

CITY OF ZAVALLA
REGULAR SCHEDULED MEETING
JANUARY 9, 2018

The Zavalla City Council met in regular session on Tuesday, January 9, 2018 at 6:00 p.m. at the Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

Mayor Guzman called the meeting to order, established a quorum and welcome guest.

Council present were Mayor Guzman, Pam Hooks, Denita Ross, Randall Dykes and Kelly Dickinson. Brenda Cox was absent. Employees present was Virgil Clawson, Cody Whitworth, Chris Wade, Joy Yarbrough, Jess Williams, and Waunesa Herrington. Guest present were Carolyn Guzman, Madison Porter, and Robert Denby.

Virgil Clawson gave the invocation.

OPEN FORUM

Carol Guzman spoke under Open Forum, she stated that J. P. Hopkins had given the old green truck to her, she would like for the City to move the truck on the City's property located by the old Bank Building.

ZAVALLA VOLUNTEER FIRE DEPARTMENT REPORT.

Chris Wade gave the report. He stated that the night before situation was bad, when it is an adult its bad, but when it's a child it makes it worse. ZVFD had 286 calls last year. In the month of December had 3 structure fires, 4 brush fires, and 4 accidents. The Zavalla Volunteer Fire Department will be holding a Political Speaking on February 17, 2018.

NEXT ORDER OF BUSINESS: Discuss and possibly award bid for Boom Axe. Kelly made the motion to accept the bid of \$3,556, Randall second, motion carried.

NEXT ORDER OF BUSINESS: Call the General Election for May 5, 2018. Randall made the motion, Kelly second, motion carried.

NEXT ORDER OF BUSINESS: Call a Special Election for May 5, 2018. Randall made the motion, Kelly second, motion carried.

NEXT ORDER OF BUSINESS: Discuss and possibly approve buying a vehicle for the Police Department. Randall made the motion to buy a vehicle, Pam second, motion carried. Denita voted against.

STAFF REPORT

Jess stated the water usage was out of sight. One well is down. The water department is working on it. Had a leak today, they got it fixed. Jess asked if the City could buy some material to fix the roads. Chief Chris Wade gave his monthly report. It is attached. He stated that he received an email stating that the Police Department was award E Grant pertaining to the bullet proof vest grant. Virgil asked if the Council could approve his forms, Mayor Guzman stated it had to be on the agenda before the Council could approve and he would put on next month's agenda. Virgil stated he gave one verbal warning and gave his report.

Waunesa introduced her new employee, Joy Yarbrough and told when she and Aimee would be out of the office. Waunesa read Aimee's monthly report.

COUNCIL REPORTS

Randall wanted to know when City Hall was moving to the Old Bank Building. Kelly stated it would have to be a weekend process and pay over time.

Denita told Kelly, that asking Carlos question like he did was unethical.

Kelly-nothing

Pam wanted to know how much monthly going to be paid to the County for the road work they did. She thinks it should be an agenda item and be set at a certain amount. She wanted to know who was responsible for fixing the road by the Clinic. Waunesa said that, she understood the Contractors are supposed to be responsible. Pam stated the trash on First Street was horrible.

Pam stated that maybe the City needed to look at buying vehicle tires on line.

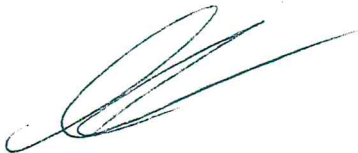
MAYOR

Mayor Guzman wanted to thank Kelly for getting the Clinic, he received a call, and someone want to put a Pharmacy in Zavalla. Mayor Guzman wanted to thank everyone and let's move forward.

NEXT ORDER OF BUSINESS: Discuss and possibly approve January 2018 bills. Randall made the motion to pay the bills, Kelly second, motion carried.

NEXT ORDER OF BUSINESS: Discuss and possibly approve December 12, 2018 minutes. Randall made the motion to approve the minutes, Kelly second, motion carried.

Meeting Adjourned



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

CITY OF ZAVALLA
REGULARY SCHEDULED MEETING
FEBRUARY 13, 2018

The Zavalla City Council met in regular session on Tuesday, February 13, 2018, at 6:00 p.m. at the Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

Mayor Pro-Tem Randall Dykes called the meeting to order, established a quorum and welcome guest.

Council present were Mayor Pro-Tem Randall Dykes Pam Hooks, Denita Ross, Kelly Dickinson and Brenda Cox. Mayor Guzman was absent. Employee present was Virgil Glawson, Chief Chris Wade, Aimee Cloutier and Waunesa Herrington. Guest present were Carolyn Guzman, Greg Cowart, Winfred Johnson, Raymond Griffith, J.P. Hopkins, Chris Murry, Deborah Hale, Kaylynn Joiner, Sarah Summers, Reverend Summers, Steve Mallory and Eunice Ditterline.

J. P. Hopkins gave the invocation.

OPEN FORUM

Greg Cowart said he is not happy. He is a Pastor, he paid \$50,000 for a house and the water is disgusting, His wife has psoriasis and it is bad, since they moved to Zavalla it is red as that Flag. He is mad because the City paid a quarter of a million dollars on the bank building when the City should have used that money on the water. The roads are horrible. The City is buying Cop Cars when there are roads that need to be fixed. Next, he said he heard the books are not balanced for 2017. He thinks the money should be used for the Citizens, He said he doesn't believe any of the Council is in touch with the Citizens of Zavalla. He understood the residents are scared to come and talk to the Council. Waunesa explained the Bank Building was also bought to put the Clinic on the back lot. That once it was put into place to move the Clinic Building, the City couldn't back out of buying the Bank Building. Greg Cowart asked why the Clinic was put on purchased land instead of land the City owned. Waunesa explained how the land the City owned was considered in a flood area. He said understood the reason that the City didn't get the Water Grant was because the books were not up to date. Waunesa explained it was because something the engineers didn't do on time. Pam asked Greg Cowart why he bought in Zavalla, if he didn't like the Water.

Winfred Johnson said he is ashamed they have to buy bottled water. Why can't the City put more into the water? He said the people will work with you. The roads are awful, and he understands this is expensive. We need to work together to get things accomplished. He would like to have good water to drink.

Kelly Dickinson said 3 years ago he was in the same boat. Said the water was pathetic. He ran for Mayor intending on fixing the water. Once he got in he wanted to know how he could fix the water and what it was going to cost. It was going to cost \$150,000 to 1.5 million to fix. He said we would have to raise taxes, raise water and sewer bills. He started looking for other options and that is when he discovered the clinic grant. In his opinion the roads are worse than the water. Kelly said he was told by our Commissioner that it would cost \$500,000 per half mile.

Greg Cowart asked the Council what their number one concern was. Kelly Dickinson said his children.

ZAVALLA VOLUNTEER FIRE DEPARTMENT REPORT

Chris Wade gave the ZVFD report. Structure Fires 2, Brush Fires 4, Motor Vehicle Accidents 3, Mutual Aid 5. The Volunteer Fire Department will have a Political Speaking on Saturday, February 17, 2018. There will be a Cake and Pie auction after the speaking.

Next order of business: Discuss and possibly approve Bank Contract with Huntington State Bank. Kelly made the motion, Brenda second, motion passed.

Next order of business: Discuss and possibly approve Animal Control Forms and charges. Brenda made the motion to accept, Kelly second, motion passed.

Next order of business: Discuss RV Park Ordinance. Tabled Waunesa to is to get the Council copies of other Cities' RV Ordinance for the Council to look at.

Next order of business: Discuss and possibly approve J. P. Hopkins recommendation on the Water Connection Fee. J. P. Hopkins said he bought a house on East Main Street. Water office would charge him a \$100 deposit fee and \$100 connection. He doesn't understand why you have to pay a \$100 connection fee when all you have to do is turn a valve on. He thinks it is unfair. Pam stated it is a policy that has been in place for year. Tabled

Next order of business: Discuss and possibly approve 2017 Racial Profile. Chief Chris Wade explained the racial profile report and read the report. Kelly made the motion to approve, Brenda second, motion passed.

Next order of business: Discuss and possibly approve an Resolution for an E Grant for Juvenile Justice Grant Program. Brenda made the motion to approve, Kelly second, motion passed.

Next order of business: Discuss and possibly approve an Resolution for an E Grant for Technology for the Police Department. Brenda made the motion to approve, Kelly second, motion passed.

