



LIBERTY HILL

F R E E D O M T O G R O W

CITY COUNCIL MEETING MINUTES TUESDAY, MAY 26, 2020 – 6:30 PM 2801 Ranch Road 1869 – Liberty Hill (Council Chambers)

May 26, 2020, City Council convened in Council Chambers at 2801 Ranch Road 1869. The virtual meeting was video streamed and available in audio only via telephone.

CALL TO ORDER

Liberty Hill City Council was called to order at 6:31 PM by Rick Hall – Mayor on Tuesday, May 11, 2020 at Council Chambers located at 2801 Ranch Road 1869. Invocation was given by Tony DeYoung – Council member, followed by reciting of the Pledge of Allegiance and Texas Pledge.

Council Members present were Mayor Rick Hall, Mayor Pro Tem Liz Rundzieher, Kathy Canady, Tony DeYoung, Gram Lankford, and Steve McIntosh. Others present were Tad Cleaves – City Attorney, Lacie Hale – Chief Operating Officer, Wayne Bonnet – Public Works Director, Tracy Ventura – Court Administrator, David Stallworth – Director of Planning via phone, Margarita Diaz Ramirez – Deputy Court Clerk, Becky Wilkins – Finance Director, Michael Hinds – Code Enforcement, Curtis Steger – Steger & Bizzell, and Nancy Sawyer – Deputy City Clerk.

No more than eighteen (18) people were present at 2801 Ranch Road 1869 in compliance with current social distancing orders. The meeting was open to the public via conference call and GoToMeeting. Access instructions for the meeting were posted on the City Bulletin Board at Municipal Court and www.LibertyHillTX.gov. Instructions on submitting public comments were also posted with the Agenda as referenced above.

PUBLIC COMMENTS

Mary Lyn Jones – Chair of the Parks and Recreation Board submitted written comments which were read aloud to Council. She wrote that Barbara Zwernemann has been a dedicated and loyal employee for the City, both in her employment and volunteerism. Ms. Jones asked that her comments be considered during the evaluation of Ms. Zwernemann.

CONVENE TO EXECUTIVE SESSION

City Council was convened to Executive Session at 6:36 PM by Mayor Hall for Consultation with Legal Counsel pursuant to Texas Government Code §551.074 – Personnel and §551.071 –

Consultation with Legal Counsel and as referenced below. No action was taken in Executive Session.

- *Section 551.071 Consultation with Legal Counsel.*
 - Consultation with Legal Counsel including summary of investigation and update from attorney regarding pending or contemplated litigation and other matters on which the attorney has a duty to advise City Council, including agenda items:
 - Pending Grievance
 - Western District Legal Conflict
- *Section 551.074 Personnel.*
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Court Administrator.
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Director of Public Works.
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.

RECONVENE TO REGULAR SESSION

At 8:43 PM City Council reconvened to Regular Session for discussion / action of the following:

- *Section 551.071 Consultation with Legal Counsel.*
 - Consultation with Legal Counsel including summary of investigation and update from attorney regarding pending or contemplated litigation and other matters on which the attorney has a duty to advise City Council, including agenda items:
 - Pending Grievance – No action was taken.
 - Western District Legal Conflict – No action was taken.
- *Section 551.074 Personnel.*
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Court Administrator.
Conclusion: On motion by Steve McIntosh and second by Kathy Canady, Council approved the evaluation of the Court Administrator and authorized a salary increase of 4%. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Director of Public Works.
Conclusion: On motion by Gram Lankford and second by Tony DeYoung, Council approved the evaluation of the Director of Public Works and authorized a salary increase of 5%. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.
 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.

Conclusion: Kathy Canady made a motion to terminate the employment of Barbara Zwernemann as City Secretary of Liberty Hill effective immediately for failure to maintain the City's records consistently and accurately in the manner required by state law and City Code. The motion was seconded by Steve McIntosh. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Steve McIntosh made a motion authorizing the Mayor to report the findings of the City's records audit to an appropriate law enforcement agency for investigation of potential criminal acts by the City Secretary related to government documents. The motion was seconded by Kathy Canady. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Tony DeYoung made a motion to authorize the Mayor to offer Nancy Sawyer the position of City Secretary of Liberty Hill on the terms discussed in closed session, with a starting salary of \$54,500. The motion was seconded by Steve McIntosh. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Liz Rundzieher made a motion authorizing the Mayor to issue a statement on behalf of City Council on the terms discussed in Executive Session. Kathy Canady seconded the motion. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Gram Lankford made a motion that the City Secretary update Council on the status of the City's records project at the second Council meeting of each month until the project is deemed complete by Council. Tony DeYoung seconded the motion. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

DEPARTMENTAL REPORTS

Finance Department – Becky Wilkins – Finance Director provided an overview of the monthly finances, including the Quarterly Investment Report.

