

City of Mertzon

City Council Meeting Minutes
December 1, 2025
Regular City Council Meeting

Those Present:

Mayor: Aubrey Stewart

Mayor Pro-Tem:
Jayton Lindley

Council Members:

Danny Crutchfield
Randy Councilman

Employees:

Michele Rabenaldt, City Administrator
Natalio Padilla, Admin Assistant
Gus Pardo, Operations Supervisor

The meeting was called to order at 6:30 p.m. by Mayor Aubrey Stewart, with quorum present. Opening prayer was given by Councilman Crutchfield. Pledge of Allegiance and Salute to the Texas Flag were recited by all in attendance.

PUBLIC COMMENTS: None but Mr. George Noelke asked to speak during item #6.

EXECUTIVE SESSION: Break from Regular session and entered Executive session at 6:32 p.m. Adjourn from Executive session and entered back into Regular session at 6:54 p.m.

ZONING ORDINANCE: City Attorney Jeff Betty advised council to do a resolution asking for information from construction companies building in the city limits. Due to the city not being able to enforce ordinances due to size, limited employees and funds this is the best option for a municipality the size of The City of Mertzon. George Noelke spoke next and asked the council for the city to be more involved with the school's construction and feels the school and the city do not communicate about the school construction enough. Council asked Jeff Betty to write up an appropriate resolution using the ordinance Mr. Noelke provided for the city.

ORDINANCE 14-05-04: Council asked for additional changes to be made to Ordinance 14-05-04. Changes will be made and presented at the next meeting on December 15, 2025.

FINANCIAL DOCUMENTS: Councilman Lindley made a motion to approve all financial documents. Councilman Councilman seconded. All in favor, motion passed.

DAILY OPERATIONS UPDATE: Information presented by Operations Supervisor, Gus Pardo.
** See attachment

ITEMS FROM COUNCIL: Call AEP to hang Christmas decorations, schedule CPR and First Aid class and check on AED machine

ADJOURNMENT: Councilman Councilman made a motion to adjourn. Councilman Crutchfield seconded. All in favor, motion passed. Meeting adjourned at 7:45 p.m.

Signed:
Mayor



Signed:

City Administrator



Daily Operations Report

11/18/2025 - 12/01/2025

Water Maintenance:

Rounds x 14	
Read meters for the month of November	
Went to check on a possible leak at 204 1st St. and it was a broken pvc valve on the customer side	

Wastewater Maintenance:

Filled the chlorine barrel x 2	
Reset the floats in the wet well at the WWTP	
Completed the sewer line install for the Baptist Churches new house	
Worked on the WWTP x 5	
Worked on the sprinklers x 4	
Tried to locate 2 end of lines for sewer running North and South on the corner of 3rd and Fayette St and the second one running East to West on Fayette and 3rd St	

Road Maintenance:

Filled on 5th and Duncan and also potholes along the way that were found as well	
Cleaned the drainage grate on the corner of main and 67 of debris	
Swept the roads of debris after the weekend storm x 2	

Equipment Maintenance:

Went to town to take the backhoe tires to Southern Tire Mart	

Miscellaneous:

Went to town to get sealant/silicone and other necessities for the leaky roof at the new office and started to seal the visable holes at the new office	
Installed 3 Trail Cams - two at the old effluent pond to catch anyone dumping anything and another one in a secret place	
Picked up a dog on 67 and Duncan and was held until the owner picked it up	
Removed 2 dead deer on Oak and Second St.	
Picked up a dog on 67 and Duncan and was held until the owner picked it up on Sunday 11/30/25 all fees were paid	
Trash at the creek x 2	