

**November 17, 2023**

The **City of San Augustine City Council** will meet for a regular meeting on **Tuesday, November 21, 2023 at 5:00 p.m.** The meeting will be held in the **Council Chambers** located at **301 South Harrison Street, San Augustine, Texas.**

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**Jeremy Lynch – City Secretary**

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**AMENDED AGENDA**

1. Call Meeting to Order
2. Prayer
3. Pledge To the Flags
4. Welcome Guests
5. Citizen Presentations: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to two minutes each.
6. Approval of Minutes of Previous Meeting(s)
7. Chief Jonathan Sowell – Update on Police Department Activity
8. Judge Jeff Cox – Update on Municipal Court Activity
9. Liz Jones – Update on Main Street Program
10. Jeaneyse Mosby – Update from City Manager
11. Discussion and Action, if any, to increase the Two Minute Time Limit on Citizen Presentations
12. Discussion and Action, if any, to pass a Resolution to Authorize the San Augustine County Chamber of Commerce Christmas Parade and Parade Route
13. Discussion and Action, if any, to approve a 5% Garbage Rate Increase requested by Piney Woods Sanitation
14. Discussion and Action, if any, to approve a package containing resolutions, policies, proclamations and plans as required by the Texas Department of Agriculture related to TxCDBG Contract No. CDM22-0044 (Main Street Sidewalk Improvement Project)
15. Discussion and Action, if any, to approve Electric Service Emergency Operations Plan
16. Discussion and Action, if any, to approve City of San Augustine Proposed 2024 Holiday Schedule
17. Executive Session
  - A. Pursuant to Texas Government Code §551.074 Personnel Matters; Discussion of Employee Time Management
18. Reconvene Open Meeting for Discussion and Action, if any, on Executive Session Item #17
19. Adjourn

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations About Security Devices) and 551.087 (Economic Development).

I, the undersigned authority does hereby certify that the Notice of Meeting was posted on the front door at City Hall of the City of San Augustine, TX, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:

November 17, 2023 by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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City Secretary, City of San Augustine, Texas

The City of San Augustine held its regular meeting on Tuesday, November 21, 2023, at 5:00 p.m.

Members present were:

Mayor	Leroy Hughes
Alderman	Marcus Hafford
Alderwoman	Pamela Teel
Alderman	Juan Diaz, Jr.
Alderman	Herman Wilson
Attorney	Wade Flasowski
City Manager	Jeaneyse Mosby
City Secretary	Jeremy Lynch

Mayor Leroy Hughes called the meeting to order at 5:00 p.m.

Mayor Hughes offered prayer.

The pledge to the flags was recited in unison.

Mayor Hughes welcomed guests.

There were several guests in attendance.

**5. Citizen Presentations: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to two minutes each.**

Jackie Bell thanked the council for implementing a visual timer for Citizen Presentations and for considering increasing the time limit per speaker. He also requested that consideration be given to implementing a sound system to make it easier for the public to hear the council speak.

The owner of R & J Disposal requested an opportunity to bid on the disposal contract the next time it was up for bid.

Stephen Hayes informed the council about Tom Gilcrease's wreck while answering a fire call and resultant injuries.

**6. Approval of Minutes of Previous Meeting(s)**

Alderman Marcus Hafford offered a motion to approve the minutes of the previous meeting(s). Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

7. **Chief Jonathan Sowell – Update on Police Department Activity**

Chief Sowell gave the update on the police department's activity for the month of October, 2023. Activity included: 13 reports filed, 3 felony arrests, 2 misdemeanor arrests, 3 occasions of assisting other agencies, 251 calls for service answered, 1 juvenile case filed, 4 auto accident reports filed, 15 citations written, and 48 warnings issued.

8. **Judge Jeff Cox – Update on Municipal Court Activity**

Judge Cox reported the Municipal Court Activity for month of October, 2023. There were 13 citations received, with fines and court costs collected totaling \$592.00. Remitted to state – \$333.00, City retention – \$259.00.

Judge Cox went to Tyler for training and learned that speeding continues to be the leading cause of accidents statewide, but distracted driving has overtaken drunken driving as the leading cause of fatality accidents in Texas.

9. **Liz Jones - Update on Main Street Program**

Liz Jones reported San Augustine Main Street Patrons and Loyal Supporters recently awarded Haley Furniture a small Front Façade Grant, helping the business update the building's front façade. Four Front Façade Grants have been awarded to Main Street businesses this year, helping businesses update their front façades while preserving the historic character of the buildings.

