

PUBLIC HEARING/REGULAR MEETING  
MONDAY, JUNE 13, 2011  
6:00 P.M.

A Public Hearing/Regular 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, June 13, 2011 at the above noted time.

There were present:

Sue Hawthorne  
Linda Palmer  
Danny Thompson  
Hall Whitley  
Sharon Brown  
Lance Nauman  
Kimberly Upston  
Richard Ferguson  
Dan Irby

Mayor  
Councilwoman  
Councilman  
Councilman  
Councilwoman  
City Administrator  
City Secretary  
City Attorney  
Public Works Director

Those not present:

Cheryl Sanders

Mayor Pro-Tem

Guests:

Dayna Haynes  
Scott Evans  
Dana Evans  
A. Lynette Parsons  
Ricky Bourque  
Rick Mendenhall  
Scott Wibbe  
Mark Hainley  
Bruce Corner  
Joel Venable

The Progress  
Citizen  
Citizen  
Citizen  
Shaumburg & Polk, City Engineer  
Citizen  
Employee  
Employee  
Citizen  
Citizen

At 6:00 p.m. Mayor Hawthorne called the public hearing to order. Dana Evans spoke about the expense of changing the street name from Sabine St. to Mendenhall Drive that would be incurred by the city. Councilwoman Palmer said she had spoken to one of the citizens that would be affected and the gentleman said he did not mind the change. There was also discussion about the Marshall family who has property on Sabine. The public hearing was adjourned at 6:05 p.m.

At 6:05 p.m. Mayor Hawthorne called the regular meeting to order. Councilwoman Brown led the invocation and Councilman Whitley led the pledges to the American and Texas flags.

Mayor Hawthorne called on A. Lynette Parsons to speak. Ms. Parsons spoke about the issue she is having with feral cats in her neighborhood.

Ordinance 2011-04-02: An Ordinance of the City of Anahuac, Texas, changing the name of Sabine Street in the City of Anahuac, Texas to Mendenhall Lane; and providing an effective date was discussed. After more discussion about the effect it would have on citizens, Councilwoman Palmer made a motion to approve the ordinance once the Marshalls were contacted and had given their approval. Councilman Whitley seconded the motion. All in favor and motion carried.

A proclamation in support of the Vietnam Veteran's Memorial that will be placed at the Capitol Building in Austin, Texas was read by Mayor Hawthorne. Councilman Thompson made a motion to approve the proclamation. Councilwoman Brown seconded the motion. All in favor and motion carried.

Discussion was held on appointing Utility/Accounting Clerk Julie Harvill as Assistant City Secretary. Kimberly Upston explained that it would just be a title change and no monetary compensation would be given. Councilwoman Brown asked if she would be doing any of the City Secretary job duties. Ms. Upston explained that Mrs. Harvill would only be acting in her absence and with her instruction. Councilwoman Palmer made a motion to appoint Utility/Accounting Clerk Julie Harvill as Assistant City Secretary. Councilman Whitley seconded the motion. All in favor and motion carried.

The seismic permit application for Sampson Lone Star L.L.C. was discussed. Lonnie Saunier, a representative from Sampson Lone Star L.L.C, had declined to attend the meeting. There were questions about the use of the shot-hole technique by the company and where the property was located. There was discussion about adding an addendum to the permit to only permit the use of geophones. Council decided that more information was needed and that Mr. Saunier needs to be present to answer questions. No action was taken on this item.

Discussion moved to the loaning of certain items to the Chambers County Historical Commission. Kimberly Upston explained that when cleaning out the storage rooms at City Hall there were several items that were able to be destroyed that held historical value. She said instead of destroying the items, staff felt they would be put to better use by the Chambers County Historical Commission. Councilwoman Brown made a motion to approve loaning the items to the Chambers County Historical Commission. Councilwoman Palmer seconded the motion. All in favor and motion carried.

The next agenda item discussed was Council members attending the Newly Elected Officials Workshop in Houston, Texas. Councilwoman Palmer said she had already registered to attend. Councilman Whitley said he would like to attend. Lance Nauman said he would also like to attend. Councilwoman Brown and Councilman Thompson said they had been before and did not feel the need to attend this year. Councilman Thompson made a motion to approve Councilwoman Palmer, Councilman Whitley, and City Administrator Lance Nauman to attend the Newly Elected Officials Workshop in Houston, Texas. Councilwoman Brown seconded the motion. All in favor and motion carried.

