

**CITY OF ZAVALLA**  
**REGULAR SCHEDULED MEETING OF THE CITY COUNCIL**  
**TUESDAY, JANUARY 12, 2021**

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, January 12, 2021 at 6:00 p.m. at the City Hall building located at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman and Council members; Denita Ross, Tom Ross, Pam Hooks and Stacey Marshall. Joy Yarbrough was abstent.

Staff Present were: Aimee Cloutier, Christie Dilday, Waunesa Herrington, Chris Wade, James Denby, and Jacob Haden, and Daryl Cheney.

Guest Present were: Carolyn Guzman, Loyce Lawrence, Patrick Wood, Bernie Richardson, Brillan Puryear, Ashly Rhaim, Janet Freeman, James Guest, J.W, Brenda Cox, J.P. Hopkins, and Debbie Denby.

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

J.P. Hopkins gave the invocation.

**OPEN FORUM:**

Mrs. Brenda Cox spoke under open forum telling the council she appreciated the volunteer fire department. She stated there were two fires on her street and they did a marvelous job.

**Zavalla Volunteer Fire Department Report:** Fire Chief Chris Wade said they had two fires on the same street last week and they were busy on Sunday due to the snow with car accidents. He said the fire department had a fundraiser with the trail of lights at the Ross's house before Christmas.

**First Order of Business: Presentation by Patrick Woods from Perdue, Brandon, Fielder, Collins & Mott Law Firm pertaining to the City of Zavalla's Tax collections:** Mr. Patrick Woods with the law firm stated above gave a presentation to the council regarding delinquent tax collections and how their firm could help the City of Zavalla.

**Second Order of Business: Presentation by James Guest from Linebarger, Goggan Blair & Sampson Law firm pertaining to the City of Zavalla's Tax collections:** Mr. James Guest with the law firm stated above gave a presentation to the council regarding delinquent tax collections and how great of a job they are already doing for the City of Zavalla.

**Third Order of Business: Discuss and possibly approve not sending water statement cards to water customers that are on the ACH draft system:** Councilman Tom Ross made the motion to send all ACH customers a letter about going paperless, Stacy Marshall seconded the motion, all in favor, motion carried and passed.

**Fourth Order of Business: Discuss and possibly approve cleaning the elevated water tank located on Marshall Street:** Public Works Director Daryl Cheney explained to the council that the elevated tank has 1-5" of sediment. He received a quote for \$5,300 as of right now. He explained to the council that a robot will do the cleaning how it would do it. Councilmember Denita Ross made the motion to table the item, Tom Ross seconded the motion, all in favor, motion carried and passed. Tabled.

**Fifth Order of Business: Discuss and possibly approve dog catcher:** Chief Chris Wade with the Zavalla Police Department gave the council a report on what a dog catcher may cost the city. He budgeted in 20 hours a week and the extra five hours a week would be for call outs, etc. Mr. Wade explained all the details about the potential position. He also mentioned the dog catcher position would be directly supervised by the police department. Councilmember Denita Ross made the motion to table the item until a special called meeting, Tom Ross seconded the motion, all in favor, motion carried and passed. Tabled.

**Sixth Order of Business: Discuss and possibly approve January 2020 bills:** Councilmember Stacy Marshall asked what the Angelina Healthcare bill was and City Secretary Waunesa Herrington explained. Councilmember Pam Hooks asked if NIBRS was set up and Chief Wade with Zavalla Police Department told her yes. Councilmember Tom Ross made the motion to approve and pay the January 2020 bills, Stacy Marshall seconded the motion, all in favor, motion carried and passed.

**Final Order of Business: Discuss and approve December 2020 minutes:** Councilmember Stacy Marshall made the motion to approve the minutes, Tom Ross seconded the motion, all in favor, motion carried and passed.

#### **STAFF REPORTS:**

**Municipal Court:** Aimee Cloutier, Court Clerk explained to the council she was out due to her family members having Covid so the court is playing catch up. She told the council the Santa Pictures before Christmas went well and we are hoping to do it again next year.

**City Secretary-** Waunesa Herrington told the council that the Angelina County election bill sent to the city was really high containing cost of \$12,000.00. She said the election she holds is usually around \$6,000.00 and the City could not afford for Angelina County to hold their election again. She told the council she was doing her seminar online this year and she read the monthly Food Pantry Report for J.P. Hopkins.



