

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS

December 13, 2018 at 6:30 p.m.

1. Call to order and quorum call. In attendance were Mayor Ball, Aldermen Repino, Tremblay, Tomasini and Garcia. City Attorney Casandra Ortiz, City Administrator Ken Roberts, and City Clerk Katherine Yelton. Alderman Fillinger was absent.
2. Pledge of Allegiance. The Pledge of Allegiance was led by Mayor Ball
3. Citizens to be heard. This item will be open for up to 30 minutes, with 3 minutes to each speaker. If there are more than 10 speakers, each will be given 2 minutes. Pedro Orduño – Requested consistency with budget line items in order to easily compare year-to-year spending.
4. The income and expenses will be reported by City Clerk Katherine Yelton and possible discussion. Beginning balance as of Nov 1, 2018 \$484,670.06, Checks & Payments \$24,131.39, Deposits \$65,016.80, Ending balance as of Nov 30, 2018 \$524,505.31.
5. Mayoral announcement of Tiger Sanitation's increase of the current rate by 4.9%, or from \$15.25 a month to \$16.00 a month effective January 1, 2019. Mayor Ball mentioned the original contract with Tiger Sanitation allowed for a CPI increase, which is now being exercised. No action taken.
6. Consent Agenda. All matters listed under Consent Agenda are considered routine by the City Council of the City of Sandy Oaks and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.
 - a) Approval of the minutes from the Regular City Council Meeting on November 8, 2018.
 - b) Approval of the minutes from the Special City Council Meeting on November 13, 2018.
 - c) Approval of the minutes from the Special City Council Meeting on November 29, 2018.
 - d) Discuss/possible action on approval for payment of October invoice no. 1181 from Kassahn & Ortiz, P.C. for city attorney services not to exceed \$6,320.00.
 - e) Discuss/possible action on approving payment to Chuck's Auto Repair for a battery and installation fee for the City Marshal's vehicle not to exceed \$160.00.

Item c) was pulled since the minutes were not ready. Alderman Tomasini asked that item a) be pulled to discuss and mentioned that agenda item 8 was missing the name of the alderman who seconded the motion. Alderman Tremblay made a motion to approve items b, d, and e, which was seconded by Alderman Repino and passed unanimously. During the discussion, it was found that Alderman Fillinger was the one who seconded the motion for agenda item 8 from November 8, 2018 meeting, so Alderman Tremblay made a motion to approve item a) as amended, which was seconded by Alderman Repino and passed unanimously
7. Discuss and/or possible action on a nomination, appointment, and matters related to the appointment of a City Municipal Judge. Mayor Ball mentioned that the Office of the Municipal Judge is part of the Marshal's office and they need to be developed in coordination with each other. Mayor Ball read the ordinance providing for the appointment of the Municipal Judge, which Alderman Tremblay made a motion to approve and was seconded by Alderman Repino and passed unanimously. Mayor Ball recommended the compensation for the Municipal Judge mirror the City Attorney's fee of \$150 an hour plus expenses and travel time. City Attorney, Casandra Ortiz, said a city the size of Sandy Oaks typically holds a court session half a day once a month and can be extended depending on the docket. Alderman Tremblay confirmed this is

contract work/professional services and the continued to make a motion to set the Judge's compensation at \$150.00 an hour with expenses and travel at the IRS approved rate, which was seconded by Alderman Garcia and passed unanimously. Mayor Ball then nominated Linda Molina who accepted the nomination. Alderman Repino made a motion to approved Mayor Ball's nomination, which was seconded by Alderman Garcia and passed unanimously.

8. Administer oath of office for City Municipal Judge. Mayor Ball administered the oath of office for Linda Molina. Judge Molina then mentioned training that is required for her position, which is occurring in San Antonio on Jan 7-9 for \$100 and was approved by Council.
9. Discuss and/or possible action amending Ordinance 2015-35 Health & Sanitation Regulation. Alderman Tremblay referred Council to Section 14 regarding the placement of 96 gallon or smaller containers for collection and stated his opinion that it should read just "containers for collection" and not specify any size. Alderman Tomasini questioned what was added to amend the original ordinance and Alderman Tremblay said item B so that no dumpster will be placed in the City's right-of-way. Alderman Tremblay then made a motion to amend Section 14 of the proposed ordinance as stated, which was seconded by Alderman Repino and passed unanimously. Alderman Tremblay then made a motion to approve the amended proposed ordinance, which was seconded by Alderman Repino and passed unanimously. Alderman Tremblay then made a motion directing the City Attorney to compose a letter to Tiger Sanitation to remind them that they agreed to comply with all laws and ordinances so they should follow through and notify their customers. That motion was seconded by Alderman Repino and passed unanimously.
10. Discuss and/or possible action to remove the chain link fence surrounding the municipal building and erecting a sign designating the building as City Hall. Alderman Tremblay mentioned that with a current lighting, an alarm system, and cameras positioned around the building and park, he'd make a motion to remove the fence around the front of the municipal building and leave the sides and back fenced. This motion was seconded by Alderman Garcia and passed unanimously. Alderman Tremblay then made a motion to direct the City Clerk to design a sign designating the building as City Hall and come back to Council with quotes for approval, which was seconded by Alderman Repino and passed unanimously.
11. Discuss and/or possible action approving the installation of solar powered security lights on the sides and rear of the City Hall building. Alderman Tremblay made a motion to approve a cost not to exceed \$250, which was seconded by Alderman Garcia and passed unanimously.
12. Discuss and/or possible action on an ordinance amending the annual budget for Fiscal Year 2018-2019 for municipal purposes, providing a severability clause, and providing for an effective date. Mayor Ball discussed the possible changes: Move City Clerk Salary to Expense line, Employee Benefits/Healthcare to Insurance and create a subcategory for Benefits/Workers' Comp, NNO to Community Programs and add \$1500 to bring to \$2000, remove Supplies under City Council & Mayor Expense and move the funds to Supplies under Operations, Decrease Equipment and Supplies under Animal Control and apply to new subcategories Veterinarian Services and Containment/Facilities evenly, delete Animal Control Officer line and this would bring total of Animal Control to \$40,000. Under Marshal Salary & Benefits, change to Salary only and decrease to \$65,000. Delete City Marshal – Other. Add City Administrator and \$39,000 under Contract Services. Combine City Engineer with Engineering Services. Adjust the following for three quarters: Municipal Court-Other \$7,500, Municipal Judge \$13,201, and Prosecutor \$12,400. Make the following changes to Operations: Books/Subscriptions decrease to \$,1000, Postage/Mailing increase to \$1,000, Printing/Copying decrease to \$3,500, Operating Supplies

