

# MINUTES

## RICHWOOD CITY COUNCIL MEETING

Monday, July 10, 2023 at 6:00 PM

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BE IT KNOWN THAT a City of Richwood City Council will meet Monday, July 10, 2023, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. INVOCATION

Tricia Ditto, Finance Director, led the invocation.

III. PLEDGES OF ALLEGIANCE

Mayor Durham led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

Michael Durham, Mayor:	Present
Mike Johnson, Position 1:	Present
Mike Challenger, Position 2:	Present
Amanda Reynolds, Position 3:	Present
Rory Escalante, Position 4:	Present
Jeremy Fountain, Position 5:	Present

Others present: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Stephen Mayer, Chief of Police; Tricia Ditto, Finance Director; Clif Custer, Public Works Director; Phillip Knop, City Attorney.

V. PUBLIC COMMENTS

There were no public comments.

VI. CONSENT AGENDA

A. Approval of minutes from regular meeting held June 19, 2023.

B. Approval of minutes from special meeting held June 23, 2023.

***Motion to approve consent agenda.***

***Motion made by Mike Johnson, Seconded by Jeremy Fountain.***

***Voting Yea: Mike Johnson, Mike Challenger, Amanda Reynolds, Rory Escalante, Jeremy Fountain***

***Motion carried.***

VII. DISCUSSION AND ACTION ITEMS

A. Discuss and consider awarding Construction Contract 1-2023 / ARPA South Water Plant Improvements to the lowest qualified bidder, Matula and Matula Inc.

Clif Custer, Public Works Director, presented.

Discussion held on Matula and Matula and their previous work history and change orders.

Discussion held on costs differences in the bids.

Discussion held on bid specifics and how it's conducted.

***Motion to award Construction Contract 1-2023 / ARPA South Water Plant Improvements to the lowest qualified bidder, Matula and Matula Inc.***

***Motion made by Rory Escalante, Seconded by Jeremy Fountain.***

***Voting Yea: Mike Johnson, Mike Challenger, Amanda Reynolds, Rory Escalante, Jeremy Fountain***

***Motion carried.***

- B. Discussion regarding Equipment Replacement Schedule

Clif Custer, Public Works Director, presented.

Discussion held on possible replacement plans for vehicles.

Discussion held on rationale for brand name purchases.

Discussion held on maintenance of newly purchased equipment.

Discussion held on working with other Cities regarding equipment.

***Discussion only, no action taken.***

- C. Discuss and consider approving Resolution 23-R-77, declaring property salvage or surplus and authorizing the disposal or sale of specified items.

Clif Custer, Public Works Director, presented.

Discussion held on method of sale.

Discussion held on surplus status of equipment.

***Motion to approve Resolution 23-R-77, declaring property salvage or surplus and authorizing the disposal or sale of specified items and way of sale to be brought back.***

***Motion made by Jeremy Fountain, Seconded by Mike Challenger.***

***Voting Yea: Mike Johnson, Mike Challenger, Amanda Reynolds, Rory Escalante, Jeremy Fountain***

***Motion carried.***

- D. Discuss and consider awarding bid #23-003P for Debris Management and Removal Services.

Eric Foerster, City Manager, and Kirsten Garcia, City Secretary, presented.

Discussion held on prior storms and cleanup.

***Motion to award bid 23-003P to Ceres environmental.***

***Motion made by Mike Johnson, Seconded by Rory Escalante.***

***Voting Yea: Mike Johnson, Mike Challenger, Amanda Reynolds, Rory Escalante, Jeremy Fountain***

***Motion carried.***

- E. Discuss and consider amending the City's Policy and Procedure Manual, Policy #1105: Use of City Vehicles.

Eric Foerster, City Manager, presented.

Leslie Klug - 105 Hummingbird Ct - Had questions about the policy limiting ride alongs.

Discussion held on use of vehicle in regards to community out reach.

***Motion to amending the City's Policy and Procedure Manual, Policy #1105: Use of City Vehicles as presented by the City Manager.***

***Motion made by Mike Johnson, Seconded by Amanda Reynolds.***

***Voting Yea: Mike Johnson, Mike Challenger, Amanda Reynolds, Rory Escalante, Jeremy Fountain***

***Motion Carried.***

F. Consider items removed from consent agenda

No items removed from consent agenda.

VIII. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer, Public Works Director, presented.

Discussion held on generators.

IX. CITY MANAGER'S REPORT

Eric Foerster reported that the gazebo repairs at Ellis Park are almost complete.

X. COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson reported that All America Night was great.

Mike Challenger stated that he likes the path we are on, and we are going to get good stuff accomplished. He also spoke regarding growth surrounding us.

Rory Escalante spoke regarding investment in infrastructure and dedicated fleet and equipment maintenance. Stated he would like to look into the software system we could use.

Jeremy Fountain commented regarding the TCEQ violation and would like to please make sure we don't miss those in the future.

XI. MAYOR'S REPORT

Mayor Durham congratulated City Secretary, Kirsten Garcia, for being named by The Facts Newspaper as a top Leader Under 40.

Mayor spoke regarding those who are out on the Bayou and recent accidents, stated he would like to see everyone be more careful.

Mayor expressed thanks to all that showed up to the Fourth of July celebration.

XII. FUTURE AGENDA ITEMS

Budget Workshop

Surplus Equipment Sale

Status sheet for equipment maintenance discussion

XIII. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:06 p.m.

**These minutes were read and approved on this 14th day of August 2023.**

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Mayor

ATTEST:

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City Secretary