**Zavalla Police Department-** Chief Chris Wade explained what was going on with the Tahoe and that him and Lieutenant James Denby received their COVID shots.


**Public Works/Sewer:** Public Works director Daryl Cheney mentioned to the council that his department was very busy working through the snow on Sunday night. He said if the Water Department passes the TTHM test they will be off of the "list". Councilmember Stacy Marshall asked Mr. Cheney about the manhole issue and Mr. Cheney told her they were going to reseal it tomorrow and make a cage around it.

Councilmember Tom Ross thanked everyone that came out to the trail of lights and Mrs. Ross said they would not be doing it again next year.

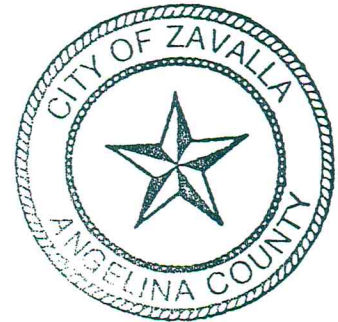
Mayor Carlos Guzman adjourned the meeting at 7:34 p.m.

Minutes are passed and approved this 9<sup>th</sup> day of February, 2021.

  
\_\_\_\_\_  
Carlos Guzman, Mayor

  
\_\_\_\_\_  
Waunesa Herrington, City Secretary

Waunesa Herrington, City Secretary



**CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 9, 2021 AT 6:00 P.M.**

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, February 9, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council Present were: Mayor Carlos Guzman, Denita Ross, Stacey Marshall, Joy Yarbrough and Pam Hooks. Tom Ross was absent.

Staff Present were: Aimee Cloutier, Waunesa Herrington, Chief Chris Wade, Evan Wayman, James Denby, Lynnzee Lyons, Justice Marshall and Gage Richey.

Guest Present were: Kim Retherford, Carolyn Guzman, Don Burr, Anna Wayman, Hulon Miller, Gwen Miller, Brenda Cox, Debbie Denby, J P Hopkins, Loyce Lawrence, Nita Standard, James Guess, Chandler Hawley, David Horner and Billy Barrick.

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

J.P. Hopkins gave the invocation.

**OPEN FORUM:**

Mrs. Brenda Cox spoke under open forum. She read to the council an article about "preparations for a council meeting". It was about council meetings and council members. She said that she got yelled at the last council meeting by two council members. In the November 2020 the council meeting was adjourned and afterwards they went into executive session and slandered workers. Mrs. Cox stated that she took offense to that.

Mr. Horner, a water customer spoke under open forum about his water bill. He said it was high and asked to be put on the agenda for March 2021 meeting.

**Zavalla Volunteer Fire Department Report:** Fire Chief, Chris Wade read his report and notified the public about their fish fry fundraiser on March 6, 2021. He also let the council know they have a new member on the roll and that Brookshire Brothers is donating most of the supplies for the fundraiser.

**First Order of Business: Discuss and possibly decide on the law firm for the City of Zavalla's tax collection:** Councilwoman Pam Hooks made the motion to stay with Linebarger, Stacy Marshall seconded the motion, all in favor, motion carried and passed.

**Second Order of Business: Call the May 1, 2021 General Election:** Councilwoman Pam Hooks made the motion to call the general election for May 1, 2021, Denita Ross seconded the motion, all in favor, motion carried and passed.



**Third Order of Business: Discuss and possibly approve the two 12-hour days for the May General Election in 2021:** City Secretary, Waunesa Herrington explained to the council why the two days needed to be picked and suggested a date. Councilwoman Pam Hooks made the motion to approve the two 12-hour days with one being on April 20, 2021 and the other being April 27, 2021. Denita Ross seconded the motion, all in favor, motion carried and passed.

