

The Early City Council met in regular session on Tuesday, December 14, 2021 at 6:00 p.m. with the following members present:

Mayor Mangrum	City Administrator Tony Aaron
Council members:	Economic Development Director Larry McConn
Leland Acker	City Secretary Brenda Kilgo
Charles Matlock	City Attorney Mark Bessent
Benny Allcorn	
Garry Forisha	

Council member Travis Eoff was absent.

Establishing a quorum present, Mayor Mangrum called the meeting to order. Mr. Allcorn gave the invocation and led the Pledge of Allegiance.

Consideration of the minutes of regular meeting held on November 9, 2021.

Mr. Acker made motion, seconded by Mr. Forisha to approve the minutes as written. All members present voted “aye”.

Citizen's comments

No citizen comments.

Public Hearing for Petition of Annexation – Approximately 11.3 acres of Singletree Subdivision, Lot 8 and Jacob Duckworth, Survey 56, Abstract 240, and to include portion of Salt Creek Rd (County Road 344).

Mayor Mangrum opened the Public Hearing at 6:01 p.m. and referred to Mr. Aaron to provide the information. Mr. Aaron stated that a petition of annexation was submitted for approximately 11.3 acres of Singletree Subdivision, Lot 8 (Kyle Ribble) and Jacob Duckworth, Survey 56, Abstract 240 (Becktold family), and to include portion of Salt Creek Rd (County Road 344). He also noted that a railroad right-of-way adjacent to the property on the north side was previously annexed into the city limits.

Consideration to approve a Service Agreement for Annexation at Singletree Subdivision, Lot 8.

The service agreement is between City of Early and Ribble Concrete & Land Construction, LLD stating that the City will provide the same city services afforded to any property located within the city limits. These services include fire protection, law enforcement, code enforcement, zoning protection, drainage mitigation wastewater (sewer) service, sanitation services and enforcement of all current and future ordinances passed and approved by Council. Further stating that Ribble Concrete & Land Construction will be responsible for the sewer infrastructure extending from the main line and all additional utilities and streets with the development.

Mr. Aaron noted that there are plans for this property to be subdivided in to 10 lots for residential single-family development. The agreement does not include for water services because this property falls with the Zephyr Water Corporation CCN.

Mr. Acker made motion, seconded by Mr. Forisha, to approve the service agreement as presented. All members present voted “aye”.

Consideration to approve a Service Agreement for Annexation for 10-foot strip of Jacob Duckworth, Survey 56, Abstract 240 adjacent to Salt Creek Rd (County Rd 344).

The service agreement is between City of Early and the Becktold Family stating that the City will provide the same city services afforded to any property located within the city limits. These services include fire protection, law enforcement, code enforcement, zoning protection, drainage mitigation wastewater (sewer) service, sanitation services and enforcement of all current and future ordinances passed and approved by Council. The agreement does not include for water services because this property falls with the Zephyr Water Corporation CCN.

Mr. Acker made motion, seconded by Mr. Matlock, to approve the service agreement as presented. All members present voted “aye”.

Consideration to approve Ordinance 2021-14, to annex approximately 11.3 acres of Singletree Subdivision, Lot 8 and Jacob Duckworth, Survey 56, Abstract 240, and to include portion of Salt Creek Rd (County Road 344) into city limits.

City staff recommends the approval of annexation for the combined petitions as presented for approximately 11.3 acres into city limits of Early, Texas.

Mr. Allcorn made motion, seconded by Mr. Acker, to approve Ordinance 2021-14 to annex approximately 11.3 acres as presented. All members present voted “aye”.

Consideration to approve an easement agreement with property owners of Jacob Duckworth, Survey 56, Abstract 240 adjacent to Salt Creek Rd (County Rd 344).

Mr. Aaron stated that this is a drainage and utility easement for installation and maintenance of a city main sewer line to service this property as well as the Singletree Subdivision property. This agreement includes for the approximate 4000 square feet of property adjacent to the road and Singletree Subdivision property at cost of \$1 per square foot and to install up to 5 sewer taps for service to the property of the Becktold Family.

Mr. Acker made motion, seconded by Mr. Matlock, to approve the drainage utility easement. All members present voted “aye”.

Consideration to approve Resolution 2021-R15, authorizing a 380 agreement between City of Early and Ribble Concrete & Land Construction, LLC regarding subdivision and development of property on Salt Creek Road.

This development agreement is a public/private partnership in which the City agrees to provide and install the main lines for sewer services and the developer is responsible for the cost of the material and the easement. Mr. Aaron states that this is a standard procedure and similar to other 380 agreements the City has entered into.

Mr. Acker made motion, seconded by Mr. Matlock, to approve Resolution 2022-R15, authorizing a 380 Agreement with Ribble Concrete & Land Construction, LLC. All members present voted "aye".

Mr. Tony Krischke will present Fiscal Year 2020/2021 audit for Council review and acceptance.

Mr. Krischke thanked the Council and staff for the opportunity to perform the audit and stated that he had no difficulties performing the audit or any disagreements with management during the audit. There were no internal control deficiencies to report and an Unmodified Opinion was given on the audit as well as the combined financial statements. Explaining that overall the City had a good year resulting in a gain in operational funds net of depreciation (increase of \$1,447,000 net change of equity), the ability to service debts (Net Position of 52%), and good liquidity (180 days of unrestricted cash).