STAFF REPORTS

Waunesa stated she had a stack of surveys she is working on and she would like to get the bids from Auditors for doing the City's books.

Chief Chris Wade read his monthly report.(It is attached) The City was awarded the E Grant for the protective vest. The Tahoe he ordered should be here by the end of next month. The Charger was in an accident and was totaled. He had a copy of the video, if any of the Council wanted to look at it. The other driver accepted all responsibility.

Aimee read her monthly report.

Waunesa explained that the Property Taxes going into the General Account was up for this year.

COUNCIL REPORT

Denita-nothing

Kelly-nothing

Brenda-nothing

Pam stated water is her main concern. She wanted to know about part time help. How many hours are they supposed to get. Need to get it figured out. Pam stated we should have hired her full time. Pam said she would like on the agenda next to discuss the Water Clerk's hours. Pam stated everyone is doing a good job.

Randall asked how about the Council get their packet emailed. Kelly, Pam and Brenda said they liked getting a hard copy. Randall stated that his son really enjoyed teen court. He wanted to know when the City was moving to the Bank Building.

MAYOR REPORT

Mayor-absent

Next order of business: Discuss and possibly approve February 2018 bills. Brenda made the motion, Kelly second, motion carried.

Next order of business: Discuss and possibly approve January 2018 minutes. Pam stated that in the minutes where it was mentioned about how much the City was going to pay the County that is where it should have stated. (The Commissioner told Waunesa that the City could pay whatever they wanted to, and that Pam said the City should only pay \$25 a month. And where Mayor Guzman told Pam you do not need to do that. The City needs to stay in good relationship with the County. Pam stated she would like it on the agenda for the Council to decide how much to pay the County for the road that was done in 2017. Brenda made the motion to accept the minutes after correction were made. Kelly second, motion passed.

Meeting Adjourned

Mayor Pro-Tem
Randall Dykes



Waunesa Herrington
City Secretary



CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE COUNCIL
MARCH 13, 2018

The City of Zavalla Council met for a regular called meeting on Tuesday, March 13, 2018 at 6:00 p.m.

Mayor Guzman called the meeting to order, established a quorum, and welcomed the guest.

Council present were Mayor Guzman, Council members: Brenda Cox, Denita Ross, Randall Dykes, Kelly Dickinson, and Pam Hooks. Staff present were: Waunesa Herrington, Aimee Cloutier, Jess Williams, and Chris Wade.

Guest present were Carolyn Guzman, Sarah Summers, Barbara Bridges, Thomas Blalock, J.P. Hopkins, Tootsie Cryer, Craig Cryer, and Reverend Daniel Summers.

J.P. Hopkins gave the invocation.

Craig Cryer spoke under open forum. Mr. Cryer said they had renters at a rent house they owned, and they ran over the water meter causing a huge leak. Jess found the leak on a Monday. He and his wife have a \$2,000 water bill and were seeing if the city could knock the amount down to \$10.00 per thousand instead of \$20.00 per thousand. He said he is not asking for the city to waive his bill but just change the amount per thousand owed. Mayor Guzman said he would put it on the agenda next month for action.

Fire Chief Chris Wade gave the monthly report for the volunteer fire department. He said there was not a whole lot going on for the month of February due to all the rain. The fire department is working on one of their buildings. He said they watch the cameras at the fire department and there is a lot of people driving up the road to the park late at night. At a meeting the fire department had last night, everyone agreed to pay for a gate to put across the road at the bridge. Chief Wade said he could open it up every morning and someone could close it every night after park hours. He would like it to be put on next month's agenda for action.

Mayor Guzman said the next order of business was to discuss and possibly approve Billie Page, the Angelina County Tax Assessor Collector's proposal. Guzman said Billy Paige contacted him and asked if we could take payments for car registrations'. Paige was not able to make it so a representative from the tax office explained that all the city clerks would have to do is have access to the program online and the City would get to keep \$1.00 for every registration we processed. Mayor Guzman asked City Secretary, Waunesa Herrington how long it would take, and she responded that it would not take very long to do the registration part, but everyone likes to visit afterwards. Waunesa asked the representative how often the City would have to go to the bank to make a deposit. The representative said we could go as often as we wanted that it would be our responsibility to keep up with the money/deposits. She said we would have to fax a form to Billie Paige every week and she would take an ACH payment out of our account. Pam Hooks said they would need more discussion on it. Denita Ross said Waunesa and the front office already have so much stuff to do as it is. Brenda Cox said it was not that hard to do. Randall Dykes made the motion to table this business, Denita Ross seconded the motion, all in favor, motion carried.

Next Order of Business: Discuss and possibly approve amending line item Police Training in the Police Department budget for 2018: Chief Wade with the police department explained how much they received

and how the money needed to be separated. He wants to add a line in the budget named LEOS funding and how much the funding would be. He said we would get the money every year and he has already applied for next year's funding. Randall Dykes made the motion to approve add the line LEOS funding in the budget, Brenda Cox seconded the motion, all in favor, motion carried.

Next Order of Business: Accept the Certification from the City Secretary for cancelling the Special Election that will be held on May 5, 2018. Denita Ross made the motion to accept the certificate, Randall Dykes seconded the motion, all in favor, motion carried.

* The council went into executive session at 6:13 p.m. and returned at 6:20 p.m.*
No action was taken.

Staff Report:

Jess Williams- Mr. Williams said there was complaints made to TCEQ from Mr. Cowart. Jess handed the council a 52-page report from TCEQ, records to prove how much the City spends on water for the year, E. coli samples, bacteriological samples, quarterly samples, and the location of where they take the samples. He said if anyone wanted to look at the forms that they will be available. He stated that the water was under state standards. Mr. Williams also stated that once he got the sewer report from TCEQ he would put it with the water report. Jess said a gentleman came down from TCEQ regarding a sewer complaint that Greg Cowart called in on the City. TCEQ came and inspected the complaint and found it was not the City's problem that it was indeed Mr. Cowarts. Jess said he did fix Mr. Cowart's sewer problem. The clean out valve on Cowart's side was broken and his sewer was dumping on his property. Mayor Guzman said we could call the Neches River Authority and report the sewer dumping on Mr. Cowart's property. Mr. Williams said they received two loads of oil and need to widen Carpenter Road and put a new culvert in due to the garbage trucks. He mentioned Hickory Hill rd. was bad. He mentioned that Daryl Cheney has went to the wastewater class and is waiting for TCEQ approval to take the wastewater test and then will go to class on the water. Jess told the council and the public if there were any roads that needed to be fixed to call the City and the office would give them a workorder on it. TCEQ came and completed an audit on the water system. He explained what needed to be fixed in the field and we needed to update some paperwork. There were not any violations on failing the water.

Chris Wade- The police department made 221 contacts, 43 calls for service, four arrests, there was 178 citations issued, and 13 warnings issued. The Zavalla Police Department was involved in a lockdown drill at the school and the kids did very well. Chief mentioned that he went with DPS and Lufkin and did a walkthrough of the school. Pam Hooks asked about the car that was wrecked. Chris said it was totaled and they are receiving \$7,700.00 for it. The new Tahoe the Police Department is waiting on some parts (wiring harness) and hoping it will be here by next month.

Aimee Cloutier- Aimee gave her report stating the Court collected \$37, 642.62 and the City was able to keep \$21,251.10 of that. The court sent 18 cases to collections, issued 93 warrants, 18 warrants were cleared due to payments, 6 were arrest. Aimee stated there was 206 citations disposed for the month of February 2018. Ms. Cloutier said the Court was doing warrant roundup on Friday, March 15th and we will be having Teen Court at 6:00 p.m. on Thursday if anyone wanted to attend.

Waunesa- Waunesa said she got the E-Grants into the computer. She said in the year of 2016 the City did a grant for a generator through Grantworks. Mrs. Herrington stated they claim the City is just waiting on a letter saying that they received the grant. She said she has worked on QuickBooks and RVS for

three days. She mentioned that it is nice to have Joy in the office. Aimee was able to send out her courtesy letters which makes a big difference on collections. She mentioned the annual Easter Egg Hunt is going to be behind the school at the baseball complex on March 31st.

Council Report:

Pam Hooks- Pam Hooks asked to have the amount the City is going to pay the county on the agenda. Mayor Guzman said that they had already discussed it. Pam stated she wanted part-time hours addressed. She said she wanted Joy to be full time, but she was worried about her going over on hours. Waunesa explained how many hours she could have before the City having to pay retirement. Mrs. Hooks said it seems like every time she wants something on the agenda that it never gets put on there and she called TML today. She asked if the water department got paid back from the general fund. Waunesa told her that they are paid back in full. Pam asked about moving in the bank building. Carlos said they decided to move in after the City elections. Mrs. Hooks stated we need more water in this town before we do not have a city. She said it gets talked about, but we actually have to do it.

Brenda Cox- Brenda Cox asked about Axle and Rhode regarding the audits. Waunesa explained that she sent Eric an email, but it does not show he has read it. Waunesa said we just need to go ahead and go out for bids and Eric told her it would probably cost around \$10,000 to get the books audited.

Kelly Dickinson- Nothing.

Denita Ross- Nothing

Randall Dykes- Randall Dykes suggested when we move to the bank building that we get community service workers to move the stuff down there. Aimee Cloutier said if we called adult probation ahead of time they could get some people on community service down here.

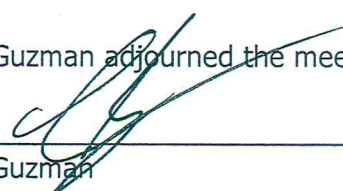
Mayors Report:

Carlos Guzman- Carlos said the health clinic might not be open until June. He mentioned they are having problems with staffing, He mentioned it looks like the highway is coming through and he looks forward to it.

Next Order of Business: Discuss and Possibly Approve March 2018 bills. Brenda Cox made the motion to pay the bills, Randall Dykes seconded the motion, all approved, motion carried.

Next Order of Business: Discuss and Possibly Approve February 13, 2018 minutes. Brenda Cox made the motion to accept the minutes, Randall Dykes seconded the motion, all in favor, motion carried and passed.

Mayor Guzman adjourned the meeting at 6:46 p.m.



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

CITY OF ZAVALLA
REGULAR SCHEDULED MEETING
APRIL 10, 2018

The Zavalla City Council met in regular session on Tuesday, April 10, 2018, at 6:00 p.m. at Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

Mayor Guzman called the meeting to order, established a quorum and welcome the guest.

Council present were Mayor Guzman, Pam Hooks, Brenda Cox, Kelly Dickinson, Randall Dykes, and Denita Ross. Employees present were Waunesa Herrington, Daryl Cheney, Thomas Blalock, and Chief Chris Wade. Guest present were Savannah Patrick, Tootsie Cryer, Craig Cryer, Tonia Dykes, Carolyn Guzman and J. P. Hopkins.

J. P. Hopkins gave the invocation.

OPEN FORUM

No one spoke.

Thomas Blalock gave the Zavalla Volunteer Fire Department report. Thomas stated that had responded to a fire in Huntington. They had a major wreck on 69. Mayor Guzman asked is that where 4 people were killed. Thomas said yes. The ZVFD had no fund raiser right now.

Next order of business: Discuss and possibly make a decision on Cryer House water account #882 water bill for meter reading on February 28, 2018. Kelly made the motion to reduce the water bill to the amount it would be if you charge \$10.00 a thousand instead of \$20.00 a thousand. The original water bill will be \$1,089.60 instead of \$1928.20. Randall second, motion passed.

Next order of business: Discuss and possibly made a decision on hiring an auditor to audit the City's books. Kelly made the motion to get Kim Johnson from Todd, Hamaker & Johnson to audit City's books. The City would like a contract and a time limit. Randall second, motion passed.

Nest order of business: Discuss and possible approve J. P. Hopkins recommendation on the Water Connection Fee. Randall made the motion to table, Kelly second, motion carried.

Next order of business: Discuss and possibly approve for the Zavalla Volunteer Fire Department to put a gate across the entrance to the Zavalla City Park. The Zavalla Volunteer Fire Department would provide all the material and labor. Kelly made the motion to approve, Randall second, motion carried.

STAFF REPORTS

Chief Chris Wade stated he was back in Huntsville for Chief School. They were supposed to put the radio in the Tahoe, but they didn't bring the power cord with them. The decals will be put on it the next day. The Zavalla Police Department made 319 contacts, 230 citations issued, 37 warnings, 63 calls for service answered, and 4 arrests made for the month of March 2018.

Daryl stated everything is running as smoothly as can be expected. Mr. Earl Norrod is overseeing everything and that Daryl is considered an operator in training. No violations right now. Joy is doing wonderful in helping him. Daryl also stated he passed his waste water test. Mayor Guzman stated how there was a big water leak on HWY 69 from a Construction Company that was working on the highway. The company that caused the break and water leak will pay all the expense that the City of Zavalla incurred.

Waunesa stated how she would have received the Generator Grant for the Water Department, but the County's Hazard Mitigation Plan is expired. But from what she understood it should be up to date in 4 to 6 weeks.

COUNCIL REPORTS

Randall-Nothing

Denita-Nothing

Kelly-Nothing

Brenda stated they needed a workshop for the Ordinances and Policy Handbook.

Pam stated that the road in front of the Clinic, between Brookshire Bros and the Clinic needs to be fixed. Can not be discussed, because it is not on the agenda. Pam stated nothing she asks for ever gets put on the agenda. Pam stated you have someone who has 114 hours of Comp Time, they are not supposed to have that much. Kelly, Mayor Guzman, Brenda and Randall think the City should pay overtime, not have comp time. Brenda stated it would have to be changed in the Policy Handbook.

MAYOR REPORT

Mayor Guzman thanked everyone for doing such a good job. This Clinic will be open about the middle of June and Jess is doing good.

Next order of business: Discuss and possibly approve April 2018 bills, Kelly made the motion to approve, Randall second, motion carried.

Next order of business: Discuss and possibly approve March 13, 2018 minutes. Randall made the motion to approve, Denita second, motion carried.

Meeting Adjourn at 6:40 p.m.



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

**CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE COUNCIL
MAY 8, 2018**

The City of Zavalla Council met for a regular called meeting on Tuesday, May 8, 2018 at 6:00 p.m.

Mayor Guzman called the meeting to order, established a quorum, and welcomed the guest.

Council present were Mayor Guzman, Council members: Brenda Cox, Pam Hooks, Randall Dykes, and Denita Ross. Councilmember Kelly Dickinson was absent. Staff present were: Waunesa Herrington, Aimee Cloutier, Chris Wade, and Cody Whitworth.

Chief Chris Wade gave the invocation.

No one spoke under open forum.

Fire Chief, Chris Wade gave the Zavalla Volunteer Fire Department report.

First Order of Business: Discuss and possibly approve a certain amount to pay Angelina County Pct. 4 monthly, for road work completed by Angelina County Pct. 4 work crew in 2017: Brenda Cox asked Waunesa how much the city owed the county as of right now. Carlos said probably around \$28,000.00. Denita Ross said we need to pay more than \$25.00 a month. Brenda made the motion to pay the county \$800.00 a month, Randall seconded the motion, all in favor, motion passed and carried.

Staff Report:

Police Department: Chief Wade said they issued 147 citations, 31 warnings, made 221 contacts, had 50 calls for service, and made four arrests.

City Secretary: Waunesa said Oncor Electric Company came by and said they were going to take the light down at the end of town by the Blueberry Bogg. Oncor said TX DOT will most likely replace the light after the highway expansion. She also stated she got in contact with the auditor and has the contract for Mayor Guzman to sign. She spoke with Candice with the Groveton Clinic and it should be open in June 2018.

Court: Aimee stated the court collected \$33,480.70 and the city got to keep \$19,710.02 of that amount. The court closed out 139 cases for the month of April 2018. She thanked everyone for coming to the Teen Court banquet on Saturday and said East Texas Teen Court gave out six scholarships to students from Zavalla and Huntington. She thanked everyone that donated for the scholarships.

Council Report:

Randall Dykes- Nothing.

Denita Ross- Denita said she enjoyed sitting here on the council with everyone and that Chief Wade has done a great job since he has taken over.

Brenda Cox- Brenda asked by next meeting that everyone tell what they have accomplished for this year. She wants the citizens to know what the council has been working on.

Pam Hooks- Pam wanted to know if they have figured out what is going to be done with the road in front of the clinic. Carlos said he would call Timberline. Pam stated that a lot of people have a lot of comp hours on the books. She asked Chris Wade if the fire department had a flat. She said the fire truck just left the tire on the side of the road. Chris said that Jerry's tire shop was supposed to bring it back with them. Pam stated that everyone is doing a great job.

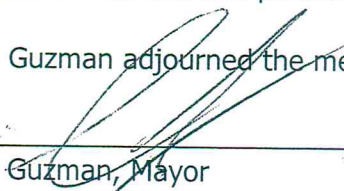
Mayor Report:

Carlos Guzman- Mayor Guzman said he spoke with Candice with the Groveton Clinic and they are still trying to find a PA. He spoke with a gentleman the other day and he is interested in putting a truck stop in. He is waiting for the highway expansion to come through. Carlos said there is a guy wanting to put in a motel down by Lakewood Baptist Church and he's looking for water hookup. Waunesa said a guy has called about wanting to put a billboard up and asked if we had any ordinance against that. Pam Hooks asked how far out of the city do we have to furnish water. Chris said it stops around Parker Road.

Next Order of business: Discuss and Possibly approve May 2018 bills: Randall Dykes made the motion to pay May 2018 bills, Brenda seconded the motion, all in favor, motion carried and passed.

Final Order of Business: Discuss and possibly approve April 10, 2018 minutes: Brenda Cox made the motion to accept the April 10, 2018 minutes, Randall seconded the motion, all in favor, motion carried and passed.

Mayor Guzman adjourned the meeting at 6:14 p.m.



Carlos Guzman, Mayor



Waunesa Herrington, City Secretary

CITY OF ZAVALLA
REGULAR SCHEDULED MEETING
JUNE 12, 2017

The Zavalla City Council met in regular meeting on June 12, 2017 at 6:30 p.m. at the Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 85980.

ORDER OF BUSINESS

Mayor Guzman called the meeting to order, established a quorum and welcome the guest.

Council present were Mayor Guzman, Pam Hooks, Brenda Cox, Denita Ross and Randall Dykes. Employees were Waunesa Herrington, Aimee Cloutier, and Jess Williams. Guest present were J. P. Hopkins, Loyce Lawrence, Carolyn Guzman, Tom Ross, Lloyd Cox, Jamie Hopkins, Barbie Davis, and Robert Denby.

J. P. Hopkins gave the invocation.

Open Forum

Aimee Cloutier spoke under open forum. She handed all the Council a copy of the form that Chief Wade asked to be put in her personnel file. Aimee stated that nowhere on that form does it give Chief Wade the permission to run a background check on her. Aimee asked if she could get paid for working from home. She understood that Chief Wade did. Aimee stated she did not get paid when she was called several times about work when she was off on Maturity Leave. Aimee stated she thought that Chief Wade was her friend, but she found out different and that she wanted her to get the Chief of Police position even if that is not what is being said.

Waunesa read the Zavalla Volunteer Fire Department report.

First order of business: Consider and possibly approve March 13, 2017 minutes. Brenda made the motion to approve and Randall second. Pam said that was fine but on item 9 that it Pam and Barbara's name need to be swapped. After the change, the motion carried.

Next order of business: Consider and possibly approve March 21, 2017 minutes. Randall made the motion to approve, Brenda second, motion carried.

Next order of business: Consider and possibly approve documentation state there was not a regular Council Meeting in April 2017. Randall made the motion, Brenda second, motion second.

Next order of business: Consider and possibly approve documentation statin there was not a regular Council Meeting in May 2017. Randall made the motion, Pam second, motion carried.

Next order of business: Consider and possibly approve the minutes from the Canvass meeting on May 9, 2017. Brenda made the motion to approve, Randall second, motion carried.

Next order of business: Consider and possible approve the documentation stating there was not a Special Called Meeting on May 17, 2017. Randall made the motion to approve, Brenda second, motion carried.

Next order of business: Consider and possibly approve the May 22, 2017 Special Call Meeting Minutes. Brenda made the motion to approve, Randall second, motion carried.

Next order of business: Discuss and possibly approve the HACH Contract pertaining to calibration on the turbidity meters. Or go out for bids. Randall made the motion to stay with HACH, Denita second, motion passed.

Next order of business: Discuss and possibly take action on giving the Mayor permission to transfer money to cover payroll. Randall made the motion to give the Mayor permission to transfer money to cover payroll, Brenda second. Pam abstained. Motion passed.

Next order of business: Accept Delton Billeaudeau resignation. Randall made the motion, Denita second, motion carried.

Next order of business: Discuss and possibly appoint someone for the vacant position. Pam made the motion to appoint Kelly Dickinson, Brenda second, motion passed.

Next order of business: Discuss and possibly approve send out a letter pertaining to 911 address to be on Resident's Houses and requiring a shut off valve on Customer's side of the meter. Randall made the motion, Denita second, motion carried.

Next order of business: Discuss and possibly approve Easement from Oncor. Pam made the motion, Randall second, motion carried.(See Attached Easement)

Next order of business: Discuss and possibly approve Log or Time Sheets/card for all employees. Pam made the motion for all employees to punch a time clock, Denita second, motion carried. Mayor Guzman asked that the Police Department keep a log on each officer.

Next order of business: Discuss and possibly approve removing Barbara Bridges, Jack Kendrick and Delton Billeaudeau on all banking accounts. Pam made the motion, Denita second, motion carried.

Next order of business: Discuss and possibly approve adding Brenda Cox, Denita Ross and whoever took Delton Billeaudeau replacement on all banking accounts. Pam made the motion to add Brenda Cox, Denita Ross and Kelly Dickinson, Randall second, motion passed.

STAFF REPORTS

Chief Wade was absent.

Waunesa said she had emailed Lori from the Auditor's Office and asked about 2014. She would call them again.

Jess said the GUI Well was using more filters this year than last year. Well #1 was down and having to be redone. But it is online now. Maybe need to talk to the Commissioner about help with the road.

One of his guys is hurt, his next Doctor Visit is July 5, 2017.

Aimee-nothing

COUNCIL REPORTS

Randall-nothing

Denita asked Jess if he needed a part-time person since one of his guys is off hurt.

Brenda Cox asked who was monitoring the worker on worker's comp. Waunesa told her that a lady from TML, had talking to him and visiting with him. But that she would check on it tomorrow.

Pam asked about the Clinic. Pam asked if the City had got the drug test results back. Waunesa said yes that day.

Mayor Report

Mayor Guzman stated that Tom Selman is working on the new police car. Putting lights on it and making sure it was safe.

Next order of business: Consider and possibly approve April, May and June bills. Randall made the motion to pay the bills, Brenda second, motion passed.

Meeting Adjourn

Carlos Guzman
Mayor

Waunesa Herrington
City Secretary

CITY OF ZAVALLA
SPECIAL CALLED MEETING
JULY 5, 2018

The Zavalla City Council met in special session on July 5, 2018 at 6:00 p.m. at the Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

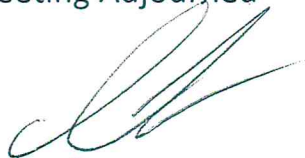
Mayor Guzman called the meeting to order, established a quorum and welcome the guest.

Council present were Mayor Guzman, Pam Hooks, Brenda Cox, Stacey Marshall and Randall Dykes. Kelly Dickinson was absent. Employees present was Waunesa Herrington and Cody Whitworth. Guest present was Carolyn Guzman.

Cody Whitworth gave the invocation.

Next order of business: Discuss and Possibility decide Employee's Health Insurance. Pam Hooks made the motion to stay with the same Health Plan with the monthly rate of \$407.70, the City would pay a 100% of Health Insurance and the employees could decide and pay for the voluntary dental and vision plan. Randall second, motion passed.

Meeting Adjourned



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

**CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE CITY COUNCIL
JULY 10, 2018**

The City of Zavalla Council met for a regular meeting on Tuesday, July 10, 2018 at 6:00 p.m.

Mayor Guzman called the meeting to order, established a quorum, and welcomed the guest.

Council present were Mayor Guzman, Council Members: Brenda Cox, Pam Hooks, Randall Dykes, Kelly Dickinson, and Stacy Marshall. Staff Present were: Aimee Cloutier, Waunesa Herrington, Daryl Cheney, and Joy Yarbrough. Guest Present were: Denita Ross, Eunice Ditterline, J.P. Hopkins, Shannon Yarbrough, Judy Smith, Carolyn Guzman, and Camilla Massey.

J.P. Hopkins gave the invocation.

No one spoke under open forum.

There was nobody at the meeting to give the Zavalla Volunteer Fire Department report.

Mayor Guzman moved the next order of business to the end because Candace Davis from the Groveton clinic was not present at the time of discussion.

First Order of Business: Discuss and possibly approve Election resolution 2018-3:

Brenda Cox made the motion to approve the election resolution 2018-3, Kelly Dickinson seconded the motion, all in favor, motion passed and carried.

Next Order of Business: Discuss and possibly appoint Mayor Pro-Tem: Randall Dykes nominated Brenda Cox to be the Mayor Pro-Tem, Stacy Marshall seconded the motion, all was in favor, motion passed and carried.

Next Order of Business: Discuss and possibly approve removing Denita Ross from the City of Zavalla banking accounts and adding Stacy Marshall: Pam Hooks made the motion to remove Denita Ross from all of the city checking accounts and add Stacy Marshall, Randall Dykes seconded the motion, all in favor, motion carried and passed.

Next Order of Business: Discuss and possibly approve for Ray Van and Associates to administer the 2019-2020 TXCDBG grant for water: Waunesa explained to the council that Mr. Ray Van was the only one who applied to be the administrator of the grant and we would not have to score anyone. Randal made the motion to approve for Ray Van and Associates to administer the 2019-2020 TXCDBG water grant, Kelly Dickinson seconded the motion, all in favor, motion carried and passed.

Next Order of Business: Discuss and possibly approve renewal of HACH contract: Joy Yarbrough explained what HACH does and she asked them to include the online chlorinator in the contract four times instead of two times. Waunesa told the council that HACH has always

been the cheapest. Pam Hooks made the motion to approve the renewal of the HACH contract, Brenda Cox seconded the motion, all in favor, motion carried and passed.

Next Order of Business: To Review and possibly take action on the ride along policy the City of Zavalla Police Department has: Mayor Guzman told the Council he was the one that told Chief Wade that he could have Teen Court participants ride with the police department as long as they were 17 years of age and got parents permission. Waunesa said she looked in the police departments police manual and she could not find a policy. Brenda Cox said that she feels like we have abused the ride along policy and we need release forms, confidentiality forms, and background checks. She also said she likes the Angelina County Sheriff's Departments ride along policy. You can only ride with them if you are at least 18 years of age, conduct a background check, ride only one time per year for up to four hours, and have to be interested into going into the law enforcement field. Randall Dykes and Kelly Dickinson said they would like to hear from the Chief. Brenda Cox said she asked the Chief and he did not show her a policy. Kelly Dickinson said we should do a 30 day stop policy and then we could revisit this item. Kelly Dickinson made the motion to suspend the ride along policy for thirty days, Brenda Cox seconded the motion, all in favor, motion carried and passed.

Staff Report:

Police Department: No one present.

Water Department: Daryl Cheney said the water department put in a couple sewer taps. This month they have had a few water leaks. The electrical pumps on the wells are 40-50 years old and we need to update them. The sewer ponds need to be cleaned out. Pam Hooks said it cost about \$30,000.00. Daryl explained the procedures they would have to do to clean the ponds. He stated that Public Works director told him that he had brought it up five years ago. Mr. Cheney said updating the communication with the wells needs to be updated. Pam Hooks asked Daryl if they are installing the taps or if they were hiring someone to do them. Daryl told her that him and Tommy were.

Municipal Court: Aimee Cloutier read off her monthly report. She told everyone about the school supply drive coming up on August 4, 2018 and we were accepting donations. She mentioned that the First Baptist Church here in Zavalla are helping and we will be giving out the school supplies on Wednesday, August 8th from 6-8 at the church.

City Secretary: Waunesa Herrington said the city received the generator grant and we received an invitation to the school. Mrs. Herrington said she is working on the Census and with the auditors. She stated she is still waiting on Pam Hooks, Barbara Bridges, and Sue Hough's letter to be signed and returned. Waunesa said we needed to set up a meeting for a budget workshop. With TMRS we have to pay at least 0.2% but we are at 3.71% right now. The city needs to decide what rate they want to pay on the retirement. She said workman's comp has went up because we have a claim on it. The insurance deductibles are at \$1,000.00 right now

and we can get them down to 1%. Waunesa read the food pantry report provided by J.P. Hopkins.

Council Report:

Randall Dykes: Mr. Dykes asked if there was any word on when we were moving to the bank. Carlos said he bought a pressure washer and Tommy washed it and we also had a community service worker clean the inside.

Stacy Marshall: She asked the council if there was any policy in place to get something put on the agenda. Mayor Guzman told her all she had to do was have to call him.

Brenda Cox: She wanted an update regarding registering vehicles at city hall. She wants it back on the agenda to take action on. Mrs. Cox also wanted to know when we were going to set up a workshop for the policies and ordinances to be updated. The Council agreed to have this meeting on Tuesday, July 17th at 6:00 p.m.

Pam Hooks: Mrs. Hooks asked if we had animal control anymore. Mr. Guzman said no. She wanted to know if anyone has found out anything regarding the RV ordinance. Waunesa stated that the park needed to be held at a higher standard. Pam thanked everyone for the good jobs that everyone was doing.

Next Order of Business: Candace Davis from the Groveton Clinic: Keith Jones from the Groveton Health Clinic said we started the grant process back in 2015. The City's job was to provide the land and the land the city had was not good because it was a flood zone and the new location is better. He stated because of the 16 months delay they are putting and finishing up the clinic in Alto. They wrote a grant to TLL Temple Foundation and the city was awarded and additional \$100,000.00 for equipment inside the building. He would like Zavalla to give them a little more time. Candace Davis said she asks Zavalla to be patient with them. It is hard to estimate when the clinic will be open, but she can say it will be a short time. She is writing the policies and procedures for the rural health clinic. They will offer emergency care features unlike traditional health clinics. She mentioned that come September 2018 they are hoping the clinic will be open on Saturdays and by the end of the year it will be open completely. Mayor Guzman asked Candace if they had a deadline and she responded that they needed to have a grand opening. Guzman said he heard they had a deadline and Candace said she did not hear that but she would look into it. She said the building will have two other purposes. It can also be used as a meeting facility and a training facility. Waunesa asked Candace and Keith if they had picked out doctors yet and Mr. Jones said they have three supervising Physicians and are working on getting Physician assistants. Mr. Jones said he will also be working there some.

Mayor Report: Mayor Guzman said the City was given an AED from the health department and Chief Wade would be the supervisor over that. He mentioned the water tank on Highway 147 had been pressure washed as well as the current city hall.

Next Order of Business: Discuss and possibly approve June 2018 bills: Randall Dykes made the motion to pay June 2018 bills, Kelly Dykes seconded the motion, Pam Hooks abstained, motion carried and passed.

Next Order of Business: Discuss and possibly approve July 2018 bills: Brenda Cox made the motion to pay July 2018 bills, Randall Dykes seconded the motion, all in favor, motion carried and passed.

Final Order of Business: Discuss and possibly approve May 8, 2018 minutes: Brenda Cox made the motion to approve the May 8, 2018 minutes, Randall Dykes seconded the motion, all in favor, motion carried and passed.

Mayor Guzman adjourned the meeting at 7:03 p.m.



Carlos Guzman, Mayor



Waunesa Herrington, City Secretary

**CITY OF ZAVALLA
SPECIAL CALLED MEETING
WORKSHOP
JULY 17, 2018**

The City of Zavalla Council met for a special call meeting/workshop on Tuesday, July 17, 2018 at 6:00 p.m.

Mayor Guzman called the meeting to order at 6:00 p.m. and established a quorum.

Council Present were: Mayor Carlos Guzman, Council Members: Randall Dykes, Brenda Cox, Pam Hooks, and Stacy Marshall. Kelly Dickinson was absent. Staff present were: Aimee Cloutier and Chris Wade. Guest present were: J.P. Hopkins and Carolyn Guzman.

First Order of Business: Discuss and possibly approve items that need to be changed in the City of Zavalla Personnel Policy Handbook and City Ordinances Book:

On page 7 section 3.6 of the policy hand book, change City Council to department head and mayor.

On page 8, section 4.2 compensatory time. Change to anything over 40 hours is now paid time in a half and there will be no more comp time.

