



The City of Liberty
City Council
Regular Meeting
~ Minutes ~

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, October 9, 2018

6:00 PM

City Council Chambers

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Carl Pickett	Mayor	Present	
Diane Huddleston	Mayor Pro Tem	Present	
Dennis Beasley	Councilperson	Present	
Libby Simonson	Councilperson	Present	
David Arnold	Councilperson	Present	
Paul Glazener	Councilperson	Absent	
Chipper Smith	Councilperson	Present	
Tom Warner	City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Attorney	Present	

II. INVOCATION

There was no Invocation given.

III. PLEDGE OF ALLEGIANCE

The Pledge to the American and Texas flags was led by Police Chief Tom Claunch and Fire Chief Brian Hurst, respectively.

IV. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the City Council regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Council may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The City Council may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

Mayor Pickett welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Council. There were no comments from the audience.

Mayor Pickett requested prayers for Councilperson Glazener and his family due to the passing of his father.

V. PRESENTATIONS / REPORTS

A. Information Item (ID # 4262)

Project Updates - City Mgr. T. Warner

COMMENTS - Current Meeting:

City Manager Tom Warner reported on various City projects and activities to include:

- In response to remaining Hurricane Harvey issues, the Texas Small Business Rebuild Initiative will hold an outreach meeting in the Liberty Center on October 31, 2018.
- The City's online auction brought in revenue of approximately \$48,000.
- Employee Christmas Dinner is scheduled for December 13, 2018.
- Update on electric projects, work at Main "A", and sanitary sewer project.
- In regard to annexation, the City has received a draft Industrial District Agreement between the City and Moss Bluff Development Corporation. Negotiations continue with Praxair, Inc.
- An inquiry has been made regarding the purchase of property at 1309 N. Main.

ATTACHMENTS:

- Department Reports (PDF)

B. Information Item (ID # 4263)

Sam Rayburn Municipal Power Agency - Mayor Pickett

COMMENTS - Current Meeting:

Mayor Pickett, President of the Sam Rayburn Municipal Power Agency (SRMPA), reported on the August Meeting minutes, next meeting to be held October 16, 2018, and the Express Feeder that is soon to be placed online providing redundancy in the City's electric system.

ATTACHMENTS:

- August 2018 minutes (PDF)

C. Information Item (ID # 4264)

Mayor, Council and Staff Comments

COMMENTS - Current Meeting:

Police Chief Tom Claunch reported on the recent "Coffee with a Cop" and "Cocoa with the Kids" at Liberty Elementary School, both events a big success.

Fire Chief Brian Hurst reported on the upcoming benefit to support resident, and supporter of the Liberty Fire Department, John "Cami" Gilliland, who has been through major health

issues. Chief Hurst also commented on the MDA Drive, whereby the Department collected \$2500.00.

VI. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Beasley, Councilperson
SECONDER:	Libby Simonson, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

A. Minutes Approval

1. Tuesday, September 11, 2018
2. Tuesday, September 25, 2018

B. Council Action 2018-99

Consider approval of an Electric Department Work Management Program.

ATTACHMENTS:

- Summary - Work Management Program (PDF)

C. Council Action 2018-100

Consider approval of an Electric Department Emergency Load Shedding Program.

ATTACHMENTS:

- Summary - Emergency Load Shedding Program (PDF)

D. Council Action 2018-101

Consider approval of an Electric Distribution Personal Protective Equipment Handbook.

ATTACHMENTS:

- Summary - PPE Handbook (PDF)

E. Council Action 2018-102

Consider approval of an Electric Distribution Protective Grounding Manual.

ATTACHMENTS:

- Summary - Protective Grounding Manual (PDF)

F. Council Action 2018-103

Consider approval of an Electric System Switching and Tagging Manual.

ATTACHMENTS:

- Summary - Switching and Tagging Manual (PDF)

G. Council Action 2018-104

Consider approval of an Underground Electric System Manual.

ATTACHMENTS:

- Summary - Underground Electric System Manual (PDF)

VII. REGULAR AGENDA**A. Regular Session****1. Council Action 2018-106**

Consider approval of a proposal for Administration/Professional Services for the General Land Office (GLO) Community Development Block Grant Disaster Recovery Program and the Texas Division of Emergency Management (TDEM) Hazard Mitigation Grant Program.

