



CITY COUNCIL REGULAR MEETING
MINUTES
Monday, March 8, 2021 – 6:30 PM
2801 Ranch Road 1869, Liberty Hill, Texas

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

CALL TO ORDER

The meeting was called to order by Mayor Liz Branigan at 6:30 PM. In attendance were Liz Branigan, Mayor; Liz Rundzieher, Mayor Pro Tem and Place 5; Steve McIntosh, Place 1; Kathy Canady, Place 2; Gram Lankford, Place 3; and Tony DeYoung, Place 4. Quorum was established.

Officer Joiner provide the invocation. The Pledge of Allegiance and Texas Pledge were recited.

PRESENTATION

Joey Smith with Cedar Park Towing presented to Council. He would like to be included in a rotation for towing companies. This business is located in Liberty Hill. He proposed that Council adopt a policy via ordinance that he would assist in drafting. Police Chief Graeter stated their department is looking into establishing their own rotation, rather than the current process of going through Williamson County. Steve McIntosh suggested Mr. Smith meeting with Chief Graeter.

CONSENT AGENDA

Kathy Canady made a motion to move item G from the Consent Agenda be moved to the Regular Agenda. Gram Lankford seconded the motion.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

On motion by Kathy Canady and second by Tony DeYoung, Council approved the remaining Consent Agenda items as presented:

- Discuss and consider approving minutes of Council meeting held February 8, 2021.
- Discuss and consider approving minutes of Special Council meeting held March 1, 2021.
- Discuss and consider action to approve a Memorandum of Understanding between the Liberty Hill Independent School District Police Department and the

Liberty Hill Police Department.

- Discussion and possible action on approving contribution request from the Capital Area Metropolitan Planning Organization (CAMPO) for regional projects.
- Discuss and consider action to approve Ordinance 21-O-03.08-02 amending Section 11.02.002(B) of the Code of Ordinances of the City of Liberty Hill, Texas increasing the exemption from ad valorem taxes on the appraised value of a residence homestead to \$15,000 for individuals who are disabled or are 65 or older within the corporate limits of the City.
- Acceptance of December 2020 and January 2021 Departmental Reports submitted to Council on February 8, 2021.
- Consideration and possible action to authorize the City Administrator to negotiate and execute an agreement for clean-up of the South Fork of the San Gabriel River.
- Discussion and final action on the Final Plat application for the Highland Meadows, Section 4A addition, located along the west side of Orchard Ridge Parkway, south of State Highway 29.
- Discussion and final action on the Final Plat application for the Highland Meadows, Section 4B addition, located along the east side of Orchard Ridge Parkway, south of State Highway 29.
- Discussion and possible action to approve a Joint Election Agreement and Contract for Election Services between Williamson County Elections Administrator and the City of Liberty Hill for a joint election to be held on the uniform election date of May 1, 2021.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

REGULAR AGENDA

Discussion and possible action to approve the Swim Center final exhibit with modifications and authorizing the City Administrator to move forward with revised plans, permitting, and bids.

Lacie Hale, City Administrator pointed Council to their agenda to review the rendering of the pool. She stated that once Council approves, staff can move forward with the bid process.

On motion by Liz Rundzieher and second by Kathy Canady, Council approved the final swimming pool exhibit showing modifications.

Tony DeYoung asked about the break between the kiddie pool and the big pool. Ms. Hale explained that a seating shelf forms the barrier. There has to be a lifeguard at the kiddie pool and one at the big pool. Tony DeYoung stated that the pool design looks fantastic.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider action to approve Change Order No. 2, for an increase of \$17,886.50, from Steger Bizzell, Engineer, for M&C Fonseca Construction Company related to additional parking improvements at the City Planning Building for the CDBG Sidewalks Phase II project.

Curtis Steger, Steger Bizzell addressed Council stating this Change Order is the final one to close out the CDBG project. He stated that this was for the paving of the additional parking and was not contained in the original scope of work.