Councilwoman Stacy Marshall had an emergency and had to leave the meeting. There was not a quorum anymore. Council agreed to put this order of business on the agenda for the regular called meeting on August 14, 2018 at 6 p.m.

There was no action taken on this order of business.

Mayor Guzman adjourned the meeting at 6:15 p.m.



Carlos Guzman, Mayor



Waunesa Herrington, City Secretary

**CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE COUNCIL
AUGUST 14, 2018**

The City of Zavalla met for a regular scheduled meeting on Tuesday, August 14, 2018 at 6:00 p.m.

Mayor Pro-Tem Brenda Cox called the meeting to order at 6:00 p.m., established a quorum, and welcomed the guest.

Council present were: Brenda Cox, Pam Hooks, Randall Dykes, Stacy Marshall, Mayor Guzman was absent. Staff Present were: Aimee Cloutier, Waunesa Herrington, and Chris Wade. Guest present were: Bruce Currie, Robert Haberle with SPI, Loyce Lawrence, J.P. Hopkins, and a representative with the Lufkin Daily News.

J.P. Hopkins gave the invocation.

No one spoke under open forum.

Fire Chief Chris Wade gave the Zavalla Volunteer Fire Department Report. He also reminded everyone of the fish fry the fire department were having on September 1st starting around 11a.m. The Crime Stoppers Band will be playing. He said the fire departments next months meeting will be at the new health clinic.

First Order of Business: Discuss and possibly approve to accept the DR4266-010 generator grant: Waunesa explained to Council how much the City was approved for and the grant paid for 75% of the project and the City would pay the remaining. Randall Dykes made the motion to accept the DR4266-010 generator grant, Kelly Dickinson seconded the motion, all in favor, motion passed and carried.

Second Order of Business: Presentation by Allen R Ross with SPI Roadwork for roadwork: Mr. Robert Haberle with SPI Roadwork said he has met with Mayor Guzman and other local cities regarding asphalt overlays. He mentioned there is a 30% savings for each individual city. The city of Huntington has volunteered to be the host city and the other cities would be the participating cities. He recommends the minimum amount to put in is \$50,000.00 to keep the cost down and the money you elect to put into the program has to be a line item in the 2019 budget. Kelly Dickinson asked if the project was only for one year and Mr. Haberle said yes this would be a year to year basis. Mr. Haberle said there is not a deadline of commitment and said the city can get out of the contract up to point of issuance of the purchase order.

Next Order of Business: Discuss and possibly approve for roadwork to be done by SPI Roadwork: Randall Dykes made the motion to table the approval to be done by SPI Roadwork, Kelly Dickinson seconded the motion, all in favor, motion carried.

Next Order of Business: Discuss a right of way for Bruce Currie's property on North Second Street: Bruce Currie explained to the council that he bought a piece pf property on North Second Street at a tax sale. Before he bought this property, he went to the Angelina County tax office and they told him there were two right of ways to the property. He also went to the Angelina

County Appraisal District and they also said there were two right of ways to the property. He says he doesn't think it is right to have property and have no access to it. Councilwoman Brenda Cox said from what she understands he would have to sue the landowners to get an easement. Kelly Dickinson said from a liability standpoint he doesn't think anyone on the council would approve anything without consulting the City Attorney. Kelly told Mr. Currie that he would stay in contact with him regarding the situation.

Staff Report:

Police Department: Chief Wade gave July 2018 report. The police department made 274 contacts, had 74 calls for service, 7 arrest, and currently have 3 investigations pending.

Municipal Court: Aimee Cloutier gave July 2018 report. She also gave the results of the 2018 school supply drive. She said on Wednesday, August 8th, there were 175 kids that came to the church to pick up backpacks and an estimated 60 kids that took advantage of the free haircuts. She said that if anyone did not get a backpack Wednesday the extras would be at the school on Thursday for meet the teacher.

City Secretary: Waunesa said Jess was not at tonight's meeting due to a water leak and Tommy is at school. She said the auditors are working on the audits. She told the council in their packets there were dates they needed to look at. These dates were the timeline of the budget. The City's tax rate needed to be completed by September 2018.

Council Report:

Randall Dykes: Nothing

Stacy Marshall: Nothing

Kelly Dickinson: Nothing

Brenda Cox: Nothing

Pam Hooks: She thanked the fire department for coming to her house when her kitchen caught on fire.

Next Order of Business: Discuss and possibly approve August 2018 bills: Stacy asked why the City was paying thousands of dollars to get Iraberen to come out and do work for the city when we are paying to get our equipment fixed. Why is the City not doing the work? Kelly Dickinson said that was a question for Mayor Guzman. Randall Dykes made the motion to pay the bills, Kelly Dickinson seconded the motion, all in favor, motion carried.

Final Order of Business: Discuss and approve July 10, 2018 minutes: Brenda Cox made the motion to approve the minutes, Stacy Marshall seconded the motion, all in favor, motion carried and passed.

Mayor Pro- Tem Brenda Cox adjourned the meeting at 6:45 p.m.


Brenda Cox
Mayor-Tem


Waunesa Herrington
City Secretary

CITY OF ZAVALLA
PUBLIC HEARING
AUGUST 28, 2018

The City of Zavalla held a Public Hearing on August 28, 2018 at Zavalla City Hall located at 838 E. Main Street, Zavalla, Texas 75980.

No one was present to ask questions about the City of Zavalla's 2019 Budget.

Mayor Carlos Guzman, Chief Chris Wade and Waunesa Herrington was present if anyone had questions regarding the City of Zavalla's 2019 Budget.

Carlos Guzman
Mayor

CITY OF ZAVALLA
SPECIAL CALLED MEETING
BUDGET WORKSHOP
SEPTEMBER 6, 2018

The City of Zavalla met for a Budget Workshop on Tuesday, September 6, 2018 at 6:30 p.m.

Mayor Guzman called the meeting to order, establish a quorum and welcome the guest.

Council present were Mayor Guzman, Council Members present: Brenda Cox, Pam Hooks, Stacey Marshall, and Randall Dykes. Kelly Dickinson was absent. Employees present were Chief Chris Wade, Judge Julie Alston, Jess Williams, and Waunesa Herrington.

First order of business: Discuss and possibly approve receiving a donation for 7 bullet proof vest and 7 trauma belt packs. Stacey Marshall made the motion to accept the donation and Randall Dykes second, motion carried.

Next order of business: Budget Workshop

Judge Julie Alston gave the Court Budget

Chief Chris Wade gave his Police Budget

Jess Williams gave the Water Department Budget

Waunesa Herrington gave the General Budget

The Council asked for Department heads to look at their 2019 Budgets and then bring it back before the Council.

Meeting Adjourned at 8:15 p.m.


Carlos Guzman
Mayor


Waunesa Herrington
City Secretary

CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE COUNCIL
SEPTEMBER 11, 2018

The City of Zavalla Council met for a regular scheduled meeting on Tuesday, September 11, 2018 at 6:00 p.m. at the Zavalla City Hall.

Mayor Carlos Guzman called the meeting to order, establish a quorum and welcome the guest.

Council present were Mayor Carlos Guzman, Brenda Cox, Pam Hooks, Stacey Marshall and Randall Dykes. Kelly Dickinson was absent. Employees present were Chief Chris Wade, Jess Williams, Daryl Cheney and Waunesa Herrington. Guest present were Carolyn Guzman, Loyce Lawrence, Steve Smith, Lou Ann Williams and Robert Denby.

Robert Denby gave the invocation.

No one spoke under open forum.

Chris Wade gave the Zavalla Volunteer Fire Department Report. The Fire Department had a fish fry, it went well. They are getting ready for the Haunted House in October 2018.

Next order of business: Presentation from Auditor of the draft audit of 2015. Kim Johnson introduced herself to the Council. Kim intends on having the 2015 audit on the agenda by next month to be approved. She said she would like to have 2016 and 2017 ready by October's 2018 meeting if not then by November's 2018 meeting. Kim said she wanted to hit on a couple of items. Kim asked the Council to read the opinion letter on page 3, 4 & 5. Kim explained the draft budget, she wanted the Council to look at page 30, then on page 39 where it talked about adjustments. On page 42-43 talked about required reporting. That anytime the City bought a new type of purchase, you need to amend your budget and make sure it balances and you have the money to purchase it. The City needs to do a physical check of its inventory and assets. The City needs to put a policy in place on how to keep up with its inventory and assets. They need a policy in what to do with equipment when its broken. Kim stated that someone besides the person

who writes the checks and balances the bank statement. Someone on the Council needs to look at the bank statement on a monthly basis. It needs to be an agenda item.

