

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING**

**1209 Fiorella  
City Council Chambers**

**April 27, 2021**

**Tuesday**

**5:00 P.M.**

**MINUTES**

**I. CALL TO ORDER**

Mayor Pro Tem Darrin Schroeder called the meeting to order at 5:00 p.m.

**II. ROLL CALL**

Present:

Mayor Pro Tem Darrin Schroeder  
Councilmember Sheena Martinez  
Councilmember Paul Carey  
Councilmember Todd Tschirhart

Scott Dixon, City Administrator  
Debra Howe, City Secretary  
Devin Fredrickson, Parks and Recreation Director

Absent:

Councilmember Phil King

**III. PLEDGE OF ALLEGIANCE**

**IV. INVOCATION**

Councilmember Paul Carey gave the invocation.

**V. CITIZEN COMMENTS**

**The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Written questions or comments may be submitted up to two hours before the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon request.**

Arnie Dollase, 109 River Bluff spoke on the very low turnout to vote in the City General Election and urged everyone to get out and vote.

Darryl Spillman, representative for RESPEC Engineering, was on the phone for any questions on agenda items.

**VI. CONSENT AGENDA**

- A. Minutes for April 13, 2021 Regular Called Council Meeting.
- B. Minutes for April 13, 2021 Special Called Council Meeting.
- C. Quarterly Financial Report
- D. Quarterly Investment Report

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve the consent agenda. A vote was taken (4:0 all ayes) the motion carried by all present.**

**VII. Recognition of retiring Parks Department Employee Vernon Jackson**

City Administrator Scott Dixon said Mr. Jackson was unable to attend the meeting due to a medical issue and his recognition would be at the retirement lunch at the end of the week.

Mayor Pro Tem Schroeder recessed the meeting to go into Executive Session at 5:08 p.m.

**VIII. EXECUTIVE SESSION:**

The City Council will meet in Closed Session under provisions of the Texas Government Code, Section 551.071 (entitled “Consultation with Attorney) to receive advice on pending or contemplated litigation regarding Ram II General Contractor.

Section: 551.072 (Deliberation regarding Real Property) to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party.

- a. Medina Valley Youth Baseball lease agreement.
- b. Farmland Lease Agreement.

Section 551.071 (entitled “Consultation with Attorney) and Section 551.085 (entitled “Deliberation regarding Economic Development Negotiations”) for project square deal.

Opened: 5:09 p.m.

Closed: 5:37 p.m.

**IX. Reconvene in Open Session**

Mayor Pro Tem reconvened in open session at 5:40 p.m.

**X. Consider possible action or give direction on items legally discussed in Executive Session**

**A motion was made by Councilmember Carey and duly seconded by Councilmember Tschirhart to approve a settlement agreement for the eastside lift station as discussed in closed session and authorize the Mayor Pro Tem to sign. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XI. Presentation from AMERESCO on automated meter-reading system**

Chad Nobles, of AMERESCO briefed the city council on their services and product. Mr. Nobles provided a slide presentation on their operation and ways they could help the city chose what was best for the city on updating the utility system with automated meters. Mr. Noble said if the city council approved, their company would provide a scope of work, look at data on gas, water, and electric meters and bring back a proposal. The scope of work would include working with staff for data gathering on operations and maintenance, usage patterns, field survey, and a meter audit. Mr. Nobles said they would bring back several vendors who could provide the automated service.

(Cont.)

City Administrator Dixon spoke on including data on irrigation meters to reduce cost to the citizens. Mr. Dixon said the city could bear the cost for a period but this type of project could be a twenty-year project. Mr. Dixon said the project might fall within the guidelines of the new COVID funds released. Mayor Pro Tem Schroeder said the city was just looking at this option and would look at the cost effectiveness. Mayor Pro Tem Schroeder felt the utilities were too high and did not want to take on projects that would cause the utility rates to be raised. Mayor Pro Tem Schroeder questioned the security of the system. Mr. Nobles said the system was monitoring only. Mayor Pro Tem Schroeder said the city did not have an in-house expert and was concerned about security. Mr. Nobles said most cities owned their own server and data was hosted in the cloud. Mr. Nobles said the electric meter could be turned on or off remotely, and this freed up employees. Council asked if the water meters were the same. Mr. Nobles said there were meters that were controlled remotely, but they were very expensive. Mr. Nobles said the new system not only was more accurate but it would help detect leaks, water loss, and water line replacements. Councilmember Carey asked about the cost of the study and was impressed with what he considered a low amount. City Administrator Dixon said the walk away cost was \$45,000 if the city did not move on to the second phase of the project. Councilmember Tschirhart was in support of the service. Mr. Nobles said they would utilize the website to educate the citizens on the automated system and the benefits. This item would be brought back at a future meeting.