**Fourth Order of Business: Discuss and possibly make a decision on Claude McDonald's water account #546 for when his water meter was read in December 2020:** Mrs. Elizabeth McDonald explained to the council the situation regarding the water account. Councilwoman Pam Hooks made the motion to adjust the water bill according the commercial rate, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Fifth Order of Business: Discuss and possibly make a decision about a refund on Dennis Sammon's water account:** City Secretary Waunesa Herrington explained the \$241.69 credit on Mr. Sammon's water account to the council. Councilwoman Denita Ross made the motion to refund the \$241.69 credit back to Mr. Sammon's, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Sixth Order of Business: Discuss and possibly approve the 2020 racial profiling report that is submitted to the Texas Commission on Law Enforcement:** Chief Wade with the Zavalla Police Department gave the Council members a copy of racial profiling report and explained it. Councilwoman Pam Hooks made the motion to accept the report, Denita Ross seconded the motion, all in favor, motion carried and passed.

**Seventh Order of Business: Discuss and possibly approve amendment to Ordinance # 48:** City Secretary Waunesa Herrington read the amendment. Councilwoman Denita Ross made the motion to approve the amendment to Ordinance #48, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Eighth Order of Business: Discuss and take possible action on lay offs due to insufficient funds:** Councilwoman Denita Ross stated that she put this item on the agenda because the city is overspending versus what it brings in on the Water Department Side. She stated that money keeps going out and the city can't afford to take money out of the C.D. Mrs. Ross also stated that money was taken out of that C.D. without council approval. Denita also said there was a lot of money spent for Christmas Stuff. City Secretary Waunesa Herrington told Mrs. Ross that money for Christmas things was not taken out of the water department funds. Councilmember Pam Hooks said that there was so much old stuff that needs to be fixed and paid for. Citizen Kim Retherford got up and spoke to the council and told them that is what the C.D. in the water department was for to spend it on things for the water department. Another citizen in the crowd named Billy Barrick stood up and asked the council if the C.D. was for emergencies. Mayor Guzman said no. Citizen Brenda Cox stood up and stated that COVID money is coming in and Mrs. Waunesa Herrington told her that was correct and the city should be receiving about



\$20,000.00. Mrs. Herrington told the council the monthly financial report she gave them on Friday was at a negative balance but as of Tuesday, it was back positive by about \$3,000.00. Waunesa asked councilmember Denita Ross what she wanted her to do when \$4,000.00 pump was needed and the bill needed to be paid. Denita Did not say anything back to Mrs. Herrington. Chief Wade with Zavalla Police Department stood up and spoke to the council. He stated the way the situation is being handled is poor. Councilmember Stacy Marshall asked what the options were. Mayor Guzman said the water rates have went up by six percent. City Secretary stated to the council that all of the employees are a family. Councilmember Pam Hooks said if we do not have a water department then we do not have a city. Citizen Kim Retherford told the council that the city should not be making money on water bill and everything should be evening out. Councilmember Pam Hooks made the motions against layoffs. Joy Yarbrough second the motion. Denita Ross and Stacy Marshall voted the other way and in favor for layoffs. Mayor Guzman broke the tie for no layoffs.

**Ninth Order of Business: Discuss and possibly approve February 2021 bills:**

Councilmember Stacy Marshall asked if the funds were there to pay the bills and Waunesa said yes. Councilwoman Pam Hooks made the motion to pay February 2021 bills, Stacy Marshall seconded the motion. All in favor, motion carried and passed.

**Tenth Order of Business: Discuss and possibly approve January 12, 2021 minutes:**

Councilmember Denita Ross asked Daryl Cheney, Public Works Director if he every got the cage around the man hole. Mr. Cheney said not yet because of all of the other work that needed to be done. Councilwoman Pam Hooks made the motion to approve January 12, 2021 minutes, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Eleventh Order of Business: Discuss and possibly approve January 26, 2021 minutes:**

Councilwoman Pam Hooks made the motion not to approve January 26, 2021 minutes because the amendment for the dog catcher was not right, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**STAFF REPORTS:**

**Zavalla Police Department:** Chief Wade with Zavalla Police Department read his report. He told the council that he started working on a grant for a Tahoe. He also told the council that Officer Haden with Zavalla P.D. is going to be the animal catcher. Chief Wade told the council that the department went under a seizure audit and they passed. Lastly, Chief Wade said the police department received a call from the U.S. Marshall's office and himself and Lieutenant Denby were able to catch a wanted person and located meth on his person.

