

# HEWITT TEXAS

## CITY COUNCIL WORKSHOP/REGULAR MEETING

April 04, 2022 at 5:45 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

### MINUTES

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**Steve Fortenberry**, Mayor, Ward 3

**Michael S. Bancale**, Mayor Pro Tem, At-Large – **Charlie Turner**, Council Member, Ward 1

**Wilbert Wachtendorf**, Council Member, Ward 1 – **Bill Fuller**, Council Member, Ward 2

**Bob Potter**, Council Member, Ward 2 – **Erica Bruce**, Council Member, Ward 3

#### **MEMBERS PRESENT:**

Mayor Steve Fortenberry

Mayor Pro Tem Michael Bancale

Council Member Erica Bruce

Council Member Bob Potter

Council Member Bill Fuller

Council Member Charles D. Turner

Council Member Wilbert Wachtendorf

#### **WORKSHOP MEETING - 5:45 PM**

#### **WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER**

Mayor Steve Fortenberry called the meeting to order at 5:45 PM and announced all members were present.

#### **WORKSHOP AGENDA**

##### **1. DISCUSSION CONCERNING COUNCIL MEETING PROCEDURES AND RELATIONS POLICY.**

Mayor Steve Fortenberry introduced the topic and reminded Council to consult with City Manager if there are any questions on agenda items. City Manager Bo Thomas recommended Council expire the Council Meetings Procedures as it was not applicable presently. However, Mr. Thomas stated that the Council Relations Policy and Code of Ethics were more practical guide on Mayor-Council-Staff relations. City Attorney Mike Dixon advised that he would provide training on the Texas Open Meetings Act and the Public Information Act for incoming council members shortly after the newly elected officials are sworn in.

**2. DISCUSSION REGARDING SEWER CONSTRAINTS IMPACTING DEVELOPABLE PROPERTY.**

City Engineer Miles Whitney presented potential sewer constraints underneath Hewitt Drive and Union Pacific's Railroad that could occur with further development in the upper portions of the sewer basin. Council's consensus was to budget for the installation and construction of larger lines to prepare for the area's growth.

**WORKSHOP ADJOURNMENT**

**MOTION:** Council Member Fuller moved to adjourn the Regular Meeting at 7:21 PM.

**SECOND:** Council Member Turner

**AYES:** Bruce, Turner, Fuller, Potter, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** Wachtendorf

**MOTION PASSED.**

**REGULAR MEETING - 7:00 PM**

**DECLARATION OF A QUORUM AND CALL TO ORDER**

Mayor Steve Fortenberry called the meeting to order at 7:00 PM and announced all Council Members were present.

**PLEDGE OF ALLEGIANCE**

Mayor Steve Fortenberry led the Pledge of Allegiance.

**SPECIAL PRESENTATION(S) AND RECOGNITION(S)**

**3. SPECIAL PRESENTATION TO THE HEWITT PUBLIC LIBRARY - AMERICAN STAR LIBRARY 2021**

Eric Ames, Past President of the Hewitt Public Library, presented the award to Library Director Waynette Ditto. Library Director Waynette Ditto recognized the Library staff and presented awards in appreciation of their dedicated hard work, which contributed to these distinguished awards.

**4. SPECIAL PRESENTATION TO THE HEWITT PUBLIC LIBRARY - 2021 ACHIEVEMENT OF EXCELLENCE AWARD**

Eric Ames, Past President of the Hewitt Public Library, presented the award to Library Director Waynette Ditto. Mr. Ames also recognized Library Board members and Friends of the Library present in the audience and thanked them for their support. Mayor and Council expressed appreciation to Library Director Waynette Ditto and staff for making Hewitt's Public Library an outstanding Library.

**PUBLIC COMMENTS**

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. [Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.]

Mayor Steve Fortenberry inquired if any citizens submitted public comment forms. City Secretary Lydia Lopez stated she received no public comment forms. No one appeared.

## **REGULAR AGENDA ITEMS**

### **5. CONSIDER APPROVAL OF MINUTES OF THE WORKSHOP/REGULAR MEETING OF MARCH 7, 2022.**

**MOTION:** Council Member Turner moved approval of the meeting minutes as presented but to allow for corrections.

**SECOND:** Mayor Pro Tem Bancale

**AYES:** Bruce, Turner, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

### **6. BRIEFING AND DISCUSSION CONCERNING FINANCIAL STATEMENTS ENDING FEBRUARY 28, 2022.**

City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the February Financial Statements electronically on March 10, 2022, and inquired if Council had any questions. The Council raised no questions or concerns. No action was required.

