

# City of Berryville, Texas

## CITY COUNCIL WORKSHOP MINUTES Wednesday, October 16, 2024 City Hall 23170 CR 4117, Frankston, TX

### Minutes

Mayor Morgan called the meeting to order with a moment of silence and salute to the flag at 1:45 p.m. Absent: Councilman Clint Lax.

#### CITIZEN COMMENTS:

None.

1. Discuss current contracts and agreements within the City.

The Mayor & Council discussed the garbage problem briefly in Aero Estates. Councilwoman Brenda Pulis stated she would like for council to have a copy of all contracts and agreements between the city and whatever business the city may be doing business with so they could have a better knowledge of what is going on.

2. Discuss communications among council members and record keeping of emails and other documents.

Councilman Dennis Selby informed everyone he was setting up new email addresses for everyone and would be checking to see if names could go with the numbers on council places.

3. Discuss bringing closure to Aero Estates waste management issue and handling of past permits in the county.

Councilwoman Brenda Pulis stated she and Mayor Morgan met with Ameri-Tex/Live Oak (Arnold Bernardino & Accountant) on Monday. Suggestion was made to set up one account based off the number of people living in Aero Estates and mail that bill to Aero Estates HOA.

4. Discuss ARPA grant expenditures by end of year.

The Mayor & Council briefly discussed the ARPA grant bids with Henderson Electric being the lowest bid.

5. Discuss City Maps and mapping.

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The Mayor & Council stated the City of Berryville needed an updated copy of the zoning map with the city limit and original ETJ, also a new water service map.

### 6. Discuss future grants.

It was brought to the city council's attention that there were several grants out there for cities and John Besterio with Gary Traylor and Associates is waiting on the city to let them know what we need.

### 7. Discuss Berryville Volunteer Fire Department.

The Mayor and City Council discussed with Captain Ogg the needs of the VFD.

### 8. Discuss City website and communications.

Councilman Selby stated this has already been discussed in item #2.

### 9. Discuss Reviewing Ordinances.

Councilwoman Pulis stated a couple of the council members needed to go through and review the ordinances. It was decided Mayor Morgan, Mayor Pro Tem Evans, and Councilwoman Pulis would review ordinances,

### 10. Discuss water department and water facilities.

Councilman Selby stated he would like to setup a work order system that would help everyone do better in the future.

### 11. Discuss Delegation of Authority and purchasing.

Councilwoman Pulis stated she would like a list of all employee duties for all council members and Councilman Fagelson stated he could get a template to put them on.

### 12. Discuss Bookkeeping procedures.

Councilman Fagelson stated he, Councilwoman Pulis and Councilman Selby would be meeting with the bookkeeper on October 17, 2024.

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13. Discuss accounting policies and procedures.

Councilman Fagelson stated he met with the Texas Municipal Investment people and the city is probably losing money by not investing.

14. Discuss investment policy/Investment of funds.

Councilman Fagelson stated he would have this information at the next council meeting.

15. Discuss legal matters.

Councilman Pulis asked who was the city Attorney? Lankford stated Ronald Stutes of Tyler, Texas.

16. Discuss developing a work order system for water, roadway, and rights of way issues.

Councilman Selby stated we have already discussed this, and I am still working on it.

17. Discuss roadway maintenance.

Councilman Fagelson stated items 16 & 17 go together. We are still working on them.

18. Discuss assignment of duties to council members and reporting requirements.

Councilwoman Pulis stated Councilman Lax wanted GPS trackers/4 GTLE trackers put on city water trucks and have employee reviews. Councilman Selby will focus on water dept and city of Berryville website. Councilman Fagelson will work with the Volunteer Fire Department. Mayor Morgan, Mayor Pro Tem Evans and Councilwoman Pulis, will review ordinances.

19. Adjourn.

All items discussed the meeting was adjourned at 4:30 p.m.

Brenda Lankford  
City Secretary