

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on October 3, 2019 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Pro Tem Andrew Ebel  
Councilmember Susan Cantey  
Councilmember Adonna Saunders  
Councilmember Keith Herring  
Councilmember Albert Wright  
Councilmember Clint Kolby

### Members absent:

Mayor Milton Y. Tate, Jr.

### Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary – Director of Administrative Services Jeana Bellinger, Deputy City Secretary I Kacey Weiss, Deputy City Secretary II Karen Stack, Assistant City Manager – Chief Financial Officer Carolyn Miller, Comptroller Stacy Hardy, Human Resources Director Susan Nienstedt, Strategic Budget Analyst Debbie Gaffey, Rhonda Kuehn, Crystal Locke, Melinda Gordon, Fire Chief Ricky Boeker, Fire Marshal Roger Williams, Police Chief Allwin Barrow, Todd Ashorn, Public Works Director Dane Rau, Assistant City Manager of Public Utilities Lowell Ogle, Development Services Director Stephanie Doland, Shauna Laauwa, Economic Development Director Susan Cates, Kenneth McGehee, Sierra Newell, Mason Patranella, Seth Klehm, Josh Sebastian, Chris McCain, Steven Eilert, Pam Ruemke, Kevin Boggus, Curtis Schoen, Jason Kasprowicz, Jared Campbell, Lloyd Powell and Tiwana Brown

### Citizens present:

Jeannie Kroll, Terri Geisendorff, Melissa McCune, David Kuespert and Willy Dilworth

### Media Present:

Arthur Hahn, Brenham Banner Press; and Josh Blaschke, KWHI

## **1. Call Meeting to Order**

**2. Invocation and Pledges to the US and Texas Flags – Councilmember Saunders**

**3. Service Recognitions**

- **Kenneth McGehee, Courts** **5 Years**
- **Sierra Newell, Police** **5 Years**
- **Mason Patranella, Public Utilities** **5 Years**
- **Seth Klehm, Police** **10 Years**

**4. Proclamations**

- **Fire Prevention Week**
- **Think Pink Thursday**

**5. Citizens Comments**

There were no citizen comments.

**CONSENT AGENDA**

**6. Statutory Consent Agenda**

- 6-a. Minutes from the August 1, 2019 Regular City Council Meeting, August 14, 2019 Special City Council Meeting and August 15, 2019 Regular City Council Meeting**
- 6-b. Approve a Noise Variance for St. Mary’s Immaculate Conception Catholic Church for a Street Dance to be Held from 6:00 p.m. to 10:00 p.m. on October 19, 2019 at 701 Church Street and Authorize the Mayor to Execute Any Necessary Documentation**
- 6-c. Approve a Noise Variance for Mt. Rose Missionary Baptist Church for a Fall Fun Festival to be Held from 4:00 p.m. to 9:30 p.m. on October 30, 2019 in the Blinn College Student Parking Lot (First Street) and Authorize the Mayor to Execute Any Necessary Documentation**
- 6-d. Approve a Contract Between the City of Brenham Electric Department and the Lower Colorado River Authority (LCRA) for Substation Relay and Breaker Inspection and Authorize the Mayor to Execute Any Necessary Documentation**
- 6-e. Resolution No. R-19-026 Reauthorizing an Investment Policy for the City of Brenham**

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Statutory Consent Agenda Items 6-a. through 6-e. as presented.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

## **WORK SESSION**

### **7. Discuss and Review the FY2018-19 Third Quarter Financial Report**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller advised the status of the General Fund and the five major utility funds in the report. Miller reported that the Electric, Gas and Wastewater Funds all experienced favorable performance through June 30, 2019. Miller advised that the General, Water and Sanitation Funds showed small unfavorable performance as compared to budget.

## **REGULAR SESSION**

### **8. Discuss and Possibly Act Upon the Approval of a Request from the Washington County Appraisal District to Utilize Prior Years' Accumulated Funds for the Purchase of a New Fleet Vehicle**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item and introduced Willy Dilworth, Chief Appraiser with the Washington County Appraisal District (WCAD). Miller explained that the City has received a request from WCAD to utilize \$25,290 of prior years' accumulated funds which were set aside for the purchase of a new fleet vehicle. Miller stated that this vehicle would replace a 2004 Chevrolet truck currently being used by WCAD.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve a request from the Washington County Appraisal District to utilize \$25,290 of prior years' accumulated funds for the purchase of a new fleet vehicle.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**9. Discuss and Possibly Act Upon Resolution No. R-19-027 Nominating Candidates for Election to the Washington County Appraisal District Board of Directors**

Chief Appraiser with the Washington County Appraisal District, Willy Dilworth, presented this item. Dilworth explained that the governing body of the Washington County Appraisal District is nominated and appointed by the governing bodies that levy and collect a property tax. Dilworth outlined the process and reported on the status of the five current board members. The current five members are: John Schaer, Charles Gaskamp, Johanna Fatheree, Leslie Boehnemann, Jr., and Joe Antkowiak.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve Resolution No. R-19-027 nominating the five individuals to serve on the Washington County Appraisal District Board of Directors.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**10. Discuss and Possibly Act Upon Resolution No. R-19-028 Authorizing the Acceptance of Public Infrastructure Improvements in the Heritage Oaks Subdivision, Section 1**

Development Services Director Stephanie Doland presented this item. Doland explained that Thielemann Development Company, LP has completed infrastructure improvements (water, sanitary sewer, storm water and street construction) related to the development of Section 1 of the Heritage Oaks Subdivision. Doland stated that the infrastructure improvements have been constructed and inspected according to the City of Brenham ordinances and regulations and are ready for acceptance by the City.



A motion was made by Councilmember Herring and seconded by Councilmember Kolby to approve Resolution No. R-19-028 authorizing the acceptance of public infrastructure improvements in the Heritage Oaks Subdivision, Section 1.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**11. Discuss and Possibly Act Upon Resolution No. R-19-029 Amending the Human Resources Policy Manual**

Human Resources Director Susan Nienstedt presented this item. Nienstedt explained that the current policy manual was last revised on February 7, 2019 and that several revisions and additions are necessary to be consistent with the administration of the compensation and benefits plan. Nienstedt stated that the policy revisions and additions have been reviewed by the City Attorney.

A motion was made by Councilmember Cantey and seconded by Councilmember Wright to approve Resolution No. R-19-029 amending the Human Resources Policy Manual, with language changes as approved by the City Attorney, effective October 3, 2019.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**12. Discuss and Possibly Act Upon Bid No. E2016-03 Related to Burleson Street Culvert Replacement and Authorize the Mayor to Execute Any Necessary Documentation**

Public Works Director Dane Rau presented this item. Rau explained that the City staff, along with Gunda Corporation staff, opened bids related to this project on September 10, 2019. Rau noted that 3 bids were received. Rau stated that two bids were accepted that met the bid requirements and the other bid was rejected due to not submitting addendums.

Rau advised that this project was originally under FEMA and the City has applied for funding through the Hazardous Mitigation Grant Program. Rau noted that staff has received approval in which 75% of the construction costs would be allocated by HMGP and the City would be responsible for 25%. Rau explained that a 120-day period would be given to complete the project. Rau stated that the 25% of the City's portion was budgeted in the FEMA Fund and would be reimbursed through the 2017 bond proceeds once construction is complete.

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve Bid No. E2016-03 to Angel Brothers Enterprises, LTD, in the amount of \$1,075,216.80, related to the Burleson Street Culvert Replacement and authorize the Mayor or Mayor Pro Tem to execute any necessary documentation.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**13. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedule for the City of Brenham Sanitary Sewer Rates for Industrial Surcharges**

Assistant City Manager of Public Utilities Lowell Ogle presented this item. Ogle explained that for the past year staff has been reviewing the rates and cost of service for all utilities. Ogle advised that while reviewing the wastewater rates staff has determined a need to adjust the Industrial Surcharges. Ogle stated that the surcharges are in place to adjust monthly billings to reflect changes in strengths and flows of Industrial customers who are part of the pretreatment program.

Ogle noted that the intent of this rate is to recover actual cost increases or decreases for the treatment of these flows. Ogle advised that staff has worked with a consultant to develop a

minimum and maximum monthly charge to give some certainty to the rate to prevent substantial over or under collection. Ogle explained that the intention is that the rate will float between the minimum and maximum charge based on strengths and volumes and staff believes that this range will recover the expenses. Ogle stated that staff would continue to monitor the numbers and the expenses to make sure the rate is working in a fair and equitable manner.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve an Ordinance on its first reading amending the Rate Tariff Schedule for the City of Brenham Sanitary Sewer Rates for Industrial Surcharges.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

<b>Mayor Milton Y. Tate, Jr.</b>	<b>Absent</b>
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

#### **14. Administrative/Elected Officials Report**

City Manager James Fisher reported on the following:

- National Night Out was very successful
- Texas Municipal League Conference is next week
- The Parks Board Meeting has been moved to November 13<sup>th</sup>
- A Town Hall Meeting will be held October 15<sup>th</sup> to discuss annexation
- Lowell Ogle's last day is October 4<sup>th</sup>. He will be on a contract basis until the end of the year.

Police Chief Allwin Barrow reported on the following:

- Thanked EMS and the fire department for their participation in National Night Out. Also special thanks to Todd Ashorn for organizing the event.

Development Services Director Stephanie Doland reported on the following:

- Introduced Shauna Laauwe as the new Development Services Planner

The meeting was adjourned.



*Andrew Ebel*

Mayor Pro Tem

*Jeana Bellinger, TRMC, CMC*

City Secretary



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