**XII. Discussion with Chris Cox, Waste Management to address issues and concerns with solid waste pickup**

Chris Cox, Waste Management briefed the city council on the concerns he had received from city staff regarding missed pickups, leaf removal, safety and location of bins and old trash cans. Councilmember Tschirhart had no concerns. Councilmember Carey was aware of the concerns but did not have any personal issues. Councilmember Martinez had concerns she witnessed with the trucks picking up the trash bins in Houston Square and the overhead power lines. She also said her district had been missed after the freeze. Mr. Cox said they were unable to get to Castroville due to the freeze but picked up on the regular day. Ms. Martinez said they were also missed on the regular day too. Mr. Cox said he would look in to as the trucks had logs on the service. Councilmember Tschirhart questioned the requirement to have leaves placed in brown bags and not in black bags. Mr. Cox said they had received construction materials and other combustible materials in black bags instead of leaves and felt it was a safety issue. Councilmember Martinez asked about bulk materials being placed by several neighbors on a neighborhood lot and who would be notified of any unacceptable materials. Mr. Cox said a notice would be placed on the pile of debris. Arnie Dollase spoke on his older bin and if it would be replaced. Mr. Cox said they had fallen behind on replacing the carts due to a shortage and would continue the exchange.

**XIII. Public Hearing on a preliminary plat for Alsatian Oaks – Unit 1, located immediately north of Highway 90 East and East of Tondre Dr**

Opened: 6:52 p.m.

No one requested to speak.

(Cont.)

Closed: 6:54 p.m.

**XIV. Consider and take appropriate action on a preliminary plat for Alsatian Oaks – Unit 1 , A1259 L.M. Collard Survey 97; 400.863 acres**

City Administrator Dixon briefed the city council on the preliminary plat for 34.892 acres of land out of the 400.863 acres. Mr. Dixon said the recommendation was to approve the preliminary as submitted.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve the preliminary Plat for 34.892 acres of land out of A1259 L.M. Collard Survey 97, also known as Alsatian Oaks –Unit 1. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XV. Consider and take appropriate action on a final plat for Alsatian Oaks – Unit 1, A1259 L.M. Collard Survey 97; 400.863 acres**

City Administrator Dixon said this item was to approve the final plat of 34.892 acres for Alsatian Oaks – Unit 1, A1259 L.M. Collard Survey 97; 400.863 acres as submitted.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve the final plat of 34.892 acres of land out of A1259 L.M. Collard Survey 97, also known as Alsatian Oaks – Unit 1. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XVI. Public Hearing on a preliminary plat for Alsatian Oaks- Unit 2, located immediately north of Highway 90 East and East of Tondre Dr**

Opened: 6:58 p.m.

No one requested to speak.

Closed: 6:59 p.m.

**XVII. Consider and take appropriate action on a preliminary plat for Alsatian Oaks – Unit 2, A1259 L.M. Collard Survey 97; 400.863 acres**

City Administrator Dixon briefed the city council on the preliminary plat of 34.892 acres for Alsatian Oaks – Unit 2, A1259 L.M. Collard Survey 97;400.863. Mr. Dixon said the city engineer had reviewed and it had not met the city’s subdivision ordinance. Mr. Dixon said the staff and engineer recommended conditional approval of the preliminary with the condition that the comments, including water rights, be addressed in the final plat submittal.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to conditionally approve the preliminary plat with the condition that the comments be addressed in the final plat. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XVIII. Consider and take appropriate action on a final plat for Alsatian Oaks – Lot 3, located immediately North of Highway 90 E and East of Tondre Drive**

City Administrator Dixon briefed the city council on the final plat for Alsatian Oaks – Lot 3, located immediately north of Highway 90E and east of Tondre Drive. Mr. Dixon said the city council had approved the preliminary few meetings ago.

**A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve a final plat for Alsatian Oaks – Lot 3, located immediately north of Highway 90E and east of Tondre Drive. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XIX. Discussion on proposed changes to City of Castroville Chapter 100-Subdivisions, Article II- Procedures**

City Administrator Dixon briefed the city council on the proposed changes to Chapter 100-Subdivisions, Article II procedures. Mr. Dixon said in reviewing the current procedures the city already had lateral approval that the State would allow. Mr. Dixon said the suggested changes to plat approvals were associated with development agreements and staff would bring back after legal review.

