

**ROSEBUD CITY COUNCIL
REGULAR MEETING
CITY HALL**

202 S. College St., Rosebud, TX

January 18, 2022, 6:30 PM

MINUTES

- I. Open Meeting and Roll Call. **Mayor Pro-Tem Sharon Skupin called the meeting to order at 6:30 p.m. Council Members (CM) in attendance were Isabel McBee, Randy Burton, Sharon Skupin, and Marla Wallace. Absent were CM Anthony Vasquez, CM Joe Marek, and City Secretary Holli Yargo (left early due to illness). Also attending were Mayor Marlene Zipperlen, City Administrator (CA) Ken Murray, Librarian/Grants Coordinator Kelly Hughes, City Superintendent Curtis Foster, Jamie and Brandon Moeller, Judge Matthew Wright, new Fire Chief Caleb Miller, and Police Chief Jack Hensley. Mayor Zipperlen took over the meeting at 6:35 p.m.**
- II. Certify Posting. **CA Murray certified the agenda was posted at 202 S College on January 13, 2022 at 9:20 a.m.**
- III. Invocation and Pledge of Allegiance: U.S. and Texas Flags **CM Randy Burton led the group in prayer and Mayor Pro-Tem Skupin led the group in the pledges to the US and Texas flags.**
- IV. Citizen Participation: Citizens Comments (3mins.) on Agenda items. *Speaker shall address the presiding officer and not any individual council member, or staff member. Texas Open Meetings Act sec. 551.041, **the council cannot discuss, deliberate or take action on matters not listed on the agenda.** City Council may refer speaker to City staff for research, resolution, or referral for future agenda. **No citizens signed in to speak.***
- V. Information Only Items - Reports by City staff and Council Members about items of community interest on which no action will be taken.

City Monthly Reports

City Administrator Report **CA Murray addressed a question from CM Burton regarding the electricity at the sewer plant. He stated that the remaining aerator was tripping the breaker but the electrician, Bud Riola, got it sorted out.**

Code Enforcement Report **CM McBee asked how long it will take before we begin enforcing the new law regarding dogs being tied up. CA Murray stated we are addressing it as soon as we discover infractions. CM McBee suggested keeping an eye on a residence at the far end of Military where it turns into gravel. The mayor inquired if there were any paperwork that would be issued to those in violation.**

Chief of Police Report **Chief Jack Hensley reported that he has hired a new officer. However, he received notification about new rules regarding rules**

and requirements which need to be met by March 1, which pertains to officers changing jobs to a different department. Chief felt confident the old rules will apply to this applicant.

Municipal Court Report – As reported.

Rosebud Volunteer Fire Department Report – New fire chief, Caleb Miller, introduced himself. He advised he will be getting with other leadership in the department to bring him up to speed. He will also be visiting potentially fire hazard businesses such as the hardware store, feed store, and fertilizer plant to educate himself on what systems they have in place and what they may need.

REDC Report – No quorum so no meeting. CM Skupin, also a member of the EDC advised there are two positions available and applicants are being reviewed.

Parks Department Report – There are two members seeking to renew their term on the Parks Advisory Board. Tiffani Murray has opted to step down from her position, leaving a spot available. Jamie Moeller is seeking applicants.

Library Report – Librarian Kelly Hughes reported a \$2,500 grant from the Dorothy Louise Kyler Foundation which is for the Children's section which includes early reader books and Family and Children's DVDs. The library also received a \$1,000 donation from Williams Foundation and with the help of the Wednesday Study Club were able to order new tables, rugs, mats for the floor, and bean bag chairs. These are all for the Children's section, as well. They will also be ordering chairs in the near future. The Rosebud Alliance donated \$200 to the library for summer programs. The library is also expecting donations from Classic Bank, Incommons Bank, and CE Wolf, all pending approval. Miss Hughes advised she is applying for the Heart of Texas Round-up. She noted 187 check-outs this month and signed up five new patrons. She stated the most recent children's program was amazing with people asking when the next one will be, which Miss Hughes is planning for Valentine's. She is also planning the next summer program, anticipating up to 30 kids. CM Skupin noted that Wednesday Study Club is hosting Valentine's for Vets in conjunction with the library. Miss Hughes added they have reached out to Rosebud Elementary School to see if they would be interested in participating. The mayor commended Miss Hughes for the grants and donations she has obtained for the library and for the success of the children's programs she conducted.

Water Cut Off/Extensions – As reported.

Caywood and Library Rentals – As reported.