increase to \$2,472, and Telephone/Telecommunications decrease to \$9,350. Alderman Tremblay wanted to confirm that Operating Supplies would apply for supplies needed for Alderman, too, which was affirmative. Adjust utilities by increasing Electricity to \$24,522 and decreasing Water to \$752. Add a line item for Employee Benefits with \$26,026, and Worker's Comp with \$5,000. Under Payroll Expenses, add Employer Share of FICA/Medicare with \$8,600. Under Public Works, delete Mowing line item and move funds to new line item Tools & Equipment, decrease PWE Salary to \$36,400, remove the Public Works-Other line item and adjust the expense flow from Tools & Equipment and to remove the \$10,000 from Legal Expenses and move to Public Works Tools & Equipment. Alderman Tomasini confirmed that expenses to Elmendorf and Selma would come from Animal Control Containment/Facilities. Alderman Repino then made a motion to approve the proposed amended ordinance and budget as presented, which was seconded by Alderman Garcia and passed unanimously.

13. Discuss and/or possible action naming a Mayor Pro Tem. Mayor Ball nominated Alderman Tremblay as Mayor Pro Tem who accepted the nomination. Alderman Repino then made a motion to approve the nomination, which was seconded by Alderman Garcia and passed unanimously.
14. Discuss and/or possible action amending Ordinance 2018-88 Park Ordinance and removing Section 12 regarding the ability to use any fuel or battery-powered aviation devices within the city park. Alderman Tremblay made a motion to approve the proposed amended ordinance, which was seconded by Alderman Repino and passed unanimously.
15. Discuss and/or possible action on the TMLIEBP Personnel Benefits Package for full-time employees of the City. Mayor Ball explained that because the City missed the effective date of the benefits when previously approved, another proposal needs to be approved because of a slight increase in prices. Alderman Tomasini made a motion to approve the same benefits package that was previously approved with the price increase, which was seconded by Alderman Garcia and passed unanimously. Plan P85-250-30-A Choice \$30 OV
16. Discuss and/or possible action on a Workers' Compensation Insurance Policy through TMLIRP. Alderman Tomasini made a motion to approve the Workers' Compensation as presented, which was seconded by Alderman Garcia and passed unanimously. Follow-up item is to add Ken Roberts to policy.
17. Discuss and/or possible action amending Ordinance 2015-14, Master Fee Schedule. Alderman Tomasini made a motion to table this item until the January 2019 meeting, which was seconded by Alderman Garcia and passed unanimously.
18. Discuss and/or possible action to evaluate SA Pays payroll services. Decision was made to continue with SA Pays for payroll services.
19. Discuss and/or possible action to approve the purchase of two replacement basketball poles, hoops, and backboards for the City Park basketball court. Alderman Tremblay made a motion to approve a cost not to exceed \$3,400, which was seconded by Alderman Garcia and passed unanimously.
20. Discuss and/or possible action for additional task order from M&S Engineering for the Memorandum of Understanding (MOU) related to the fiber installations being done by AT&T and Alamo Broadband. A conference call was made to Mr. Tom Turk who provided more information on the MOU. Alderman Tremblay motioned to not approve an additional task order

in support of fiber install mapping, which was seconded by Alderman Tomasini and passed unanimously.

21. Discuss and/or possible action on monthly trash service for the City through Tiger Sanitation. Alderman Tremblay made a motion to approve a 2-yard dumpster from Tiger Sanitation to support the clean up of the City Park, park restrooms, and for City Hall trash and take from the Municipal Building line item of the budget. This was seconded by Alderman Repino and passed unanimously.
22. Discuss and/or possible action on AC Door Specialties' quote to replace the original front door to City Hall. Alderman Tremblay made a motion to instruct the City Clerk to obtain more quotes before a decision is made and bring back to Council in January's meeting. This was seconded by Alderman Repino and passed unanimously.
23. Adjourn. Alderman Tremblay made a motion to adjourn at 9:13 p.m., which was seconded by Alderman Garcia.

PASSED AND APPROVED ON THIS 21st DAY OF JANUARY 2019.

ATTEST:


City Clerk
Katherine Yelton


Mayor
Micki L. Ball