**XX. Consider and take appropriate action on the purchase of a 2021 Chevrolet Tahoe for the Police Department**

City Administrator Dixon stated the Police Chief was unable to attend due to illness and briefed the city council on the police department's request for a 2022 Chevrolet Tahoe. It was noted the quote was for a 2022 model, not a 2021 listed on the agenda. Mr. Dixon said the vehicle was budgeted and would replace a 2013 Ford Explorer.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve the purchase of a 2022 Chevrolet Tahoe for the Police Department. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XXI. Consider and take appropriate action on authorizing the city administrator to enter into a public utility easement agreement with Terry and Dawn Groff**

City Administrator Dixon briefed the city council on the utility easement agreement with Terry and Dawn Groff. Mr. Dixon said the easement was for operation and maintenance within the easement.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to authorize the City Administrator to enter into a public utility easement agreement with Terry and Dawn Groff. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XXII. Consider and take appropriate action on authorizing the city administrator to enter into a public utility easement agreement with CV Country Lane LLC**

City Administrator Dixon briefed the city council on the utility easement agreement with CV Country Lane LLC. The owner of the property was installing utility infrastructure on his property and the city would eventually accept.

(Cont.)

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to authorize the City Administrator to enter into a public utility easement agreement with CV Country Lane LLC. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XXIII. Consider and take appropriate action on authorizing the City Administrator to request proposals for the waterline extension for Alsatian Oaks Development**

City Administrator Dixon briefed the city council on the request for proposals for the waterline extension for Alsatian Oaks Development. Mr. Dixon said there was no documents at this time for council review due to the scope of work still being completed. Mr. Dixon said the proposals would come back to the council for approval and he recommended moving forward without the bid documents so as not slow down the project.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to authorize the City Administrator to request proposals for the waterline extension for Alsatian Oaks Development. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XXIV. Consider and take appropriate action on adopting a resolution declaring various equipment and miscellaneous office furniture to be surplus and or salvage and authorize city administrator to dispose of property in a manner which is beneficial to the city and authorizing any additional actions reasonably necessary to dispose of surplus/salvage property.**

City Secretary Debra Howe briefed the city council on additional equipment and office furniture to be declared as surplus and or salvage.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to adopt a resolution declaring various equipment and miscellaneous office furniture to be surplus and or salvage and authorize city administrator to dispose of property in a manner which is beneficial to the city and authorizing any additional actions reasonably necessary to dispose of surplus/salvage property. A vote was taken (4:0 all ayes) the motion carried by all present.**

**XXV. Staff Monthly Reports:**

Airport – Projects – new Hangar, National Night Out, Dream Flights training. Grant opportunities, Fuel sales, RFP and TXDOT meeting on master plan funding.

Community Development – Projects – Country Village Estates, Alsatian Oaks Lot 3, Alsatian Oaks Unit 1 and 2, Church’s Chicken.

Code Enforcement – city-wide Spring Clean-up.

Library – Annual Report, Statistics, circulations, virtual Library Programs.

Police Department – Training – FBI LEEDA, Traffic Stop count, Grant update – Ballistic vests – ordered, Body Worn Camera Grant – in review.

Purchase of a vehicle – April, All police services resumed.

Public Works – routine work orders, including meter replacements, utility locate request.

Electric – Streetlights, River Bluff, Country Village Estates, Athens Street, tasks to be completed.

Water & Wastewater – repairs, installations, meter reports, fire hydrant repairs, sewer repair, tasks to be completed.

(Cont.)

Wastewater Treatment Plant – fencing, SCADA project update.

Gas – meter replacements, inquires for new service, repairs.

General – Reports, Operations, Council meeting, Development – Country Village Estates electrical installation progress.

City Administrator Dixon asked if council had any questions on the staff reports. Councilmember Martinez asked if staff could provide a list of new businesses on the website after approval. She also asked about code enforcement and was pleased about the Spring Cleaning coming up but felt there were areas in town that were out of compliance with junk and high grass for several years. She asked what the city was doing to bring into compliance. Mr. Dixon said he would provide a report on compliance and those outstanding. Discussion on spot inspections being complete and clarifying that Public Works Director Gomez had the authority to make changes if necessary.

**XXVI. Discussion on future agenda items**

No agenda items were requested.

**XXVII. ADJOURN**

Mayor Pro Tem Schroeder adjourned the meeting at 7:30 p.m.

Darrin Schroeder  
Mayor Pro Tem

ATTEST:

Debra Howe  
City Secretary

\*Signatures on file