

Minutes of City Council

The City Council Regular Meeting of December 14, 2020

BE IT KNOWN THAT, a City Council Regular Meeting of City of Richwood was held December 14, 2020, beginning at 6:00 PM in the Richwood City Hall Richwood City Hall, 1800 N. Brazosport Blvd., Richwood, Texas 77531

I. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

II. ROLL CALL OF COUNCIL MEMBERS

Steve Boykin, Mayor:	Present
Mike Johnson, Position 1:	Present
Melissa Strawn, Position 2:	Present
Matthew Yarborough, Position 3:	Present
Rory Escalante, Position 4:	Present
Katie Johnson, Position 5:	Present

Others in attendance: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Patricia Ditto, Finance Director; Clif Custer, Public Works Director; Stephen Mayer, Chief of Police; Matt Allen, City Attorney

III. PUBLIC COMMENTS

Blaine Koonce - 514 Oyster Creek Dr - complained about neighbors turning their yard into a dirt track for UTV's, stated it's loud and there is a lot of exhaust.

IV. CONSENT AGENDA

- A. Approval of Minutes
 - 1. Regular meeting held November 17, 2020
- B. Budget Report, October 2020

Motion to approve consent agenda. This motion, made by Melissa Strawn and seconded by Rory Escalante, Passed.

Yea: 5, Nay: 0

V. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider approving Keep Richwood Beautiful to host a monthly farmer's market at Ellis Park.

Kimberly Mayer, Executive Director of KRB, and residents, William, and Lindsay Yearsin, presented information on the proposed Farmer's Market.

Discussion held on logistics and possible recurring dates.

Motion to approve Keep Richwood Beautiful to partner in hosting a monthly Farmer's Market at Ellis Park and waiving rental fees. This motion, made by Katie Johnson and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

B. Award bid #1-2020 for North Water Plant water main extensions

Ryan Tinsley presented bid information to Council.
Discussion held on bid variations and analysis done by Strand.

Motion to approve Android Construction, with the base bid plus bid alternate totaling \$301,037.50. This motion, made by Rory Escalante and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

C. Award bid #2-2020 for North Water Plant water well construction

Ryan Tinsley presented bid information

Motion to approve #2-2020 Hydro Resources with bid of \$275,000 with bid bond of 5% and addendum #1. This motion, made by Rory Escalante and seconded by Melissa Strawn, Passed.

Yea: 5, Nay: 0

D. Award bid #3-2020 for Oyster Creek and S. Yaupon Sidewalk Project construction.

Ryan Tinsley presented bid information

Motion to approve Sorrell Construction with bid award for #3-2020 in the amount of \$207,919 . This motion, made by Katie Johnson and seconded by Rory Escalante, Passed.

Yea: 5, Nay: 0

E. Discussion and possible action regarding the City of Richwood accepting wastewater from Fountain Grass Park.

Council took a 5 minute recess at 7:15 p.m.
Reconvened 7:20

Clif presented further information on wastewater plan.

Discussion held on possible growth and projects.

Discussion held on revenues.

No action taken.

F. Discuss and consider extending waste management contract.

Clif presented information regarding waste management contracts.

No action taken.

G. Discuss and consider Resolution 20-R-35, amending the FY 2021 budget to increase Fund 30 expense for water line repair.

Clif presented budget amendment.

Motion to amend budget to increase fund 30 not to exceed \$25, 444. This motion, made by Matthew Yarborough and seconded by Katie Johnson, Passed.

Yea: 5, Nay: 0

H. Discuss and consider appointment procedures for Reserve Police Officers

Council member Strawn presented questions regarding the procedure for reserves.

Discussion held on City Manager appointment of reserve officer within first six months appointment.

No formal action taken, City Attorney will review current ordinance language for possible recommendations.

VI. CAPITAL IMPROVEMENT PROJECTS UPDATE

Eric presented updates for Capital Improvements

Clif presented status updates on all capital projects.

VII. EXECUTIVE SESSION

Recess for executive session 8:35 p.m.

A. Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee:

1. Eric Foerster, City Manager

VIII. ACTION AS RESULT OF EXECUTIVE SESSION

Reconvened at 10:33 p.m.

No action taken.

IX. CITY MANAGER'S REPORT

City staff continues to be vigilant with COVID precautions as we work and conduct city business. There has been a slight increase in local COVID cases and the City of Richwood currently shows 39 cases on the Brazoria County website. Our staff continues with disinfecting in the lobby and work areas and frequent touchpoints. We have highlighted these needs in each of the staff meetings over the past few weeks.

We were given notice from TDEM that we have been awarded 233,585.00 for the Coronavirus Relief Fund. This was the maximum allocated amount for our city. The funds were broken down as follows:

PPE and Medical Supplies: \$1432.00

Public Safety and Personnel costs associated with COVID response and recovery: \$208,255

Distance Learning for BISD: \$15,000

Telework capabilities (computers and setup): \$8727.09

Network switch for the EOC: \$171.00

Patricia and I met this week to begin the process of increasing our transparency and hopefully bolstering our chances of obtaining the transparency ribbons from the Texas Comptrollers office. We also met with Cliff this week to review the bond funded projects and the overall Public Works budget.

We are meeting with all department heads this week and next to review our current standing with the budget.

On 12-12, KRB held their Christmas Drive Through event and it went very well. They ran out of their supplies in about 45 minutes. This was another great event held in place of others due to COVID.

KRB has done a great job keeping our city active and engaged, even during pandemic. KRB, the Fire Department, and City staff all participated in this event.

The Police Department has Shop with a Cop scheduled for 12-19, to continue with the Christmas spirit here in Richwood.

X. COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson reported KRB did a great job with the Christmas drive through, he added thanks to VFD for driving Santa around town. He also congratulated Council member Melissa Strawn for becoming a grandmother.

Katie Johnson reported an update for Charter review, stated there will be one final meeting before report to Council at January meeting.

Rory Escalante wished everyone safety and happy holiday season.

Matt Yarborough echoed Rory, adding Merry Christmas.

XI. MAYOR'S REPORT

Mayor reported COVID update and distribution of the COVID-19 vaccine. He also thanked KRB for all of their work, PD for all of their work, and Fire Department always answering the call. Mayor wished everyone a safe and happy Christmas.

XII. FUTURE AGENDA ITEMS

Fountain Grass Park

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 10:41 p.m.

These minutes were read and approved on this 11th day of January 2021.

ATTEST:

Mayor