**Zavalla Water Department:** Public Works Director, Daryl Cheney told the council that his department has been very busy with the Durham Ranch road leak and there are currently two pumps down. He has to replace an impeller on one. He has received the starter for the GUI well and will be fixing this the following day. Mr. Cheney told the council that himself and Christie



are getting all of the reports done and Evan is waiting on TCEQ to let them know when he can take his wastewater test.


**City Secretary:** City Secretary, Waunesa Herrington told the council that she was at the last stage of the Cares Act grant and the Water grant has been approved and Ray Vann is working on that. Mrs. Herrington told the council that she is working on a new CDBG grant but the odds are slim because the city was awarded the previous grant but she is applying anyways. The Hazard Mitigation grant is at about at 88% that the city will receive that grant and she is submitting the Juvenile Case Manager grant on Wednesday. Mrs. Herrington told the Council that the food pantry received a new milk grant. J.P. Hopkins with the Zavalla Food Pantry stood up and told the council that he pays his leaf rakers \$10.00 an hour and the council needs to raise wages for city workers.

**Municipal Court:** Court Clerk, Aimee Cloutier read her monthly report and told the council about the amnesty program in March 2021.

Mayor Guzman adjourned the meeting at 6:48 p.m.



Carlos Guzman  
Mayor



Waunesa Herrington  
Waunesa Herrington  
City Secretary

**CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE CITY COUNCIL  
TUESDAY, MARCH 9, 2021 AT 6:00 P.M.**

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, March 9, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman, Joy Yarbrough, Pam Hooks, Denita Ross and Stacey Marshall, Tom Ross was absent.

**Staff present were: Chief Chris Wade, Waunesa Herrington, Jamie Denby, Christie Dilday, and Aimee Cloutier.**

**Guest present were: Don Burr, Brenda Denby, Danny Hay with KSA Engineers, J P Hopkins, Lois Lawrence, Eunice Ditterline, Steve Mallory, Kim Hogan Retherford, and Ray Vann.**

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

J.P. Hopkins gave the invocation.

**Open Forum:**

J.P. Hopkins spoke under open forum stating that the water outage was unnecessary and asked the council why it had happened. He asked if the council was giving the water department the parts they needed. He said the pipes should have been wrapped and heaters should have been keeping the pipes hot. Mr. Hopkins told the council that the water department employees needed to do preventative maintenance and have extra parts (anything that has moving parts) on hand. Councilmember Stacy Marshall spoke and said that she agreed. Mr. Hopkins said this is not a mom and pop and the city needs to keep the water system up to date. Mr. Hopkins complimented Mayor Guzman for the water he received for the food pantry.

Eunice Ditterline also spoke under open forum. She said it was to her understanding there was supposed to be a call out system so why were they not using it. City Secretary Waunesa Herrington said she has not paid the bill so it is not working.

Kim Retherford was the final citizen to speak under open forum. Mrs. Retherford told the audience and council that everyone around us had the same issues during the freeze, even Lufkin. She told the council there should be better communication but is not faulting anyone in particular.

**Zavalla Volunteer Fire Department Report:** Fire Chief Chris Wade with the volunteer fire department read his report and stated there are three trucks currently in the shop due to the freeze. The fire department responded to several structure fires while the city was out of water which made things difficult. He mentioned to the council that volunteer fire fighters went into a burning house to get a person out. Chief Wade said the fish fry fundraiser they had was successful and they raised \$1,00.00 and a big thank you to Brookshire Brothers for making it happen.

**First Order of Business: Discuss and possibly take action to select an engineering firm to provide application and project service for the 2021-2022 TxCDBG program:** City Secretary Waunesa Herrington told the council that the applications were graded and KSA came out with the highest score.



Councilman Tom Ross made the motion to select KSA as the engineering firm for the grant, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Second Order of Business: Discuss and possibly take action to adopt or reaffirm by resolution all financial, civil rights, equal opportunity, and citizen participation policies and plans as required by the Texas Department of Agriculture for the new water improvements grant contract No:7220530:**

Raymond Vann explained the items on the agenda and what they meant. Councilman Tom Ross made the motion to approve everything necessary as required, Denita Ross seconded the motion, all in favor, motion carried and passed.

**Third Order of Business: Discuss and possibly approve taking a donation of barricades from**

**Amanda Sheffield:** City Secretary Waunesa Herrington explained that a citizen wants to donate barricades. Councilman Tom Ross said they should be up to code. Councilwoman Stacy Marshall made the motion to accept the donation of barricades if they are up to code, Tom Ross seconded the motion, all in favor, motion carried and passed.

**Fourth Order of Business: Discuss and possibly take action on Ordinance #50, pertaining to making changes on fees, etc.:** City Secretary stated that Denita Ross wanted that on the agenda but she personally thought we were going to wait. Councilman Tom Ross made the motion to table this item until special called meeting, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Fifth Order of Business: Discuss, first read of ordinance, and possibly approve an ordinance closing, vacating and selling an alley in the City of Zavalla, Texas; proving for a public hearing and authorizing the Mayor to execute a quit claim deed to the Abutting Property Owners:** City Secretary Waunesa Herrington read the ordinance. Councilwoman Denita Ross made the motion to accept and approve the ordinance as written and read, Tom Ross seconded the motion. All in favor, motion carried and passed.

**Sixth Order of Business: Discuss and possibly approve February 9, 2021 minutes:** Councilwoman Pam Hooks made the motion to accept and approve February 9, 2021 minutes, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Final Order of Business: discuss and possibly approve March 9, 2021 bills:** Mayor Guzman told the council that the city hired Cody Day and Joe Herrington to help during the freeze. Councilwoman Pam Hooks asked who Shane Price was and Waunesa explained that he was hired to check new meters as required by TCEQ. Councilwoman Pam Hooks made the motion to accept and approve March 9, 2021 bills, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

#### **Staff Reports:**

**Chris Wade, Zavalla Police Chief:** Chief Wade read his monthly police department report and said he still has not heard anything regarding the \$5,000.00 equipment grant. He mentioned he is working on the Tahoe grant and he also put in a grant for a K-9 and if they got the grant, Lt. Denby would be the handler for the dog. Chief Wade told the Council that the department lost Lindsey and read her resignation letter to the council. Chief Wade told the citizens and council that he was taking applications until March 31<sup>st</sup> for animal control.

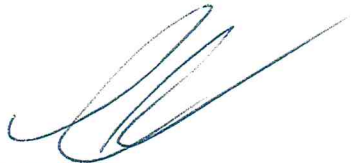
**Mayor Guzman-** Mr. Guzman said that Daryl was on his way to pick up pumps for the well. Councilwoman Pam Hooks asked if Daryl could install the pump himself and asked about the electric and may get the old electricians back down on here to fix the electrical issues.

**Waunesa Herrington, City Secretary:** Mrs. Herrington read the thank you card from the Guzman family. Waunesa told the council about the insurance claim and there was a \$1,000.00 deductible and she is waiting on the price for the pumps. She also said a big thank you to Jacob Bailey.

**Pam Hooks:** Mrs. Hooks said to keep Mayor Guzman in everyone's prayers for losing his dad.

Mayor Guzman adjourned the meeting at 6:39 p.m.

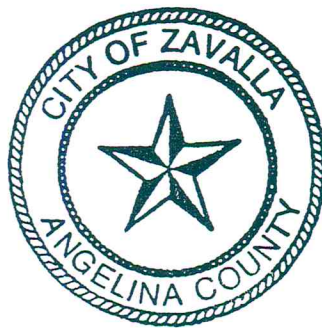
Approved 18TH day of May, 2021.



Carlos Guzman  
Mayor



Waunesa Herrington  
City Secretary





**CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING  
TUESDAY, APRIL 13, 2021 AT 6:00 P.M.**

The Council for the City of Zavalla met for a regular scheduled meeting on Tuesday, April 13, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman, Denita Ross, Stacey Marshall, Pam Hooks and Joy Yarbrough. Tom Ross was absent.

Staff Present were: Chief Chris Wade, Waunesa Herrington, Aimee Cloutier and Christie Dilday.

Guest present were: Shannon Yarbrough, Loyce Lawrence, Don McDonald, Eunice Ditterline, Donna Harris, J P Hopkins, Kim Retherford, and Bill Hoppe.

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

J.P. Hopkins gave the invocation.

**OPEN FORUM:**

Pam Hooks spoke under open forum to the council. She asked what kind of violations did the water department receive from TCEQ. She also asked if there was a boil water notice over the weekend. She also told the council that a lady paid for a water tap in January and it was just completed this week. She also mentioned that Houston Street where a culvert was recently put in needs to be fixed.

**Zavalla Volunteer Fire Department Report:** Fire Chief Chris Wade with the fire department stated that everything was going well. They did have a few fires. The department lost Tom Ross as he took a leave of absence for a year. He said the tanker is in the shop from the freeze and will cost about \$6,000.00.

**First Order of Business: Discuss and Possibly Approve Opening an ICS and CDARS Account:** City Secretary Waunesa Herrington explained that we were going to get between 1.3-1.8 million dollars and she wants the money protected into a special account. Councilwoman Joy Yarbrough made the motion to open an account but leave Tom Ross's name off of the account, Denita Ross seconded the motion, all in favor, motion passed and approved.

**Second Order of Business: Discuss and possibly approve remote deposit capture:** City Secretary Waunesa Herrington explained that instead of going to the bank so often, we can scan checks everyday that will be deposited at once through a program with the bank. The cost will be \$40.00 a month. Councilwoman Joy Yarbrough made the motion to approve the remote deposit capture, Pam Hooks seconded the motion, all in favor, motion passed and approved.

**Third Order of Business: Address and resolve meter/account #1116 registered to Perez RV Park ("Park"), 770 SH 147, Zavalla, TX 75980:** Donna Harris, manager for the RV park stood up to speak to the council saying that one pipe broke loose during the freeze and did not know there was a break until days later. The response time from the water department was perfect. The water bill stated the park used 60,400 gallons of water and she still has a water bill of \$2,500.00. City Secretary Waunesa Herrington said she needed to adjust her bill again. Donna said the RV park water meter is currently locked.



**Fourth Order of Business: Address and resolve several overflows of the City water tower onto Perez RV Park property:** Donna Harris, the manager of the park said that one of her tenants is parked on the property next to the water tower. Mayor Guzman said that he thinks the sensor is out at the tower. Donna said when the tower overflows, it floods the property and this has happened several times. Councilwoman Pam Hooks told the Council that she thought they needed to get a new electrician.

**Fifth Order of Business: Discuss and possibly approve going out for bids to sell the 2010 Ford Crown Vic that was donated to the Zavalla ISD:** Chief Wade with the Zavalla Police Department said if a police officer buys the car, the city can sell it with the lights still on it. If a civilian buy it, the lights need to come off. Chief Wade recommends starting the minimum bid at \$800.00. Councilwoman Denita Ross made the motion to take bids on the 2010 Ford Crown Vic with a minimum bid of \$800.00, Stacy Marshall seconded the motion, all in favor, motion passed and approved.

**Sixth Order of Business: Discuss and possibly approve special called meeting January 26, 2021 minutes:** Councilwoman Denita Ross made the motion to approve the special called minutes from January 26, 2021, Joy Yarbrough seconded the motion, all in favor, motion passed and approved.

**Seventh Order of Business: Discuss and possibly approve doing 2019 audit:** Councilwoman Denita Ross made the motion to go out for bids, Pam Hooks seconded the motion, all in favor, motion passed and carried.

**Eighth Order of Business: Discuss and possibly approve a position for Dog Catcher/ Grounds Keeper:** The Council as well as Chief Wade and City secretary went into executive session at 6:19 p.m. regarding 551.074- personnel matters and reconvened at 6:36 p.m. Council Woman Denita Ross made the motion to hire a dog catcher and ground keeper and the position will be under the police chief, Stacy Marshall seconded the motion, all in favor, motion carried and passed.

**Ninth Order of Business: Discuss and take appropriate action regarding a resolution authorizing an application for funding under the Texas Department of Agriculture's 2021-2022 TxCDBG Community Development Fund:** Bill Hoppe with Ray Vann's office explained to the council what the resolution was about. Councilwoman Joy Yarbrough made the motion to apply for the grant and accept resolution, Pam Hooks seconded the motion, all in favor, motion carried and passed.

**Tenth Order of Business: Discuss and possibly approve closing all old alley ways inside the city limits of Zavalla:** Councilwoman Stacy Marshall asked where all of the alley ways were and Waunesa and Mayor Guzman explained. Councilwoman Denita Ross made the motion to close all alleyways, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Eleventh Order of Business: Discuss and possibly approve changes to the Hazard Pay Policy:** Waunesa explained to the council that she read the e-grant incorrectly and nothing needed to be changed. Councilwoman Denita Ross made the motion to leave policy as is, Joy Yarbrough seconded the motion, all in favor, motion carried and passed.

**Final Order of Business: Discuss and possibly approve April 2021 bills:** The council questioned some bills and the city secretary answered them. Councilwoman made the motion to pay all the bills for April 2021, Pam Hooks seconded the motion, all in favor, motion carried and passed.



**Staff Reports:**

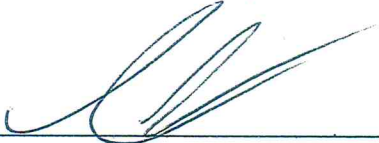
**Chris Wade, Chief of Police-** Chief Wade read his monthly report to the Council. He stated the Police Department got the new Tahoe in and he took the truck to get the equipment taken out. He said there are several cases they are working on. He also stated he ordered new rain coats for the officers.

**Aimee Cloutier, Court Clerk-** Aimee read the monthly Zavalla Municipal Court report. She stated they have a grant presentation tomorrow and on Thursday she was going to San Augustine County to talk with Judge Williams about referring teen cases to Teen Court.

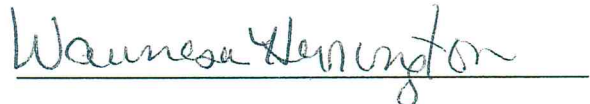
**Waunesa Herrington, City Secretary-** Waunesa explained to the council that early voting starts tomorrow and election day is on May 1<sup>st</sup>. She told the council that city hall was closed yesterday afternoon due to election training. She is working on a few grants and the city finally got the money from the Cares Act grant. Mayor Guzman told the council that they are going to have to condemn the old city hall building. Waunesa read a thank you note from Denita and Tom Ross and read report from the food pantry.

Mayor Guzman adjourned the meeting at 7:06 p.m.

Minutes approved this 18 day of May, 2021.



Carlos Guzman, Mayor



Waunesa Herrington, City Secretary



**CITY OF ZAVALLA  
SPECIAL CALLED MEETING OF THE CITY COUNCIL  
MAY 18, 2021**

The Council of the City of Zavalla met for a special called meeting on Tuesday, May 18, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were; Mayor Carlos Guzman, Joy Yarbrough, Pam Hooks, Billy Barrick, Stacey Marshall and Kim Retherford.

Staff present were: Chief Chris Wade, James Denby, Daryl Cheney, Terry L Havard, Christie Dilday, Cody Day and Waunesa Herrington.

Guest present were: Carolyn Guzman, Loyce Lawrence, Steve Jordan, Debbie Denby, Chris Reppond, Don McDonald, Dalton Weaver, Ray Vann, Amber Reppond and Caleb Ross.

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

James Denby gave the invocation

**Open Forum:**

Joy Yarbrough wanted all the Council to do training to be on the Council, maybe do a webinar. She would like for Ordinance #50 to be on the agenda next month and to send copies to the New Council Members. She wanted to know when the city was going to open the bids for the Crown Vic. Chief Chris Wade told her at the June meeting.

Pam Hooks said that 4 or 5 water taps had not been installed in the time frame they were supposed to be. People have been complaining about their sewer not being installed. Daryl said he would have to pull meters because TCEQ say that the City of Zavalla have 300 more meters than they are supposed to have. Daryl said that it was dangerous to install sewer for Dustin Hawley because it was so deep. He was not going to risk lives. Raff Iberian was going to give a bid to do the job. Pam asked Daryl maybe he needed to call a meeting with TCEQ and asked them about the meters. To try and figure out what was wrong. Pam stated that she was told the Sewer on 147 is stopped up.

**Zavalla Volunteer Fire Department Report:** Chris Wade reported that everything was going well and there was nothing to report.