Financial and Budget Reports – As reported. CM McBee noted the \$1,400 in building permits which CA Murray stated was new construction. CA Murray also noted that the money that had been saved for a new fire truck will be moved to the fire department's budget as a fire truck was purchased with a grant. It should be seen in next month's report.

Council Member

Sharon Skupin, City Secretary Search Marla Wallace and Sharon Skupin were appointed to review City Secretary applicants. CM Skupin reported two promising applicants, Cynthia Gibbs and Carla Griffin, who are relocating to the area. Interviews are scheduled for Friday. She also advised that the

mayor came up with some questions which she would distribute to the other council members for review and they can decide which questions they want to ask. She also reported that she, CM Wallace, and CA Murray sat in on three phone interviews this week and the afore mentioned candidates were the most promising. CM Skupin stated she would distribute copies of resumes at the end of the meeting.

VI. Discussion Items

- a. American Legion Park
 - i. Phase 1 Completion (what is required)
 - ii. Walking Bridge (concept, scope of work, timetable and estimated costs)
 - iii. Creative Play and Fitness Area (concept, scope of work, timetable, and estimated costs)
 - iv. Changes to Phase 1 (resubmit desired changes for approval from Texas Parks and Wildlife (concept, scope of work, timetable, and estimated costs)
 - v. Impact to donor(s)' wishes should changes be made in Phase 1 (Town Square Community Foundation).

Mayor Zipperlen and Parks Board Chairperson (PBC) Jamie Moeller discussed the near completion of Phase 1 pending an additional \$130,000 to complete the walking bridge, creative play, and fitness center. Phase 1 will be officially complete following inspection by the Texas Parks and Wildlife. PBC Moeller explained the thought process behind the play areas included in Phase 1 and why they were chosen over other types of playground equipment. She also discussed the cluster workout area, its significance, and why it was chosen to be included with the grant bid. PBC Moeller is currently seeking more current pricing for the equipment. CA Murray estimated the walking bridge would come in around \$20,000. As a reminder, the lighting noted in the original document was removed to save money. Mayor Zipperlen reminded the group that the grand plan is expected to cost \$6M over several other phases into 2029. Judge Matthew Wright explained that the \$20k did not have to go back to the EDC since they already donated it to the City for the bridge. Therefore, no new votes have to happen in order to get the money back from them when we are ready to use it for the bridge in the future. CA Murray discussed the scope of work needed to repair the bridge, saying the timetable is dependent on sourcing labor and materials, as well as having an engineer evaluate it. He believes the cost of materials to be in the \$12k range. The engineer should be able to give the City a better understanding of the real costs. CA Murray explained that from the liability stand point we need to have an engineering firm sign off on the plans for the bridge. Mayor Zipperlen stated we have a figure in mind of 70K and the funds are available.

- b. Water Department Building
 - i. Remove building
 - ii. Authorization to move forward with removal of building
 - iii. Future plans (concept, scope of work, timetable and estimated costs)

VII. Consider Consent Item Agenda - Items to be considered together or separately:

- 1. Approval of Minutes from the December 20, 2021 Regular Council Meeting.

2. Approval of payment for December 2021 bills.

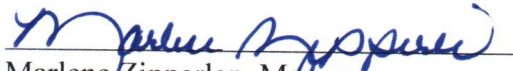
VIII. Action Items

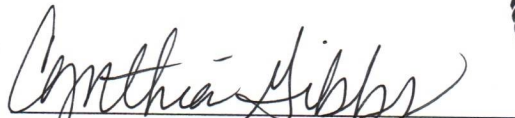
- a. A motion to approve the completion of Phase 1 of the American Legion Park based on the current plans: walking bridge, creative play, and fitness area.
- b. A motion to approve changes to Phase 1 (resubmit desire changes for approval from Texas Park and Wildlife, concept, scope of work, and timetable).
- c. A motion to authorize the City Administrator to move forward on the demolition of current water department building.
- d. A motion to approve the reimbursement of \$742.50 to Town Square Foundation for payment to XR Structural for them to evaluate Hope Memorial bridge to prepare for lawsuit against Workin' Bridges to be dispensed from the Parks budget.

IX. Future Agenda Items.

- a. Interviews with City Council for the position of City Secretary, January 20, 2022, at 6:30 p.m. at City Hall.
- b. Interviews with City Council for the position of City Secretary, January 21, 2022, at 6:30 p.m. at City Hall.

X. Adjourn


Marlene Zipperlen, Mayor


Attest: Cynthia Gibbs, City Secretary