The annual Lighted Christmas Parade will be on Friday, December 1<sup>st</sup> at 6:00 p.m., and the Christmas Market Days are Friday, December 1<sup>st</sup> and Saturday, December 2<sup>nd</sup>.

10. **Update from City Manager Jeaneyse Mosby**

City Manager Jeaneyse Mosby reported that she had met with contracted engineers to help get the City's PUC fine regulated. A company will be brought in to inspect the lines and go from there.

The same engineers are working with the City on the ongoing rate study and approved of Mrs. Mosby's formula for determining rates.

They are also helping the City with a solar policy. This policy is still being generated, but customers would need to install a manual cutoff to prevent back feed.

The side boom mower was delivered and has been used for about a month and a half now. The mini excavator was just recently delivered.

The restricted checking account to collect excess funds from PCA charges has been opened. The amount collected at the end of fiscal year 2023 was actually less than initially believed due to some co-op equipment that malfunctioned and didn't properly meter electricity being used. These funds will be used toward customer bills should usage increase drastically due to severely high or low temperatures.

The City has ended contracted trimming of trees to reduce line loss, but the Electrical Department will continue to trim.

The City is looking into AMI meters to help with billing efficiency and accuracy. Mrs. Mosby has moved another employee to help with reading meters to attempt to improve efficiency and accuracy for now.

**11. Discussion and Action, if any, to increase the Two Minute Time Limit on Citizen Presentations**

After discussion, Alderman Marcus Hafford offered a motion to increase the time limit to three minutes for each citizen presentation. Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

**12. Discussion and Action, if any, to pass a Resolution to Authorize the San Augustine County Chamber of Commerce Christmas Parade and Parade Route**

After discussion, Alderman Marcus Hafford offered a motion to pass the resolution authorizing the parade and route. Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

**13. Discussion and Action, if any, to approve a 5% Garbage Rate Increase requested by Piney Woods Sanitation**

Mr. Sonny Hubbard from Piney Woods Sanitation detailed the business between Piney Woods and the City and expressed the efforts of Piney Woods to be a contributing part of the community. He proposed that the City take no action in December, causing the contract to automatically renew in June for another year, with the promise of no rate increase.

After discussion, Alderwoman Pamela Teel offered a motion to accept Mr. Hubbard's proposal. Alderman Herman Wilson seconded the motion. All voted in favor of the motion except for Alderman Juan Diaz. Motion carried.

**14. Discussion and Action, if any, to approve a package containing resolutions, policies, proclamations and plans as required by the Texas Department of Agriculture related to TxCDBG Contract No. CDM22-0044 (Main Street Sidewalk Improvement Project)**

Mr. B.J. Hoppe congratulated the City on being awarded the grant and explained that this is the standard package of paperwork needed to be filled out.

After discussion, Alderman Marcus Hafford offered a motion to approve all three Tax Resale Deeds. Alderwoman Pamela Teel seconded the motion. All voted in favor of the motion. Motion carried.

**15. Discussion and Action, if any, to approve Electric Service Emergency Operations Plan**

Mrs. Mosby explained the purpose of the plan and the process of its approval.

After discussion, Alderman Juan Diaz offered a motion to approve the Electric Service Emergency Operations Plan. Alderman Marcus Hafford seconded the motion. All voted in favor of the motion. Motion carried.

**16. Discussion and Action, if any, to approve City of San Augustine Proposed 2024 Holiday Schedule**

After discussion, Alderman Marcus Hafford offered a motion to approve the Electric Service Emergency Operations Plan. Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

**17. Executive Session**

**A. Pursuant to Texas Government Code §551.074 Personnel Matters; Discussion of Employee Time Management**

Agenda Item #18 was amended to correctly read “Reconvene Open Meeting for Discussion and Action, if any, on Executive Session Item #17.”

Council went into executive session at 5:49 p.m.

**18. Reconvene Open Meeting for Discussion and Action, if any, on Executive Session Item #17**

Council reconvened from executive session at 6:16 p.m.

Regarding Executive Session Item #17A, no action was taken.

**19. Adjourn**

Meeting adjourned at 6:17 p.m.

  
Leroy Hughes, Mayor

  
Jeremy Lynch, City Secretary