There was discussion of the process and Council's desire to, as much as is feasible, be asked to approve prior to the work actually being done.

On motion by Liz Rundzieher and second by Steve McIntosh, Council approved Change Order No. 2, for an increase of \$17,886.50, from Steger Bizzell, Engineer, for M&C Fonseca Construction Company related to additional parking improvements at the City Planning Building for the CDBG Sidewalks Phase II project.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Consideration and possible action to authorize the City Administrator to terminate the phone services agreement with Verizon and authorize the City Administrator to negotiate and execute an agreement with T-Mobile for City cellphone equipment and services.

Randy Hodges, Director of Information Technology, addressed Council stating certain staff members were pilot testing T-Mobile phones. The current Verizon monthly phone bill is around \$3600. The T-Mobile account will be \$2100 per month.

At 6:53 PM, Steve McIntosh stepped out.

He returned at 6:55 PM.

On motion by Tony DeYoung and second by Gram Lankford, Council authorized the City Administrator to terminate the phone services agreement with Verizon and authorize the City Administrator to negotiate and execute an agreement with T-Mobile for City cellphone equipment and services.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider Resolution 21-R-03.08-01 authorizing the City Administrator to adopt a leak adjustment policy and undefined high-water use policy for city water service and adopting an effective date.

Becky Wilkins, City Treasurer addressed Council stating that when the freeze occurred, it was discovered that the City did not have a water leak policy. This policy will allow staff to have the ability and flexibility to address these types of issues. Ms. Wilkins stated she is finalizing a form to use if Council approves the resolution. Mayor Branigan stated she wanted to table this item until such time as Ms. Wilkins could return to Council with the form. Ms. Wilkins explained that she does not want to do that because of the information contained in the form. Utility Billing will do the initial assessment. Mayor Branigan objected to the resolution

siting it as nebulous information. Ms. Wilkins responded that she did not consider it nebulous.

Following discussion, Kathy Canady made a motion, seconded by Liz Rundzieher, to approve Resolution 21-R-03.08-01 authorizing the City Administrator to adopt a leak adjustment policy and undefined high-water use policy for city water service, and adopting an effective date of March 8, 2021.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a Resolution concerning special legislation being introduced at the state legislature to create Williamson County Municipal Utility District 40.

Lacie Hale addressed Council stating that recently D.R. Horton approached the City because the company would like to create a MUD in an area adjacent to Butler farms and has created a petition to the Texas Legislature. They ask that the City not object to the MUD. Ms. Hale presented a concept plan to Council.

Tad Cleaves, City Attorney explained the two ways a MUD may be created, one of which is via petition for legislation. There is no obligation to the City. The development is around 3600 lots.

Following discussion, Kathy Canady, made the motion, seconded by Tony DeYoung, to approve a Resolution concerning special legislation being introduced at the state legislature to create Williamson County Municipal Utility District 40.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider possible action to approve a policy for staff's use of the Kronos timekeeping system.

Lacie Hale addressed Council stating she, Tad Cleaves, and Becky Wilkins have been working on a draft policy but need some clarification from Council. Steve McIntosh stated there have been recent examples of salary exempt employees not showing up to work. In light of this, Mr. McIntosh thinks everyone should use the timekeeping system. Ms. Hale acknowledged that currently, exempt employees only utilize the system to request time off. Ms. Hale stated that an additional benefit to exempt employees using Kronos might be having a better idea of needs for additional support staff. Council directed staff to move forward with the finalization of a draft policy.

On motion by Tony DeYoung and second by Kathy Canady, Council postponed this item until the next regular meeting.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider moving to three (3) Council meetings per month on 1st, 2nd, and 4th Mondays.

Kathy Canady presented stating after speaking with staff, she believes this to be necessary at this time. Tony DeYoung asked if this would change anything with the upcoming Council member election. Tad Cleaves, City Attorney stated it would not change anything related to the election. The City Attorney stated this would require an ordinance.