Public Works Department – Wayne Bonnet – Director of Public Works provided an overview of current / ongoing projects for the department.

- The WWTP plant is moving along.
- New lights have been installed at the Park. Will move forward with additional lights.
- Sidewalk project should finish up pretty rapidly.
- Canady signs are in; will install within next two weeks.
- Gateway signs are moving forward.
- Working on the Microdyn to Suez transition; will present change order to cover the cost difference at the next Council meeting.
- Tony DeYoung inquired about some of the parks needing attention. Mayor Hall explained there were some tree concerns in Veterans Park that are being addressed. Regular maintenance had been delayed because of COVID.

- Mayor Hall stated that one of the things that Wendell McLeod wanted was a crepe myrtle placed at Wetzel Park. It has now been planted, within site of the McLeod front door.

Police Department – Chief Royce Graeter reviewed the monthly statistics with Council. Officer Bonessi is now a detective and working on their backlog.

Events – Katie Amsler – Events Coordinator provided an update

- Whimsey and Wonder has been moved to August 1st
- The City is moving forward with the Independence Day Celebration on July 3rd unless Council thinks otherwise. Following discussion, Council was in agreement to keep moving forward on a full celebration within the guidelines of the state and county safety recommendations

CONSENT AGENDA ITEMS

- **Discuss and take action to approve minutes of the Regular City Council meeting held Monday – April 27, 2020.**
- **Discuss and take action to approve minutes of the Regular City Council meeting held Monday – May 11, 2020.**

OUTCOME: Kathy Canady made a motion to approve the Consent Agenda, seconded by Liz Rundzieher. Council approved the motion 5 ayes, 0 nays, 0 abstentions.

REGULAR AGENDA

Discussion and possible action on engagement of Whitley Penn to perform the City’s Annual Financial Audit and Single Audits for compliance regarding federal and state grant awards.

OUTCOME: Becky Wilkins – Finance Director addressed Council stating that this is the perfect time to do a financial audit with an outside firm. She has worked with Whitley Penn before and feels it is time for the City to move to a more sophisticated firm for preparation of a Consolidated Annual Financial Report. This is important to an overall picture when combined together along with individual funds. On motion by Steve McIntosh and second by Tony DeYoung, Council approved the engagement of Whitley Penn to perform the City’s Annual Financial Audit and Single Audits for compliance regarding federal and state grant awards. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion and possible action to authorize Mayor Hall to negotiate an Interlocal Agreement between the City of Liberty Hill and Williamson County related to cost sharing for the purchase and installation of equipment at County Road 279 and River Ranch to enhance River Ranch Park water pressure [20-R-33]. OUTCOME: Rick Hall – Mayor stated the water pressure issue at the Park has previously been brought to Council. The total cost of this project is \$42,039. The County has agreed to split this cost with the City. On motion by Liz Rundzieher and second by Kathy Canady, Council approved Resolution 20-R-33 authorizing Mayor Hall to negotiate an Interlocal Agreement between the City of Liberty Hill and Williamson County related to cost sharing for the