Concluding his report, Mr. Krischke asked if there were any questions or items the Council wished to discuss in more detail. Having no other questions, Mayor Mangrum asked the pleasure of the Council for the acceptance of the 2020/2021 Fiscal Year Audit. Mr. Allcorn made motion, seconded by Mr. Forisha, to accept the audit as presented. All members present voted "aye".

Presentation for early warning siren system for Brown County by Mr. Pat McLaughlin.

Mr. Pat McLaughlin addressed the Council regarding a grant application through TDEM for a proposed early warning siren system for Brown County. Brown County will be submitting the application and will include to provide services for the city of Early. Mr. McLaughlin stated that this is not a request of funds from the City of Early, but mainly a good faith agreement to support the application and pursuit for the grant on behalf of Brown County to include the city of Early. If the grant is awarded the County would request from the City of Early access to the locations proposed on the provided map and availability of adequate electrical services to each pole and location.

Mr. Aaron stated that staff supports the proposal and will work with Mr. McLaughlin and the County with the requested items. He also stated that it would be the preference of staff that the dispatch administration remain with the County. It was also noted that only two of the four locations on the map are within the incorporated city limits of Early and therefore the only locations that the City would be responsible for regarding the requested assistance items.

Consideration to authorize support of Brown County to submit applications regarding TDEM grant programs for an early warning siren system for Brown County to include city of Early.

No formal action is required and no objection was heard from staff or Council, it was a general consensus of Council to support the application and pursuit of the grant as presented.

Consideration to approve Resolution 2021-R16, regarding a contract for the purpose of financing heavy equipment.

Mr. Aaron explained that this contract is to finance the purchase of several heavy equipment items. The terms of the contract include a five-year note for a principal amount of \$353,022.43 with a 2.97% interest rate, with annual payments of approximately \$77,000. A list of equipment included in this contract are a F750 Cab Base, trench compactor, mini excavator, wood chipper, dump truck/bed, trench roller, and Fire Department brush truck chassis.

Mr. Matlock made motion, seconded by Mr. Forisha, to approve Resolution 2021-R16 for purpose of financing contract for purchase of heavy equipment. All members present voted "aye".

Consideration to approve Resolution 2021-R17, authorizing the selection of administrative service provider(s) to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the US Department of Treasury, other Federal or State Agency.

Mr. Aaron stated that only one proposal was received within compliance of the RFP process which was from Grantworks, Inc. The scoring committee provided a score of 100% on the score sheet. The cost analysis provided shows the original cost at \$51,600 (6.2% of total grant) which was negotiated to \$35,000 (4.5% of total grant). The negotiated cost is more in line with other cities for same services for ARPA funds.

It is the recommendation of the staff to approve Grantworks for the administrative services provider for the ARP Act funds.

Mr. Acker made motion to approve Resolution 2021-R17, selecting Grantworks, Inc. for the administrative services provider for ARPA funds. Mr. Forisha seconded the motion and all members present voted "aye".

Consideration to approve Resolution 2021-R18, authorizing an application with the West Central Texas Council of Governments for a regional solid waste grant program.

Mr. Essary stated that this grant is a tire recycle grant up to \$3,000 with no match from the City. It is a grant we have received in the past and actually still have over 700 tires stored as overflow from the last event. The grant includes a tire trailer delivered for the day of the event and picked up and hauled off when the trailer is full. This recycle event will be open to the county, not just city of Early residents.

Mr. Acker made motion, seconded by Mr. Matlock, to approve Resolution 2021-R18 authorizing the application with WCTCOG for the solid waste grant program. All members present voted "aye".

Consider approval of bid specifications and Request for Proposals for Kelcy Way Project.

Bid specifications for the Kelcy Way project include the proposed street of Kelcy Way and the proposed parking lot as shown on the design concept, to be located approximately behind Humphrey Pete's, with an alternative to include the proposed entrance street from Early Blvd., between O'reily's and La Botana, to Early Town Center. The specifications provide for a multi-layer seal coat with an eight-inch base. The bid packet will be available on the city's website as well as some direct solicitation. It is a sealed bid requirement and notice will be published on the website and the Brownwood Bulletin.

Mr. Acker made motion, seconded by Mr. Matlock, to approve the bid specifications and Request for Proposals for Kelcy Way project as presented. All members present voted "aye".

Consideration to approve entering into a contract agreement with Volkert, Inc. for the Early Town Center pond project.

Volkert will provide engineering services for the pond design to include the geotechnical surveying services for an amount not to exceed \$42,470. The amount is included in the current year budget and it is the recommendation of Mr. Aaron and staff to engage Volkert as presented.

Mr. Allcorn made motion to approve entering into agreement with Volkert for the Town Center pond project. Mr. Forisha seconded and all members present voted "aye".

Adjourn

Completing all business matters, with no need for Executive Session and no further reports or announcements, Mr. Matlock made motion to adjourn the meeting. Mr. Acker seconded the motion and all members present voted "aye", adjourning the meeting at 6:59 p.m.

01-11-2022

DATE



MAYOR

Brenda Kilgo
CITY SECRETARY