

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, October 28, 2013
Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531
6:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Clint Kocurek, Mayor and presiding officer

A. Opening Prayer

The opening prayer was given by Glenn Patton, City Manager

B. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

C. Texas Pledge of Allegiance

The Texas Pledge of Allegiance was recited by those in attendance.

II. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present:

Clint Kocurek, Mayor and presiding officer
Paul Raymond, Council, Position #1
John Pitts, Council, Position #2 and Mayor Pro Tem
Jarrod Beaty, Council, Position #3
Morgan Laird, Council, Position #4
Donna Lacy, Council, Position #5

A quorum was declared. Others present included Glenn Patton, City Manager, Karen b. Schrom, City Secretary, Kenny Williams, Public Works Director, Brad Caudle, Police Chief, Clif Custer, Public Works Foreman, Jennifer Beaty, Administrative Assistant, Bobby Raspberry, Stephen Landers, Jason Cordoba, City Attorney, Joey Mitchell, UMS, and Michele Story.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the minutes of October 14, 2013 as presented.

IV. ANYONE WISHING TO ADDRESS COUNCIL

There was no one present who wished to address Council on matters not on the agenda.

V. **DISCUSSION AND ACTION ITEMS**

A. Presentation by Utility Metering Systems for electronic meter system

Joey Mitchell of Utility Metering Systems presented a proposal for a metering technology upgrade project. UMS is a nationally recognized installer of utility metering and technology solutions for the water industry. It is a division of XtraLight Manufacturing which is based in Houston, TX and was founded in 1987.

The main and most notable benefit of upgrading the meters is the increase in billable income. We currently have approximately 1,300 meters in the ground and some have been there since the 70's. The ten year mark is when meters tend to slow down. The new meter technology proposed is guaranteed to be accurate for 20 years. Other benefits include real time water reports and reduced operation and maintenance costs.

Several years ago, the City had a third party test 30 meters. According to that test, the data shows the meter reads are inaccurate by 16%. Based on that information, once installed, the City should see an increase of approximately \$15,700 per month.

Other benefits include an alarm system that will let the City know if the meter has been tampered or disconnected or if there is a broken pipe, migrateable technology, the ability to collect reports via internet or air card.

Mayor Kocurek asked if a portal could be added for real time viewing of your account. Mr. Mitchell explained that it could. The City Attorney will now research to see if we need to go out for bids or not.

B. Demonstration - Boardbook for paperless board meetings

Andre Menard gave a presentation, via computer, to demonstrate Boardbook, an electronic tool that makes assembly and distribution of packets a snap and opens the door for paperless board meetings. Boardbook allows for easy access to agenda and packets, keeping of notes, and for archiving. It also allows the City to create several types of users, administration for those compiling the agenda, board members, and other groups such as department heads and the public

On motion by Councilman Raymond, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve Boardbook for paperless board meetings.

C. Ordinance No. 388 - Park Land

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, Ordinance No. 388 - requiring park land or a donation from subdivision developers was approved as presented.

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D. Ordinance No. 382- Commercial/Oversize Vehicles

Jason Cordoba, City Attorney, issued an opinion on Ordinance No. 382 - Commercial/Oversize Vehicles.

In order for a citizen to be in violation of this ordinance, the following elements must be met:

1. If a commercial (truck-tractor, road tractor, semi-trailer, bus, of other capacity of 1 ½ tons) or oversized vehicle (23 ft long x 8 ft wide x 10 ft high)
2. Is standing or parked; and
3. Within a residentially zoned area.

The exception is a commercial vehicle operating within the normal course of business.

Mr. Cordoba was directed to draft language to exclude non profit organization's buses.

E. Authorize transfer from Capital Improvements to rehabilitate Lift Station #3

It will cost approximately \$25,000 to repair Lift Station #3. On motion by Councilman Pitts, seconded by Councilman Raymond, with all members present voting aye, it was duly adopted to authorize the transfer of \$25,000 from Capital Improvements to rehabilitate Lift Station #3.

F. Appoint Milan Miller as Alternate Richwood Municipal Judge

On motion by Councilman Beaty, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to appoint Milan Miller as an Alternate Richwood Municipal Judge.

G. Payment of bills

On motion by Councilman Beaty, seconded by Councilman Raymond, with all members present voting aye, it was duly adopted to approve the bills for payment as presented.

H. Financial Report

The unaudited figures indicate that General Fund made a small profit while Water/Sewer Fund lost money.

VI. **CITY MANAGER'S REPORT**

There was no City Manager's report.

VII. **FUTURE AGENDA ITEMS**

Updating language for Ordinance No. 382
Utility Metering System

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Thank the Fire Department

VIII. **COMMITTEE REPORTS**

There were no committee reports

IX. **MAYOR'S REPORT**

Mayor Kocurek stated that the website committee will meet next Tuesday. The laptops have been ordered for Council and should be shipped tomorrow. Our November meeting has been moved to November 18th at 7:00 p.m..

X. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 8:05 p.m

APPROVED BY A MAJORITY VOTE OF COUNCIL ON NOVEMBER 18, 2013.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary