



CITY COUNCIL SPECIAL CALLED MEETING  
MINUTES  
Monday, March 1, 2021 – 6:30 PM  
2801 Ranch Road 1869, Liberty Hill, Texas

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Liz Branigan, Mayor	Liz Rundzieher, Mayor Pro Tem / Place 5
Steve McIntosh, Place 1	Kathy Canady, Place 2
Gram Lankford, Place 3	Tony DeYoung, Place 4

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**CALL TO ORDER**

The meeting was called to order by Mayor Liz Branigan at 6:30 PM. Quorum was established. In attendance were Liz Branigan, Mayor; Liz Rundzieher, Mayor Pro Tem and Place 5; Kathy Canady, Place 2; Gram Lankford, Place 3; and Tony DeYoung, Place 4. Steve McIntosh, Place 1 was not in attendance.

**REGULAR AGENDA**

**Update on recent emergency events and response by the City.**

Lacie Hale, City Administrator provided a PowerPoint presentation on the City's response to the recent winter weather event (attached). The cost estimate to the City for the emergency response was approximately \$189,000 with 70-80% of the expense eligible for reimbursement by FEMA.

**Discussion of February 2021 winter storm and consideration of a resolution consenting to the Mayor's Declaration of Local State of Disaster regarding severe winter weather.**

On motion by Kathy Canady and second by Tony DeYoung, a resolution ratifying the disaster declaration signed by the Mayor on February 26, 2021 and consenting to its continuation through March 26, 2021 was approved by Council.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

**Discussion and possible action related to Change Order #8 for the South Fork Wastewater Treatment Plant 1.2 MGD Expansion contract with Cunningham Constructors & Associates, Inc. in the amount of \$66,506.66.**

Curtis Steger, Steger Bizzell addressed Council stating this Change Order has been amended to reflect changes in the amount of \$70,641.49.

On motion by Kathy Canady and second by Liz Rundzieher, Council approved Change Order #8 for the South Fork WWTP in the amount of \$70,641.49.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

**Consideration and possible action to ratify the City Administrator's execution of two (2) purchase orders, to include the purchase of two (2) sets of Microdyn membranes for the Wastewater Treatment Plant, and the installation of two (2) sets of membranes, not to exceed a total of \$500,000.**

Lacie Hale, City Administrator stated she executed two Purchase Orders totaling less than \$500,000 funded by the accumulated Georgetown wastewater fees.

On motion by Tony DeYoung and second by Liz Rundzieher, Council ratified the City Administrator's execution of two purchase orders for the WWTP totaling less than \$500,000.

**Consideration and possible action to authorize the City Administrator to negotiate and execute a rental agreement for Frac tanks with pumps, not to exceed \$120,000.**

Lacie Hale, City Administrator stated this is a request for a six-month rental funded by the accumulated Georgetown wastewater fees.

On motion by Liz Rundzieher and second by Kathy Canady Council authorized the City Administrator to negotiate and execute a rental agreement for Frac tanks with pumps, not to exceed \$120,000.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

**Consideration and possible action to authorize Natasha Martin of Graves, Dougherty, Hearon, and Moody to negotiate an agreement for biological services related to the study of the South San Gabriel River.**

Tad Cleaves, City Attorney stated the City wishes to hire a biological scientist to study the river. The Scope sent is around \$7,300. The funding would come from Professional Services or the accumulated Georgetown wastewater fees.

On motion by Tony DeYoung and second by Liz Rundzieher, Council approved authorization of Natasha Martin to negotiate an agreement for biological services related to the study of the river in an amount not to exceed \$10,000.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

**Discuss and consider a Resolution authorizing the City Administrator to issue a waiver of fees for water leaks and building permits that were a result of the Winter Storm Emergency.**

Lacie Hale, City Administrator asked for guidance from Council. Becky Wilkins, City Treasurer stated the most significant water bills are roughly \$100 difference due to the storm and only affect around 10% of residents. The resolution would set the parameters of the assistance.

Kathy Canady made a motion to have Lacie Hale, along with Becky Wilkins, prepare a resolution waiving water leak fees and building permits that were a result of the winter storm emergency.

Gram Lankford asked how successfully the system was in identifying leaks. Outages and network failure during the storm meant some loss of data.

Liz Rundzieher seconded the motion. Council asked that Ms. Hale and Ms. Wilkins come back to Council March 8<sup>th</sup> with that resolution.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

ADJOURNMENT

On motion by Liz Rundzieher and second by Tony DeYoung, Council adjourned the meeting at 7:05 PM.  
Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.



[seal]

  
Liz Branigan, Mayor

  
Nancy Sawyer, City Secretary

# Winter Weather Emergency Event

Lacie Hale, City Administrator



**LIBERTY HILL**

**FREEDOM TO GROW**

# City's Response

## Main Priority: Water

- Public Works Department
  - All Hands on Deck
- Executed an EMC Team of:
  - City Secretary
  - Finance Director
  - Chief of Police
  - Communications Manager
  - Public Works Manager
  - IT Director
- City Staff participated in daily calls with Williamson County
- Engaged in communication with the school district to pull together resources
- Worked with Williamson County Emergency Services District and Williamson County Fire Marshals Office for water bottle distribution
- Contacted local businesses for resources, such as water bottles, cold gear for public works, and possible bulk water bottle distribution resources.
- Coordinated portable bulk water distribution with Williamson County Road and Bridge.
- Set up dumpsters at "County Barn" for tree debris.
- Kept residents up to date using Social Media and the City's Website
- Possible waivers for Building Permits and Water Bills for Significant Leaks
- Police Calls - 165 calls between February 13 and February 21, 2021

# Financial Impact to City

## Financial Impact to City

- Overtime for City Employees: \$100,000
- Rented Non-Potable Water Trucks: \$5,000
- Meals for Essential Employees: \$2,500
- Trailer Rental for Non-Potable Water and Water Bottle Distribution: \$1,500
- Miscellaneous Small Tools/Items: \$5,000
- TDS Wet Hauls at WWTP: \$50,000
- Repairs and Miscellaneous: \$25,000
- Dumpsters for Tree Removal:

Total Estimate: \$189,000

70% to 80% of these expenses are eligible for reimbursement by FEMA

# Plan Ahead

## Council:

- Budget Amendment for Generators for Well Sites
- Consider a Generator for the Community Center
- Start Discussion on Water Treatment Plant
- National Incident Management Systems Training for Elected Officials
- Increase in Budget Line items for facility upgrades, tools/equipment, and upgrades to certain city vehicles.

## Staff:

- Engage more with local EMC officials
- Draft and keep updated Emergency Situation Protocols
- National Incident Management Systems Training for Directors and Municipal Officers
- Create a Continuity of Operations Plan (COOP)

Questions?