COMMENTS - Current Meeting:

A motion was made to approve the proposal, from Public Management, Inc., for Administration/Professional Services for the General Land Office Community Development Block Grant Disaster Recovery Program and the Texas Division of Emergency Management Hazard Mitigation Grant Program.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	Dennis Beasley, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

2. Council Action 2018-107

Consider approval of a Fire Protection Services Agreement between Liberty County and the City of Liberty Fire Department.

COMMENTS - Current Meeting:

Chief Hurst reported that this agreement is executed each year to provide fire protection for the geographic area, outside the City Limits. Revenue to the City for these mutual aid calls are paid at a flat rate. The rate for Fiscal Year 2018-2019 is \$20,000, an increase from \$11,000 for the previous year.

A motion was made to approve the Fire Protection Services Agreement with Liberty County.

ATTACHMENTS:

- Fire Protection Svs Agreement (PDF)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	Dennis Beasley, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

3. Resolution 2018-8

Consider approval of a Resolution adopting the Houston-Galveston Area Council-Regional Hazard Mitigation Plan-2017 Update.

COMMENTS - Current Meeting:

Fire Chief Brian Hurst reported that a local government must have adopted the Hazard Mitigation Plan when applying for federal mitigation grant funding. The plan expired and has been revised to identify new projects. Chief Hurst stated that HGAC is working with area jurisdictions to adopt the Plan Update, which is updated every five years.

A motion was made to approve the Resolution adopting the Houston-Galveston Area Council Regional Hazard Mitigation Plan-2017 Update.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Diane Huddleston, Mayor Pro Tem
SECONDER:	Chipper Smith, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

4. Ordinance 2018-23

CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES, ARTICLE 1.08, ISSUANCE OF CITATIONS; PROVIDING FOR AN EFFECTIVE DATE; AND DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT THIS ORDINANCE BE READ ON TWO SEPARATE DAYS.

COMMENTS - Current Meeting:

City Attorney Brandon Davis stated that through the City's Code of Ordinances, the Animal Control Officer and the Code Enforcement Officer are authorized to issue citations for ordinance violations. The proposed ordinance amends the Code giving authority to the Building Official to also issue citations for code violations.

A motion was made to adopt the Ordinance amending Article 1.08 of the City's Code of Ordinances, allowing the Building Official the authority to issue Code Enforcement citations during the absence of the Code Enforcement Officer.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Diane Huddleston, Mayor Pro Tem
SECONDER:	David Arnold, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

5. Council Action 2018-108

Consider award of contract to Climatec for Heating Ventilation Air Conditioning (HVAC) at the Humphreys Cultural Center.

COMMENTS - Current Meeting:

City Manager Tom Warner reported on the HVAC System at the Humphreys Cultural Center in which no dampers were installed on the fresh air returns when the AC units were recently replaced. This results in various issues, including ventilation problems. The proposed controls will provide a new non-proprietary system, new system graphics, CO2 sensors, air damper actuators demand control ventilation and other benefits. The return period for the cost is approximately two and one-half years.

A motion was made to award the contract for Heating Ventilation Air Conditioning (HVAC) at the Humphreys Cultural Center to Climatec for \$38,500.00.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	Diane Huddleston, Mayor Pro Tem
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith
ABSENT:	Paul Glazener

B. Executive Session

Gov. Code §551.074 - Personnel Matters. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

Government Code §551.071 - Private Consultation with Attorney. On a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act.

1. Discussion of personnel issues.

At 6:37 p.m., Mayor Pickett closed the open meeting and opened the Executive Session as authorized above.

C. Reconvene into Regular Session

At 7:00 p.m., Mayor Pickett closed the Executive Session and reconvened the open meeting.

1. Council Action 2018-105

Consider and take action, if any, on the items as discussed in the Executive Session.

RESULT: NO ACTION TAKEN

VIII. ADJOURNMENT**A. Motion To:** Adjourn

COMMENTS - Current Meeting:

There being no further business before the Council, Mayor Pickett adjourned the meeting at 7:00 p.m.

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Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary