

# City of Mertzon

City Council Meeting Minutes  
June 15, 2020

## Regular City Council Meeting

### Those Present:

**Mayor:** Bill Taylor

### Mayor Pro-Tem:

Melissa Matthews

### Council Members:

Jayton Lindley  
Danny Crutchfield  
Charlene Holland  
Celica Belcher

### Employees:

Michele Wardlaw, City Administrator  
Steve Thompson, Supervisor

The meeting was called to order at 7:00 p.m. by Mayor Bill Taylor, with quorum present. Opening prayer was led by Pastor Mark Krause. Pledge of Allegiance and Salute to the Texas Flag were recited by everyone present.

**Public Comments:** Carla Steppe addressed the council about several issues with the public trashing Spring Creek. Problems brought to the councils' attention include littering, blocking roadways and entering private property.

**Audit Report:** Audit report for fiscal year ending September 30, 2019 was presented by Stacey McGee, CPA of Roberts & McGee.

**Executive Session:** Council adjourned into executive session at 7:17p.m deliberation regarding Section 551.074 of the Texas Government Code; personnel matters and Subject to Section 551.071; consultation with an attorney.

**Return to Open Session:** Council reconvened from executive session at 8:31p.m

**Budget Amendment:** Councilman Matthew made a motion to approve Budget Amendment Ordinance No 11.04. Councilman Belcher Seconded. All in favor, motion passed.

**Personnel Changes:** Councilman Belcher made a motion to accept applications for the open position for outside laborer for two weeks as well as set base pay at \$12.00 hr. Councilman Holland seconded. All in favor, motion passed.

**Gonzales Fencing Payment:** Councilman Holland made a motion to pay Gonzales fencing \$6,500.00 which is half of the labor fee up front and the remaining \$6,500.00 at the completion of the fencing job around the effluent pond. Councilman Belcher seconded. Councilmen Belcher, Crutchfield, Lindley & Holland in favor, Matthews abstained. Motion passed

**Sixth Street Traffic:** Councilman Holland brought up concerns about big trucks speeding down sixth street and cutting the corner into Talajaks' yard off Hwy 2469. Mayor Taylor advised he has spoken with New Tex trucking's manager Todd Williamson. Mr. Williamson advised Mayor Taylor that all their trucks have a GPS in them and if his trucks go over 10 mph in a perimeter set around the yard he gets an email. He has received no emails. He will talk to his drivers in the next safety meeting. The company also tries to keep down dust in the area by watering their yard as well as Lange Rd. They offered to water down Sixth street if the residents would like for them to, as well as try to use Lange Rd more. Discussion only.

### **Spring Creek/Park:** Problems and solutions:

1. Human fecal matter found around park area
  - (a) Temporary solution is porta johns in the area
  - (b) Permanent solution public facilities built at creek
2. Trash being left all around creek and Harkeys crossing
  - (a) Temporary solution more trash barrels or dumpsters
  - (b) Permanent solution mounted trash cans throughout creek and park area
3. Parking in roadways and too many cars at campsites
  - (a) No parking signs
  - (b) City and County both create an ordinance for no parking within 400-500 ft of water's edge down by Harkeys crossing

Mayor asked council if they would be opposed to setting up a Spring Creek/Park Committee to get the community involved coming up with ideas to protect and preserve creek area. Council agreed a committee would be helpful. Councilman Matthews made a motion to approve estimate for Top Septic to deliver and service 4 porta johns at the creek for 2 months. Councilman Belcher seconded. All in favor, motion passed.

**Newly Elected Officials Seminar:** Council agreed that it would be beneficial for all Council members, City Administrator and Assistant to attend if they are available. 7 spots will be reserved for the seminar and pre-paid for out of the Education fund on the budget.

**Prior Meeting Minutes:** Councilman Matthews made a motion to approve June 1, 2020 minutes as written. Councilman Belcher seconded. All in favor; motion passed.

**Financial Documents:** Councilman Crutchfield made a motion to approve all financial documents. Councilman Holland seconded. All in favor; motion passed

### **City Administrator's Report:** Information presented by City Administrator Michele Wardlaw

1. Changed dates on baseball field contract due to late start caused by COVID-19
2. Ag Services has completed effluent pond job
3. Administrator currently filing paperwork to take over SWPP from Ag Services
4. Fence around effluent pond was started on 6/15/20

5. Clarified council pay date as last pay date of the month
6. Update on when AEP will trim trees in town, list will be made at the end of 2020 and trimming will begin early 2021
7. Flow test with Abel on the 4 wells in TCEQ violation have been finished.
8. Robertson well update: 99% finished AEP needs to install meter and electrician can tie into well head, Jerry with SCADA will have 1 days work after AEP is finished.
9. Scott Hay is still waiting on an answer from Plan Review Board for effluent pond completion

**Daily Operations Update:** Information presented by Supervisor Steve Thompson

1. Changed out motor on clarifier
2. Cleaned out ditch from Wool & Mohair to Spring Creek
3. Patched holes on Main, Commerce, 3<sup>rd</sup> and Sherwood
4. Haul caliche
5. Haul dirt, chap and road base
6. Flow tested wells
7. Mowed water plant, sewer plant, Hwy 67, Hwy 2469, park, creek, walkway in the park and islands
8. Install regulator at 403 N. Broadway
9. Fixed water leaks at Railroad & Lake and 310 Sherwood
10. Serviced trucks
11. Received material for fence

**Items from the Council:**

1. Discuss PO Book
2. Purchase policy
3. Work on Employee handbook

**Adjournment:** Councilman Matthews made a motion to adjourn. Councilman Belcher seconded. All in favor; motion passed.  
Meeting adjourned at 9:34 p.m.

Signed:  
Mayor



Signed  
City Administrator

