

SPECIAL MEETING
MONDAY, APRIL 25, 2011
6:00 P.M.

A Special Meeting of the Anahuac City Council was held in the Council Chambers of Anahuac City Hall located at 501 Miller Street, Anahuac, Texas on Monday, April 25, 2011 at the above noted time.

There were present:

Sue Hawthorne
Cheryl Sanders
Linda Palmer
Dana Evans
Danny Thompson
Kimberly Upston
Richard Baker
Dan Irby

Mayor
Mayor Pro Tem
Councilwoman
Councilwoman
Councilman
City Secretary
City Attorney
Public Works Director

Those not present:
None

Guests:
Chris Hill
Monroe Kreuzer
Dayna Haynes

Citizen
Citizen
The Progress

At 6:00 p.m. Mayor Hawthorne called the special meeting to order. Monroe Kreuzer spoke about the City's water supply and storage.

Discussion moved to Ordinance 2011-04-01: An Ordinance declaring unopposed candidates in the May 14, 2011 general City election elected to office; cancelling the election; providing severability clause; and providing an effective date. Kimberly Upston stated that the Ordinance is cancelling the election for positions one and five because they are unopposed. She said that this Ordinance will declare the candidates elected for those positions and there were no write in candidates for those positions.

Councilwoman Sanders asked who the candidates were. Ms. Upston stated they were Councilwoman Palmer and Councilman Thompson. Councilwoman Sanders made a motion to approve Ordinance 2011-04-01: An Ordinance declaring unopposed candidates in the May 14, 2011 general City election elected to office; cancelling the election; providing severability clause; and providing an effective date. Councilwoman Evans seconded the motion. All in favor and motion carried.

Ordinance 2011-04-02: An Ordinance adopting amendment number one to the original budget of the City of Anahuac, Texas for the fiscal year 2010-2011. Councilwoman Sanders asked if the contract labor line item in code enforcement will be used on a time by time basis. Dan Irby said it would. Councilwoman Evans asked about the name of the Road and Right-of-Ways department on the budget amendment form.

Councilwoman Evans also asked about the sewer tap line item. She asked Mr. Irby if we anticipated any more costs from this item because the transfer would only bring the line item to zero and not leave any extra. Mr. Irby said that he doesn't anticipate any more costs for that particular line item. Mayor Hawthorne asked if the need arises are there other items that we could transfer money to sewer taps from. Mr. Irby said yes.

Mayor Hawthorne asked about the amount of money that would be transferred to the permits and fines line item. Mr. Irby said it was to cover current fines that the City has in place and that he doesn't foresee any more fines in either the water or sewer department.

Councilwoman Evans questioned the amounts being transferred. She said it seems to her that we would need to do more transfers back the opposite way because there is not much money being left in items and the amounts being transferred bring the line item to zero without leaving anything left for future expenses.

Councilwoman Evans asked who prepared the transfers. Mr. Irby said it was Scott Wible. Councilwoman Evans said she thought Mr. Wible should be at the meeting to explain the transfers.

Mayor Hawthorne said that more amendments can be done if necessary. Councilwoman Palmer asked if the amount being transferred to fuel was going to be enough. Mr. Irby said it wasn't. Councilwoman Evans asked about the miscellaneous line item in the sewer department.

Councilwoman Sanders made a motion to approve Ordinance 2011-04-02: An Ordinance adopting amendment number one to the original budget of the City of Anahuac, Texas for the Fiscal Year 2010-2011. Councilwoman Palmer seconded the motion. The motion carried with one nay vote from Councilwoman Evans.

Discussion moved to using the equipment surplus auction money and the Massey Ferguson tractor from surplus to purchase a used tractor. Mayor Hawthorne asked how much money was made from the sale of the surplus material. Dan Irby said we made \$9,741.00 from the sale.

Councilwoman Palmer asked if any additional money was going to be needed to purchase the tractor. Mr. Irby said he hoped to just use the surplus money and the Massey Ferguson tractor and not spend any additional funds. Councilman Thompson made a motion to accept quotes on a used tractor. Councilwoman Sanders seconded the motion. All in favor and motion carried.

The minutes from the Regular Meeting held on March 14, 2011 and the Special Meeting held on March 28, 2011 were discussed. Councilwoman Evans asked that the word except be changed to accept on the third page of the minutes from March 14th. She also asked that the word tank be changed to take on the sixth page of the March 28th minutes.

Councilwoman Sanders made a motion to accept the minutes from the Regular Meeting held on March 14, 2011 and the Special Meeting held on March 28, 2011. Councilwoman Palmer seconded the motion. All in favor and motion carried.

Accounts payable was discussed. There were questions about the electric bill for the water plant, a check that was voided for John Wright's training, and the Volunteer Fire Department quarterly report. Councilwoman Sanders made a motion to approve accounts payable. Councilwoman Evans seconded the motion. All in favor and motion carried.

Discussion moved to the City Administrator position including choosing finalists. Council discussed many candidates for the position. Seven candidates were chosen to interview. The candidates were Lance Nauman, Robbie Hood, Scott Wible, Erik Smith, Manuel De La Rosa, Sharon Brown, and Francis Hughes. It was decided that interviews were to be scheduled for the May 9th Regular Meeting. Councilwoman Palmer made a motion to schedule interviews with the candidates. Councilwoman Sanders seconded the motion. All in favor and motion carried.

The Munro's contract was discussed. Richard Baker explained the information that was researched on the contract. He said the only mention of a contract in the minutes was from November 13, 2001 and it was to initially start the contract. He said there was nothing indicating that the Council had approved

to renew the contract. Councilman Thompson made a motion for Richard Baker to send a letter to Munro's cancelling the contract for uniform service. Councilwoman Evans seconded the motion. All in favor and motion carried.

Council then discussed a possible ordinance for fire lanes and handicapped parking. Councilwoman Sanders explained her concerns with certain places in the City. Council asked that employees verify that the City is using the International Fire Code. They also asked for examples of fire lane ordinances from other Cities. There was no action on this item.


Updating City ordinances was discussed next. Mayor Hawthorne stated there was a committee that went through the ordinances some time ago and that Mark Hainley had made some changes to them as well. Council asked that this item be placed on a workshop agenda. No action was taken on this item.


Discussion moved to an update about the unauthorized access to City Hall. Mayor Hawthorne explained about the Sheriff's department investigation. Council discussed security options including the installation of cameras. Councilwoman Evans made a motion for City staff to look into options for the security of City Hall. Councilman Thompson seconded the motion. All in favor and motion carried.

An update was then given on the Municipal Court of the City of Anahuac starting to take traffic citations. Council discussed the ratio's of payments that the City will get to keep and the amount of tickets written within the City. Kimberly Upston explained information that was gathered from the Texas Department of Transportation. Council asked that the information be e-mailed to each of them and that Constable Langford be present at the next meeting to give additional information. There was no action taken on this item.

Council discussed the changing of the terminal passwords on all City computers. Kimberly Upston explained that she had spoken with the City's IT consultant and that he will be out in the near future to change all passwords and change the security on the computers. Councilwoman Evans made a motion for all passwords to be changed on all City of Anahuac computers. Councilwoman Sanders seconded the motion. All in favor and motion carried.

Councilwoman Sanders made a motion to adjourn. Councilwoman Palmer seconded the motion. At 7:30 p.m. the Special Meeting of the City of Anahuac City Council was adjourned.


Kimberly Upston, City Secretary
City of Anahuac


Sue Hawthorne, Mayor
City of Anahuac