purchase and installation of equipment at County Road 279 and River Ranch to enhance River Ranch Park's water pressure. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion and potential action related to Change Order #4 for the South Fork Wastewater Treatment Plant 1.2 MGD Expansion contract with Cunningham Constructors & Associates, Inc. OUTCOME: Curtis Steger – Steger & Bizzell addressed Council stating he had previously discussed the change of equipment from Microdyn to Suez. He requested Council approve this change order in the amount of \$11,357,022. On motion by Liz Rundzieher and second by Gram Lankford, Council approved Steger & Bizzell Change Order #4 for the South Fork Wastewater Treatment Plant 1.2 MGD Expansion contract with Cunningham Constructors & Associates, Inc. in the amount of \$11,357,022. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and take action regarding engineering and design of new entrance into Liberty Parke subdivision. OUTCOME: Rick Hall – Mayor stated Council can review the design included in their packets. This has been presented to the County and they are good with the alignment. On motion by Gram Lankford and second by Steve McIntosh, Council approved the engineering and design of the new entrance into the Liberty Parke subdivision. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and take action to appoint Mayor pro tem for the City of Liberty Hill for a one-year term beginning May 26, 2020 and ending April 30, 2021. OUTCOME: On motion by Kathy Canady and second by Gram Lankford, Council approved the motion to appoint Liz Rundzieher as Mayor pro tem for the City of Liberty Hill for a one-year term beginning May 26, 2020 and ending April 30, 2021. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider a proposal from Granicus regarding ongoing software / support for agendas and minutes and the addition of streaming video services for Council and board meetings. OUTCOME: Lacie Hale – Chief Operating Officer presented the proposal asking for additional funds in the amount of \$7,068 as an annual fee to add streaming capability to our agenda software. She stated this will take the City government to the next level to become more efficient. Mayor Hall stated Nancy Sawyer has been working with the agenda software for some time now. Lacie Hale – COO stated this will offer another layer of transparency. On motion by Steve McIntosh and second by Tony DeYoung, Council approved the proposal from Granicus for ongoing software / support for agendas and minutes and the addition of streaming video services in an annual amount of \$7,068. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion and possible action related to amending the Code of Ordinances to add or amend sections related to substandard building mitigation. OUTCOME: Michael Hinds – Code Enforcement Officer asked Council to approve amending the Code of Ordinances, specifically paragraph 214, establishing minimum standards for structures. Tad Cleaves – City Attorney stated there is no current code in the books for substandard housing. Following discussion, Kathy Canady made a motion directing Tad Cleaves – City Attorney to create an ordinance to amend the Code of Ordinances related to substandard building mitigation. Liz Rundzieher seconded the motion. Council approved the motion on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider removing Jamey Harrison from the Parks and Recreation Board of Directors. OUTCOME: Rick Hall – Mayor stated that part of the Mayor’s obligation is to appoint people to Boards. Mary Lyn Jones – Parks and Recreation Chair asked to have Jamey Harrison removed from the Parks Board for lack of attendance. Jr. Hamilton would like to be appointed to the Board. On motion by Liz Rundzieher and second by Kathy Canady, Council approved the removal of Jamey Harrison from the Parks and Recreation Board of Directors. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider appointing Mosby (Jr.) Hamilton to the Parks and Recreation Board of Directors for a term of one year initially and two years thereafter; term will begin May 27, 2020. OUTCOME: On motion by Liz Rundzieher and second by Tony DeYoung, Council approved the appointment of Jr. Hamilton to the Parks and Recreation Board of Directors. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

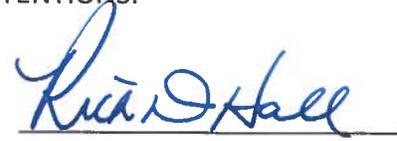
ITEMS FROM MAYOR AND COUNCIL

- **Spring 2020 Community Clean-Up Days** - Public Works will be picking up on these days. Stephanie Price – Administrative Assistant is validating that requestors live within the City limits. They will be required to bring a water bill as proof on June 6th.
- **June 4th and 5th (Thursday and Friday) – Curbside**
- **June 6th (Saturday) 8 am to 2 pm – Drop off location at 3414 RR 1869**
- **Other items / announcements**
 - Kathy Canady – Council member stated she is concerned about the 30-mph speed limit on the loop and would like Council to consider whether this should be changed, perhaps to 35 mph. Following discussion, it was decided to revisit this issue at the June 8, 2020 Council meeting.

ADJOURNMENT

On motion by Liz Rundzieher and second by Kathy Canady, Council adjourned at 9:49 pm. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

PASSED and APPROVED by the CITY COUNCIL of the CITY OF LIBERTY HILL, TEXAS on MONDAY – JUNE 8, 2020 on vote of 4 AYES, 0 NAYS, and 0 ABSTENTIONS.



Rick D. Hall – Mayor



[seal]



Nancy Sawyer – City Secretary