



City of Lorena
107-A S. Frontage Road
Lorena, Texas 76655
(254) 857-4641 Fax (254) 857-4118

OFFICIAL MINUTES

NOTICE OF PUBLIC MEETING

LORENA CITY COUNCIL

MONDAY, NOVEMBER 16, 2020 – 6:30 P.M.

LORENA CITY HALL

107-A S. FRONTAGE ROAD, LORENA TEXAS

In accordance with social distancing guidelines, the City Council meeting will not be open to the public. Some council and commission members may attend, while others may call to participate. To help contain and mitigate the spread of COVID-19, participation by the public may be done remotely in compliance with the Texas Open Meetings Act or pursuant to the Action issued by the Governor of Texas on March 16, 2020.

THE PUBLIC WILL BE ABLE TO JOIN THE MEETING BY VIDEO CONFERENCING AT THE FOLLOWING LINK <https://global.gotomeeting.com/join/125810725> and/or join the conference call at (254) 655-5400; GUEST PIN :2021

Questions and comments on items listed on the agenda may be emailed no later than NOON on the day of the meeting to the City Secretary via email to mhendrix@lorenatx.gov

1. Call to Order/Roll Call

Mayor Roper called the meeting to order at 6:31 p.m. Council members present were Chuck Roper, Mayor Protem Bill Coleman and Emily McKenzie. Kelly Yarbrough was present via teleconference. Council members absent were Jeff Linnstaedter and Tommy Ross.

City Staff present were Joseph Pace, Monica Hendrix, Kevin Neal, Tom Dickson and Peter Rivas.

2. Citizens questions or comments. No questions or comments were received.

3. Approval of Minutes:

a. October 19, 2020

b. November 2, 2020

Bill Coleman motioned to approve the October 19th and November 2nd minutes. Emily McKenzie seconded the motion. Mayor Roper would like to see the November 2nd minutes reflect the water pressure issues he questioned Kevin Neal about during the November 2nd meeting. Bill Coleman amended the motion to approve the minutes as amended. McKenzie seconded the motion as amended. All in favor, motion carried.

4. **Discussion and possible action to reappointment of the following Lorena TIRZ #1 East Board seats for 2-year terms - Seat 1 : Mayor Pro-Tem Bill Coleman; Seat 3: Alderman Tommy Ross; Seat 5: EDC Director Steve Meadows;**

Kelly Yarbrough motioned to appoint Seat 1 : Mayor Pro-Tem Bill Coleman; Seat 3: Alderman Tommy Ross; Seat 5: EDC Director Steve Meadows to the Lorena TIRZ #1 East Board seats for 2-year terms. Emily McKenzie seconded the motion. Jason Mundo added this is a standard administrative item. All in favor, motion carried.

5. **Discussion and possible action on re-appointment of Bill Coleman as Lorena TIRZ #1 East Chairman for one-year term beginning January 2021.**

Emily McKenzie motioned to re-appoint Bill Coleman as Lorena TIRZ #1 East Chairman for one-year term beginning January 2021. Kelly Yarbrough seconded the motion. All in favor, motion carried.

6. **Discussion and possible action on Unimproved Property Contract for the purchase of Lot 5 and 6 of Block 22, Lorena OT, 000 S. Bordon, City of Lorena, a 0.3214 acre property at the corner of Bordon and Dawson from the Lorena United Methodist Church for \$25,000, authorization for EDC Treasurer to deliver Earnest Money on behalf of Lorena EDC as per the contract, and authorization to purchase a survey of the property if needed as per the contract.**

EDC Consultant Jason Mundo explained EDC has been in discussion with the Lorena United Methodist Church (LUMC) for the past year to purchase this lot as parkland. LUMC has requested the EDC to move forward with preparing a contract and delivering earnest money per the contract. Mundo explained this would allow continuation of negotiations of the purchase. Mayor Roper questioned the use for the property and Mundo explained there will be a study and planning project in order to apply for a Texas Parks and Wildlife grant. Possibly an open-air pavilion. Mayor Roper questioned if water, sewer and power was available and was told yes. After discussion, a motion was made by Bill Coleman to authorize EDC Treasurer to deliver Earnest Money on behalf of Lorena EDC as per the contract, and authorization to purchase a survey of the property if needed as per the contract. Emily McKenzie seconded the motion. All in favor, motion carried.