On motion by Kathy Canady and second by Liz Rundzieher, Council approved moving to three (3) regular meetings per month on the 1st, 2nd, and 4th Mondays of the month and directing the City Attorney to prepare an Ordinance to this effect.

Motion passed on vote of 4 ayes, 1 nay, and 0 abstentions. Tony DeYoung objected to the motion.

Update on progress of Bailey Lane project.

Curtis Steger, Steger Bizzell stated this is currently in the design phase. Traffic has been studied, and two of the warrants for a stoplight have been met. The school has been contacted; the school is excited about the possibility of this project moving forward.

Update on CR 279 and Loop 332 project.

Mayor Branigan asked if anyone has done anything to get public input. Mayor Branigan stated she keeps hearing how dangerous this intersection is. She has had several people ask for a totally different design. There was much discussion about the funding through a bond and where this project lies within the Capital Improvement projects. Ms. Hale suggested that staff work on review and charting of current and future Capital Improvement Projects and present at the next regular meeting. Council agreed there should be a priority on the dangerous intersections. Following discussion, Council directed City staff to come back with budget allotments, cost, and overview of CIP projects.

Update on progress of Fallwell and Barton.

Curtis Steger stated Fallwell was not included in the original CIP for road improvements. Mayor Branigan stated she felt like that intersection was in good shape. There was discussion of this intersection possibly being included in the next road improvements project.

Discuss and consider setting Spring Clean-Up Days.

On motion by Liz Rundzieher and second by Tony DeYoung, Council approved April 15, 16, and 17 for the next CleanUp days for the City.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider payment options for residential and commercial wastewater sewer hookups.

Kathy Canady stated she had spoken with the City Administrator about this. Ms. Hale stated there is a 2008 ordinance in which the City Administrator may enter into an agreement allowing for a payment plan. The code will need to be updated if Council so chooses.

Kathy Canady made a motion to have Lacie Hale and Becky Wilkins update the original plan and bring back to Council on the first regular meeting in April. Liz Rundzieher seconded the motion.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion and consideration on adopting parliamentary procedures and decorum for Council, board, and committee meetings.

Kathy Canady addressed Council stating Council does not have a policy currently. Following discussion, Council directed Lacie Hale to come back to Council with a couple of Saturday dates for a workshop regarding parliamentary procedures and decorum.

Discuss and consider revising date for retreat.

Kathy Canady stated she would like to see a mini retreat in the near future but, for now, would like to postpone this item until a future meeting.

EXECUTIVE SESSION

Mayor Liz Branigan convened Council into Executive Session at 8:13 PM for discussion of the following items pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), and Section 551.087 (Development).

Section 551.071 Consultation with Attorney

Consultation with Attorney to seek legal advice regarding pending or contemplated litigation, a settlement offer, or a matter on which the City Attorney has a duty to advise the City Council, including posted agenda items.

- Pending Agreements related to Butler Farms
- Update regarding the threatened Clean Water Act litigation
- Update regarding Campbell v. City of Liberty Hill, et al., Cause No. 20-1570-C26, 26th District Court of Williamson County

Section 551.074 Personnel Matters

- Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator position.
- Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Prosecutor position.

RECONVENE TO REGULAR SESSION

Council reconvened to Regular Session at 9:50 PM for deliberation of the following items pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberation about Security Devices), and Section 551.087 (Development).

Section 551.071 Consultation with Attorney

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- Pending Agreements related to Butler Farms
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- Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Prosecutor position.

No action was taken.

ADJOURNMENT

On motion by Liz Rundzieher and second by Tony DeYoung, Council adjourned the meeting at 9:01 PM. Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

PASSED AND APPROVED by the City Council of the City of Liberty Hill, Texas on Monday, March 22, 2021 on vote of 5 ayes, 0 nays, and 0 abstentions.



[seal]


Liz Branigan, Mayor


Nancy Sawyer, City Secretary