### **7. PRESENTATION OF THE REPORT FROM CITY ENGINEER MILES WHITNEY, P.E.**

Update on pending utility projects.

Update on pending street projects.

Update on pending drainage projects.

### **8. DISCUSSION AND POSSIBLE ACTION ON THE AWARD OF BID FOR 2020– E. WARREN STREET IMPROVEMENTS; 1ST STREET TO FM 2063 TO BARNETT CONTRACTING, INC. FOR \$870,134 WITH APPROVAL OF A 10% CONTINGENCY (10% OF THE AWARDED CONTRACT AMOUNT - \$87,013.40), TO BE USED AT THE CITY MANAGER’S DISCRETION IF ANY UNFORESEEN OBSTACLES ARE ENCOUNTERED DURING CONSTRUCTION.**

City Engineer Miles Whitney, P.E., presented results of bid and recommended Council approval with the 10% contingency.

**MOTION:** Mayor Pro Tem Bancale moved approval of bid 2020- E. Warren Street Improvements to Barnett Contracting, Inc., in the amount of \$870,134 with approval of the 10% contingency.

**SECOND:** Council Member Turner

**AYES:** Bruce, Turner, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

### **9. DISCUSSION AND POSSIBLE ACTION ON THE REAPPOINTMENT OF MEMBERS TO THE BOARD OF ADJUSTMENT.**

City Manager Bo Thomas noted that Jim Winton and Bradley Turner have terms that expire this month. He advised the Council that both gentlemen had agreed to serve another two-year term and

were in good standing. City Attorney Mike Dixon recommended Council Member Turner abstain from voting as Bradley Turner was his son.

**MOTION:** Mayor Pro Tem Bancale moved approval of the reappointments of Jim Winton and Bradley Turner to the Board of Adjustment for a two-year term ending in April 2024.

**SECOND:** Council Member Potter

**AYES:** Bruce, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**ABSTAINED:** Turner

**MOTION PASSED.**

**10. DISCUSSION AND POSSIBLE ACTION AUTHORIZING THE CITY MANAGER TO ENGAGE THE SERVICES OF MICHAEL MORRISON TO ASSIST WITH REDRAWING THE WARD BOUNDARIES WITHIN THE CITY OF HEWITT.**

City Manager Bo Thomas presented a summary of the presentation and proposal by Michael Morrison to redraw the ward boundaries. City Attorney Mike Dixon noted the difference in the definition of ‘qualified voter’ versus ‘eligible voter’ between the Election Code and the City Charter. Mr. Thomas recommended approval.

**MOTION:** Mayor Pro Tem Bancale moved to authorize the City Manager to engage the services of Michael Morrison for the purposes of redrawing the Ward lines within the City of Hewitt.

**SECOND:** Council Member Turner

**AYES:** Bruce, Turner, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

**11. DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2022-05 ADOPTING A TEMPORARY CONSTRUCTION SPEED ZONE OF 45 MILES PER HOUR ON FARM TO MARKET ROAD 2113 (SPRING VALLEY ROAD) TO FARM MARKET 2063 (SUN VALLEY) TO FARM TO MARKET 1695 (HEWITT DRIVE) DURING CONSTRUCTION OF THE SPRING VALLEY PROJECT (PROJECT CSJ 2060-01-037).**

City Manager Bo Thomas presented and read the caption.

**MOTION:** Council Member Wachtendorf moved to approve **Ordinance No. 2022-05.**

**SECOND:** Council Member Turner

**AYES:** Bruce, Turner, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

**12. DISCUSSION AND UPDATE ON RECRUITMENT AND RETENTION OF FIELD ASSISTANTS.**

Human Resource Manager Jessica Higgins presented an update on field assistants' recruitment efforts and retention. Ms. Higgins noted that attracting field assistants in the Utilities Department was challenging because of the certification requirements.

**13. BRIEFING AND DISCUSSION CONCERNING AN UPDATE TO THE CITY OF HEWITT'S STRATEGIC PLAN 2022-2027.**

City Manager Bo Thomas stated staff would provide updates on the Strategic Plan.  
Community Development - Presented by Community Development Director Tracy Lankford  
Utilities – Presented by Utilities Director Kevin Reinke - Design phase of new well  
Fire Department – Presented by Fire Chief Lance Bracco

**ADJOURNMENT**

**MOTION:** Council Member Fuller moved to adjourn the Regular Meeting at 7:59 PM.

**SECOND:** Council Member Turner

**AYES:** Bruce, Turner, Fuller, Potter, Wachtendorf, Bancale, and Fortenberry

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

Approved: \_\_\_\_\_

ATTEST:

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Lydia Lopez, City Secretary

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Steve Fortenberry, Mayor