7. **Discussion and action to provide direction to the City Manager pertaining to the water policy during the Emergency Declaration time period.**

City Manager Joseph Pace informed council back in March council gave staff direction the city would not charge late fees or do disconnects on water bills due to COVID. There are about 8-9 customers that have not made a payment since March. Four of these customers owe up to \$1000.00 on their bill. Emily McKenzie questioned if we have contacted other cities our size to find out what they are doing. McKenzie suggested allowing them up to a year to pay what is owed. Pace explained the previous direction was to allow a three-month payment plan. Mayor Roper suggested sending a certified letter to these customers to begin making payments and allow them 3 months to get caught up. Kevin Neal suggested reinstating the old policy and cut these customers off. Once the customers are cut-off, they can come in to set up a payment plan. Neal feels this is the way to get their attention to take care of the bill. Bill Coleman would like to see the old policy reinstated. Kelly Yarbrough feels the customers should be cut-off. After lengthy discussion, it was determined to send a registered letter to these customers and allow them 30 days to contact the city to set-up a payment plan and if they do not, they will be cut-off. Customers will then have 60 days to pay the bill. Mayor Roper stated the city still has the expense of getting the water to the customers. Pace will send a certified letter to these customers to contact the city and the water policy will be reinstated on the December 2020 bill. A note will be put on the December bill that late fees and cut-offs will be reinstated in December.

8. **Discussion and possible action to change the meeting date for the regular**

monthly December 2020 council meeting.

Joseph Pace explained the December regular monthly meeting will be on the 21st. Does council want to move the meeting up a week? Emily McKenzie motioned to move the meeting to December 14th. Bill Coleman seconded the motion. All in favor, motion carried.

9. Police Department Activity Report.

a. Monthly stats

Tom Dickson reported there were 309 calls by type, several EMS calls which are medical, 9 arrest and 262 citations issued in October. There have been two Police Officers know that have been out with COVID and will be covered by FEMA for their time off.

Dickson also reported the K-9 Officer Jay Greer has been in K-9 school with the new dog. There have been donations for the new K-9 and PD received notice last week they received a grant as well. Dickson also reported he has been working with Finance Officer Linda Klump for reimbursement from FEMA for COVID expenses. Emily McKenzie had questions about grant expenses and how they work and Joseph Pace and Tom Dickson explained. Dickson also reported that council will formally retire K-9 Zeta next month.

10. City Manager Report

a. Loera Development Update

Pace explained Loera will need to file construction plans but needs to clarify the process with the planner and the engineer.

b. PUC Update

Still held up in Waco.

c. Strategic Planning Committee Update

3 meetings have been held and are hoping to bring a plan to council in January.

d. Christmas Party Update

There will be no Christmas party for council and volunteers due to social distancing. The city will have a small gathering for the city staff.

e. City Policy Manual Update

Not had time to work on this.

f. TxDOT Safe Routes to School and Transportation Alternative Grants

Completed paperwork to take to the next stage.

g. Monthly Meetings/ Future Meetings (Appendix "A")

Still attending a lot of meetings via ZOOM.

11. Future Agenda Items.

Emily McKenzie questioned if Rick Sheldon will be bringing something back for the agenda. Joseph Pace explained.

12. Adjourn.

Due to no further business the meeting adjourned at 7:28 p.m.

These minutes were approved this 14th day of December 2020.



Chuck Roper, Mayor

Attest:



Monica Hendrix, City Secretary