Accounts payable was discussed. Councilwoman Palmer asked if a street light audit had been done. Dan Irby said it hadn't been done recently but, one had been done a while back and he would need to talk to our representative from Entergy about it. Councilman Thompson asked about the invoice from Munro's Uniforms. Kimberly Upston said it would be the last invoice from them. Councilwoman Brown asked about an invoice from Underground Inc. Dan Irby said it was for repairs to the sewer jet machine.

Mayor Hawthorne asked if more budget amendments were going to be done. Lance Nauman said that more would be done and that City staff has already started to put them together to clean up the budget. He also said there is a new type of report that will be included with the next bookkeepers report. Councilman Whitley made a motion to approve accounts payable. Councilwoman Palmer seconded the motion. All in favor and motion carried.

The minutes from the Special Meeting held on April 25, 2011 and the Regular Meeting held on May 9, 2011 was discussed. There were no corrections to the minutes. Councilwoman Brown made a motion to approve the minutes. Councilman Thompson seconded the motion. All in favor and motion carried.

Discussion on the sludge hauling at the sewer plant was held. Lance Nauman explained the cost analysis and bids that were received for services. He explained that Magna Flow was the lowest bidder for the sludge hauling service. He explained there would be no contract and there would be a one year price agreement. Councilman Whitley made a motion to approve Magna

Flow to haul the sludge from the sewer plant. Councilman Thompson seconded the motion. All in favor and motion carried.

Lance Nauman gave a presentation on declaring certain items surplus and showed Council a disposition plan for those items. The items included three golf carts, metal dumpsters, an elevated gas tank, and the old sewer plant lab house. He explained that there are miscellaneous pumps, equipment, and valves that would be scrapped for the metal. He said the metal dumpsters would be cut to provide metal sheets for the public works department and the rest would be scrapped for the metal. He said there were about 12 55-gallon metal drums that would also be scrapped.

Mr. Nauman proposed scrapping the dumpsters, miscellaneous pumps, equipment, valves and drums for the metal and to request bids for the three golf carts, the elevated gas tank, and the old sewer plant lab house. Councilwoman Palmer asked about how much money he would expect to receive from the items. He said he would expect to receive about \$3000 from the scrap metal, \$1000 each for the golf carts, and \$500 to \$600 for the sewer plant lab house.

Councilwoman Brown made a motion to approve the surplus items and the disposition plan. Councilwoman Palmer seconded the motion. All in favor and motion carried.

Discussion was held on the City of Anahuac's Fraud Policy. Councilman Thompson asked if the correct policy was being followed. Kimberly Upston said the correct one was being followed. Councilwoman Palmer asked if employees had signed the acknowledgement form for the policy. Ms. Upston said employees would be signing it at their next staff meetings. Richard Ferguson said since there was not a signed version of the policy it could be changed to include the effective date and then the current Mayor and City Secretary could sign it. He said the policy would have the passed date, the effective date and the signed date. He said that even if the previous Mayor did not sign the policy it became effective three days after the Council had approved it. There was no action on this item.

Councilman Thompson pulled the discussion and possible action on the job descriptions of the City of Anahuac and the chain of command for employees from the agenda. There was no action on this item.

The reports from the staff and departments were discussed next. Councilwoman Palmer asked why some court cases were dismissed. Mark Hainley said one case was because a witness did not show to testify. Mayor Hawthorne said she would like the Judge to come to the next meeting to discuss the Court.

Lance Nauman gave his report. He included information on the Trinity Bay Conservation District contract workshop, the Budget, the Sewer Plant, the HIPPA file room, traffic lights, online bill pay, a water billing co-op and students' participation in city government.

Councilwoman Brown made a motion to adjourn. Councilwoman Palmer seconded the motion. At 7:10 p.m. the Regular Meeting of the City of Anahuac City Council was adjourned.



**Kimberly Upston, City Secretary**  
City of Anahuac



**Sue Hawthorne, Mayor**  
City of Anahuac