Next order of business: Discuss and possibly give Auditor permission to move forward with the audit of 2016 and 2017. Randall made the motion for Todd, Hamaker & Johnson to do move forward with 2016 and 2017 audits. Brenda second, motion carried.

Next order of business: Discuss and possibly approve Resolution 2018-4 to approve 2019 Budget. Brenda stated that in the General Budget that there was not an item for Audits. She asked who had to pay for the Audits. Waunesa stated that Water, Sewer, Police and General is supposed to pay it. Waunesa said you could adjust what the Police Department was paying for Tahoe and New Unit down to \$4800.00 each. That would make a difference of \$2400 and you could put that into the General Budget for Audits. If you did this the General Budget and the Police Budget would still balance and there would be money in the General Budget to help pay for the audit. Brenda made the motion to approve the 2019 Budget and Randall second, motion carried.

Next order of business: Discuss and possibly approve Resolution 2018-5 to approve the 2018-2019 tax rate. Pam made the motion to approve Resolution 2018-5, Randall second, motion carried.

Next order of business: Discuss and possibly approve Special Called Meeting July 5, 2018 minutes. Pam made the motion to approve Special called Meeting July 5, 2018 minutes, Brenda second, motion carried.

Next order of business: Discuss and possibly approve Special Called Meeting July 17, 2018 minutes. Stacey made the motion to approve Special Called Meeting July 17, 2018 minutes, Randall second, motion carried.

Next order of business: Discuss and possibly approve Budget Workshop Meeting August 27, 2018. Brenda made the motion to approve Budget Workshop Meeting August 27, 2018 minutes, Stacey second, motion carried.

Next order of business: Discuss and possibly approve Budget Workshop Meeting September 6, 2018 minutes. Stacy made the motion to approve Budget Workshop Meeting September 6, 2018, Brenda second, motion carried.

STAFF REPORTS

Chief Chris Wade gave his report of 127 Citations was issued, 30 Warnings issued, 197 Contacts were made. Calls for service 48 and 8 arrest made. Chief Wade stated that the vest and belts are order, will take about six weeks for them to come in.

Jess said Daryl and Joy were going to school on Thursday and Friday. Having issues at the lift station. Problems are with the Electrical Panel. Jess said he was going to get Aimee and Waunesa to see if they had any community workers that might could help he with some things. Water and Sewer is doing fine. He said they had look over the job application, might do job interviews within the next week. Jess stated he forgot to mention comp time in his budget, he didn't know if the Council wanted to do comp time different this year. Loyce Lawrence asked for the Water Department to keep an eye on the water tank by her house.

Waunesa read Aimee's Court report. She stated she had been busy with the Audits and the 2019 Budget. She has not been able to start on the Generator Grant, she wants to make sure it is done correctly, so there will not be any issues later.

COUNCIL REPORTS

Randall wanted to know when the City was moving to the bank.

Stacey-nothing

Pam asked who of the City Employees was moving to the bank.

Brenda asked about the soft opening the Clinic had and asked when the Clinic was going to be open for business. Mayor Guzman told the Clinic will be open the first Saturday in October 2018.

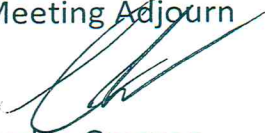
MAYOR REPORT

Mayor Guzman stated that the people that was looking to put a truck stop in, might changed their mind. Because the number were not high enough. The restaurant across from Elementary was going to open soon.

Next order of business: Discuss and possibly approve September 2018 bills, Randall made the motion to pay the bills, Brenda second, motion carried.

Next order of business: Discuss and possibly approve August 14, 2018 minutes. Pam made the motion to approve the minutes, Randall second, motion carried.

Meeting Adjourn



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

CITY OF ZAVALLA
REGULARY SCHEDULED MEETING
OCTOBER 9, 2018

The City of Zavalla met for a regular scheduled meeting on Tuesday, October 9, 2018 at 6:00 p.m. at Zavalla City Hall.

Mayor Guzman called the meeting to order, establish a quorum and welcome guest.

Council present were Mayor Guzman, Pam Hooks, Kelly Dickinson and Stacey Marshall. Mayor Pro-Tem Brenda Cox and Randall Dykes were absent. Employees present were Jess Williams, Joy Yarbrough, Chief Chris Wade and Waunesa Herrington. Guest present were Tom and Denita Ross, Carolyn Guzman, Steve Smith and Jess Huff from the Lufkin Daily News.

Chief Chris Wade gave the invocation

No one spoke under open forum.

Fire Chief Chris Wade gave the Zavalla Volunteer Fire Department report. Chris stated it had been a slow month. The Fire Department was having a haunted trail this year at the Rodeo Arena. Maybe a 42 tournament sometime soon.

Next order of business: Discuss and possibly appoint someone from the Zavalla City Council to look over the Bank Statement and initial on a monthly basis. Pam made the motion to choose someone different every month off the City Council to look over bank statements. (This person would be appointed at every regular scheduled meeting) Stacey second, motion passed.

Pam made the motion to select Stacy to look at October 2018 bank statements, Kelly second, motion passed.

Next order of business: Discuss and possibly approve purchasing a new water tank located at Marshall Street. Jess explained the process it on what it would take to buy a water tank and how long it would take. Pam made the motion to start the process for buying a new water tank, Kelly second, motion passed.

Next order of business: Discuss and possibly approve hiring an Engineering Firm for the 2019-2020 TxCDBG grant. Kelly made the motion to hire Schaumburg & Polk, which is the one that the Selection Committee recommended. Pam second, motion passed.

Nest order of business: Discuss and possibly consider authorizing procurement for grant administration and plan writing service for the TxCDBG Planning and Capacity Building Fund. Kelly made the motion not to authorize to do procurement for grant administration and plan writing for Street Conditions Study, Water System Study, and Storm Drainage System Study, Pam second, motion carried.

Next order of business: Discuss and possibly approve a procurement policy for Federal Funds. Kelly made the motion to accept the procurement policy that was in the Council Packet, Stacey second, motion carried.

STAFF REPORTS

Chief Chris Wade gave his monthly report for the Police Department. Contacts made 247, Citation issued 153, Warnings issued 20, Calls for service 53 and Arrest made 6. Chis also stated that the camera in the car is out. The Police Department has ordered some things to give out for Halloween. The Police Department is working on a couple of grants.

Jess stated they had few issues on the waster water manhole located behind the School's ball park. So, wet they gave to pull truck in and out. There is manhole located on HWY 69 that has to be removed. Jess mentioned there is a meeting on Thursday with TCEQ about the THM'S, he would like for some of the City Council Members to be there. Buying a new water tank will help with the THM'S. Hired a new man for his department, his name is Clark Lowery. Clark will probably be at the next meeting. He would have come for this meeting, but the water department had to put in a lot of over time in the last few days. Water Department has been working on a few roads. There are quite a few roads that are bad. The Park Road is one of them. Jess stated if you knew of a road that needed to be worked on let the front office know and they would tell the water department. Joy and Daryl went to a water class.

Waunesa stated she had talked to Keith Jones on October 6, 2018 at the Zavalla Clinic, it was open for business. The Clinic is still working through some issues. They have someone who is interested in working at the Clinic, but Keith couldn't tell who it was, because that person still has obligations somewhere else. Waunesa stated she had talked to someone at the Lumberyard and was going to get back with them about the City maybe getting sales tax off the lumberyard. The Christmas parade needed to be discussed, that she would not be able to make it the second Saturday in December, but that you don't have to have her there at the parade. She is planning on buying candy for Halloween like she did last year. Waunesa read J P Hopkins's letter and Aimee's court report.

COUNCIL REPORTS

Stacey-Nothing

Kelly-Nothing

Pam stated she talked to the Auditor (Kim) one day when they both were at City Hall and she did understand her correctly. The back-court collection that Kim was talking about was for more than just 2015. Pam stated that something was going to have to be done about all this comp time people were accumulating. She asked if the front office had been using the little red truck.

MAYOR REPORT


Mayor Guzman stated that we were just trying to fix everything. The Water and the Roads.

