water tower rehabilitation and to determine funding.

COUNCILMEMBER MCLEOD MADE A MOTION TO AWARD A CONTRACT TO TANK PRO FOR THE WATER TOWER HYDROPILLAR REHABILITATION PROJECT, COUNCILMEMBER BRADT SECONDED.

COUNCILMEMBER MCLEOD AMENDED HIS MOTION TO AWARD A CONTRACT TO TANK

MINUTES OF REGULAR MEETING

March 11, 2020

SHENANDOAH CITY COUNCIL

PRO FOR THE WATER TOWER HYDROPILLAR REHABILITATION PROJECT TO INCLUDE THAT FUNDING FOR THE PROJECT WILL BE TAKEN FROM THE WATER SEWER ENTERPRISE FUND, COUNCILMEMBER BRADT SECONDED. THE MOTION CARRIED 5/0.

10. Discussion and possible action to adopt the budget calendar.

COUNCILMEMBER BRADT MADE A MOTION TO ADOPT THE 2020 – 2021 BUDGET CALENDAR, COUNCILMEMBER FLETCHER SECONDED.

COUNCILMEMBER BRADT MADE A MOTION TO ADOPT THE 2020 – 2021 BUDGET CALENDAR WITH THE AMENDMENT THAT THE CALENDAR BE BROUGHT BACK TO COUNCIL IN MAY OR JUNE FOR ACTION IF CHANGES ARE NEEDED, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 5/0.

11. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Mayor Wheeler stated for the record that there were no citizens wishing to speak.

12. City Administrator Updates

Ms. Reyer presented the following updates:

- A portion of the Portofino Shopping Center was impacted by a water leak on David Memorial, however repairs were completed that same day
- Some businesses effected by the Pineroft project requested to limit water shut off to weekends in order to avoid peak hours and have agreed to cover costs of the additional expenses
- A valve blowout on Pineroft resulted in water shut offs for some, but the issue was resolved quickly
- Staff partook in several COVID-19 activities, including meetings with the Montgomery County Hospital District and Press Conferences, and have been added to the distribution

## MINUTES OF REGULAR MEETING

March 11, 2020

### SHENANDOAH CITY COUNCIL

list to receive up to date information. The City website was updated with COVID-19 information relating to City and County status, safety information, and travel-related information as it applies. Staff will explore methods to best assist senior residents with accessing accurate information related to the virus as it applies. A Department Head meeting scheduled for March 12, 2020 regarding continuity of operations. Staff will continue to monitor the situation

#### 13. COUNCIL'S INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

Councilmember Raymaker wished Ms. Reyer a Happy Birthday.

Mayor Wheeler asked if staff had heard from Entergy regarding a timeline. Ms. Reyer stated that Entergy did stake the areas along Wellman and that a timeline had been requested, but staff had not received a response.

Before moving into executive session Mayor Wheeler wished Ms. Reyer a very Happy Birthday.

#### EXECUTIVE SESSION

*Public notice is given that the City Council may elect to go into Executive Session at any time during the meeting in order to discuss any matters listed on the Agenda when authorized by the provisions of the Open Meeting Act, Chapter 551 of the Texas Government Code, to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this Agenda. Prior to any such closed session, the Mayor, in open session, will identify the agenda item to be discussed and the Section or Sections of Chapter 551 under which the closed discussion is authorized.*

Mayor Wheeler recessed the regular meeting at 7:43 p.m.

Executive Session – According to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code as follows:

- i) Government Code § 551.071. Contemplated litigation to bring certain hotels into compliance with City Ordinances and State Law
- ii) Section 551.072. Deliberation regarding the purchase and value of real property

MINUTES OF REGULAR MEETING

March 11, 2020

SHENANDOAH CITY COUNCIL

- a) Consideration and if determined appropriate, take action resulting from the item(s) listed under Executive Session.

Mayor Wheeler reconvened the regular meeting at 8:18 p.m. and stated for the record that no action was taken in executive session.

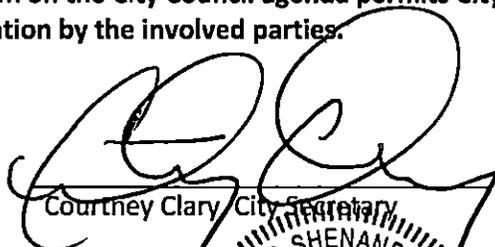
There being no further business, Mayor Wheeler adjourned the meeting at 8:19 p.m.

**ADJOURN**

*The Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency. The Council may retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.*

Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

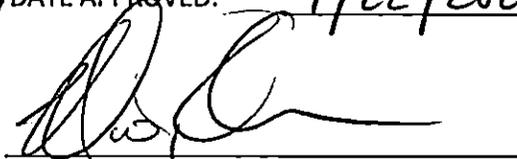
SUBMITTED BY:

  
\_\_\_\_\_  
Courtney Clary, City Secretary



DATE APPROVED:

4/22/2020

  
\_\_\_\_\_  
M. Ritchey Wheeler, Mayor