Waunesa stated she had forgot to mention that. That she had went down to the Bank Building with Brenda Cox trying to decide where to put everyone and how to set up the office. Waunesa stated that Chief Wade had investigate the telephones and how to make them work at both buildings.

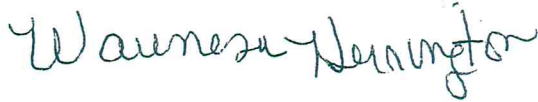
Next order of business: Discuss and possibly approve October 2018 bills. Kelly made the motion to pay the bills, Stacey second, motion passed.

Next order of business: Discuss and possibly approve September 11, 2018 minutes. Pam made the motion to accept the minutes, Kelly second, motion carried.

Meeting Adjourned at 6:40p.m.



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary

CITY OF ZAVALLA
REGULAR SCHEDULED MEETING OF THE COUNCIL
DECEMBER 11, 2018

The City of Zavalla Council met for a regular scheduled meeting on Tuesday, December 11, 2018 at 6:00 p.m. at the Zavalla City Hall, 838 E. Main Street, Zavalla, Texas 75980.

Mayor Carlos Guzman called the meeting to order, established a quorum and welcome the guest.

Council present were Mayor Carlos Guzman, Brenda Cox, Pam Hooks, Kelly Dickinson, Randall Dykes and Stacey Marshall. Employees present were Aimee Cloutier, Joy Yarbrough, Waunesa Herrington, Cody Whitworth, James Denby, Daryl Cheney, Clark Lowery and Chief Chris Wade. Guest present were Loyce Lawrence, Tommy Nochstic, Carolyn Guzman, Steve Jordan, J. P. Hopkins, Chrissy Pierce, Debbie Denby, Janette Proctor, Cecil Proctor, Chery Whitworth, Robert Denby, D. W. Summers, and Sarah Summers.

J. P. Hopkins gave the invocation.

OPEN FORUM

Steve with Schaumburg & Polk discuss the water tanks the Council is thinking on replacing. Steve stated that he understood the City was replacing two storage tanks on Marshall with one tank. Timeline is going to depend on TCEQ which is normally around 90 days and the delivery of the tank which is usually around 8 weeks. Looking at about 9-10 months before you have a operable tank at the location. Rough cost is around \$106,000 right now for a 50-60 thousand gallons tank. Schaumburg & Polk are also working on the THM issues the City of Zavalla have. What it would take to change over to Chloramines. He has submitted a proposal to Joy for the Council to look at. But she did not get in time to give to the Council for tonight's meeting. Steve said it would probably be a month or so to communicate and hear back from TCEQ. Said he doesn't have a cost n this yet, but he is working on it.

Chief Chris Wade gave the Zavalla Volunteer Fire Department Report. Lt. Dan Summers is their Lieutenant after elections.

Next order of business: Discuss and possibly approve changes to the amount due for water account 514/ Janette Proctor's water bill for the month of November, 2018. Clark explained that him and Jess did a 5-gallon bucket test. Then they put a new meter in. Mr. Cecil Proctor said after they changed the meter, their water bill went back to normal. Water bill doubled in October to \$90 and then in November it was almost \$200 a month. Said the red needle was not moving on meter so there was no leak in their house. This moth after the new water meter was installed the water bill was only \$32.00 (that is not including sewer) Mrs. Procter said they looked everywhere to make sure there was not any leaks. Clark stated that he would say over a period of time it could have been a faulty meter. Pam said the meter probably was read wrong. Kelly made the motion to forgive the additional cost and the Proctor's bill should be the normal \$43.00 for November, Randall second, motion passed.

Next order of business: Discuss and possibly approve adding Population, Land and Housing Study to the TxCDBG Planning and Capacity Building Fund Grant. Waunesa explained how the Council had approved certain on the list, but the Council did approve to do Population, Land and Housing Study and that one was required to do any of the Studies. Kelly asked if the City had to pay for it. Waunesa stated the City's match would be \$3000. Kelly made the motion not do any of the Studies, Randall second, motion passed.

Next order of business: Discuss and possibly approve giving Cassels & Reynolds authorization and approval to sue R & M Construction Company for the City of Zavalla. Mayor Guzman explained to the Council how Jimmy Cassels stated the R & M Construction was responsible. Waunesa stated the Construction Company never called and asked for a line locate. Kelly made a motion for Cassels to pursue and all damages plus attorney fees, Randall second, motion passed.

Next order of business: Discuss and possibly approve selling old Track Hoe (New Holland) Brenda made the motion to take bids, Kelly second, motion passed.

Next order of business: Open bids for City of Zavalla's DR-4266-10 Generator Grant. Brenda made the motion to table, Randall second, motion passed.

Next order of business: Discuss and possibly approve for water to be extended to Chris Wade located at 183 W C Wade Road. Mayor Guzman stated it would cost between \$200-\$600 to extend the water line. Daryl stated it was close to 600-800 feet and the water line would be going uphill. Pam said the Council had made a policy in the pass not to extend any water outside the City Limits. Brenda stated that she had read in the policy that water outside the City limits costed more. Kelly said revenue for the City. Stacy asked who was going to pay the extra cost. Kelly made the motion to extend water for Chris Wade, Randall second, motion passed.

Next order of business: Discuss and decide when the Employee's raises go into effect that was approved in the 2019 Budget. Brenda said just because you approve the budget doesn't mean the employees are going to get a raise without Council approval. Kelly asked what the raiser were. Chris said he move the officers up to what the Sheriff's Department and the Chief up to what the Chief of Huntington makes. Went into executive sessions at 6:32 p.m. and came out 6:47 p.m. Kelly made the motion to table, Randall second, motion carried.

Next order of business: Discuss and decide when to order the patrol car that was approved in the 2019 Budget. Kelly made motion to table till January Meeting, Stacey second, motion passed.

STAFF REPORTS

Daryl stated they have been working n the GUI Well. Got the parts and hopefully will be back up by tomorrow. Clark stated he had a wastewater class this week. Pam asked Daryl the reason everyone got the letter the other day. Daryl explained it was because of the turbidly. The water was still safe to drink.

Chief Chris Wade's report for the police department. They had 115 citation, 12 warnings issued. 240 contacts made, 72 calls for service, and 8 arrest. Chris asked where it got started that the police department had ordered a car. He also stated that Mayor told him to get STATS. Is there a reason? To prove why we need a police department. Brenda stated she asked why the City needed a police department if we keep going in circles. Chris asked why does he have to prove why the Citizens of Zavalla need a police department.

Waunesa stated the Auditors have not been able to finish because of a peer review they have to go through. But 15, 16, & 17 should be finished by the end of January, 2019. The Audit for 2017 will have to be finished for the City to apply for the water grant in 2019. The City of Zavalla was approved for the Juvenile Case Manager grant, this will pay for about 95% of Aimee's salary. Waunesa stated she would

like to see the extra go into roads. The insurance claim on the building was denied. The red truck was considered totaled. Mr. Ford was going to be the Grand Marshall in the Christmas Parade. She has been talking to the State about the City limits signs. The State is going to replace the City Population's sign. Waunesa read Bo Dunkin's letter.

Aimee read her report and talked about Teen Court Seminar. She talked about having a Poverty Simulation Course at Zavalla and going to Teen Court Competition.

COUNCIL REPORTS

Randall said thank you to all the employee.

Stacy asked about the \$15,000 payment on the Tahoe. She wanted to know if the City had to pay it right now. Mayor Guzman stated it was due at the end of January.

Brenda asked Chief Wade if the City had a curfew for the kids. Chief Chris Wade explained the curfew.

Pam asked why the work policy that was on the agenda last month was not on the agenda this month.

Pam asked when was we to the New City Hall. Waunesa stated we are waiting on Windstream. Pam stated that anytime the Council comes in and ask for something they are allowed to have it.

MAYOR REPORT

Mayor Guzman stated the City Christmas Party would be Friday. Pam asked what happen to the sign at the New City Hall building. Mayor Guzman stated he was having a new sign installed.

Next order of business: Discuss and possibly approve December 2018 bills. Randall made the motion to pay the bills, Kelly second, motion passed.

Next order of business: Discuss and possibly approve October 9, 2018 minutes. Brenda made the motion to accept the minutes, Randall second, motion passed.

Mayor Guzman adjourned the meeting at 7:30 p.m.



Carlos Guzman
Mayor



Waunesa Herrington
City Secretary