**First order of business: Discuss Update by Ray Vann pertaining to the Hazard Mitigation Grant.** Ray stated that the TxCDBG Grant of the \$275,000 is moving just fine. On the Hazard Mitigation Grant don't know when the contracts will be coming, probably July-August for contracts. This grant is for the drainage issue in the City of Zavalla. Kim asked for a list of the roads that would be worked on. Ray said that it is listed in the grant and he didn't have it with him. Ray said this is a slow-moving engine. Turning dirt will probably in a year.

**Second order of business: Presentation by Kevin Hester pertaining to water filters.** Caleb Ross from Simply Aquatics told the Council how his filters work and how much they would cost. He had bottles of water to showed what the water looks liked before the water filter and after.



**Third order of business: Discuss and possibly approve electing a new Mayor Pro-Tem.** Pam made the motion to appoint Kim Retherford and Joy second. Motion passed.

**Fourth order of business: Discuss and possibly approve Resolution pertaining to the 2021 General Election.** Pam made the motion to approve the Resolution pertaining to the 2021 General Election, and Kim second, motion passed.

**Fifth order of business: Discuss and possibly approve removing Denita Ross and Tom Ross from signature card on business accounts and adding Kim Hogan Retherford and Billy Barrick.** Pam made the motion to remove Denita and Tom and to add Kim and Billy. Joy second, motion passed. Waunesa ask how exactly did they want their names on the accounts. Kim wanted Kim Hogan Retherford and Billy said his needed to be William Barrick.

**Sixth order of business: Discuss Keith Cole purchasing Easy Street, Zavalla, Texas.** Kim stated they needed to pay the cost for the appraisal. Put this item on the agenda for the next City Council Meeting.

**Seventh order of business: Discuss and possibly approve putting certain bills on automatic pay.** Billy made the motion to put the bank notes, electric bills, telephone bills on automatic pay. Kim second, motion passed.

**Eighth order of business: Discuss and possibly approve March 9, 2021 minutes.** Joy made the motion to approve the minutes, Stacey second, motion passed.

**Ninth order of business: Discuss and possibly approve April 13, 2021 minutes.** Joy made the motion to approve the minutes, Stacey second, motion passed,

**Tenth order of business: Discuss and possibly approve May 2021 bills.** Kim made the motion to pay the bills, Billy second, motion passed.

## **STAFF REPORTS**

Chief Chris Wade said everything is going well. Order some side plates or bars for the police vehicles. Order rain jackets for his staff. The K-9 Grant was concerned with the population of Zavalla. Chris told them we get lots of traffic. Pam asked if James Denby leaves does the dog go with him. Chief Wade said, we discuss this at the beginning, James has no intention of leaving and no the dog would not go with him.

### **MAINTENCE**


Chief Chris Wade introduce Lane Havard. Chris stated that Lane started on May 3, 2021. The lawnmowers were in the shop when Lane started. One is still in the shop. He has been cutting some tree limbs. Lane talked to Clint from the County about using the County's boom ax. The County has a project they are working on and the city can use it. Lane Havard has issued some warning pertaining to dogs at large. Chief Wade said he would like to send out a letter with the water bills about the animal control ordinance. Chris said he would like to get Oncor to let the city put Christmas lights up down Main Street. He would like the Christmas Parade to be in the afternoon.

Daryl said they have been busy. They got some new patch in and it is doing really well. Just Justus changed jobs. Cody is temporary help until he can pass a math test, then Daryl will hire Cody for Justus position. Evan has failed the wastewater test; he is taking it again next week. Evan has three more times

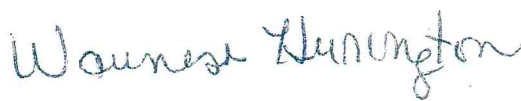
to pass the wastewater test. Raff Iberian is checking on the cost for putting Hawley sewer and then he will give a bid. They have had two sewer pumps rebuilt. He will do an audit on the meter in the system, TCEQ claims the City of Zavalla has too many meters.

Waunesa explained how the Juvenile Case Manager Grant was approved again, the grant could have received \$15,000 more. But she was concerned it would not get certified in time and lose the grant and certified the grant and then they would not let Aimee add to it. She said that the Water Department would be receiving an insurance check for \$11,711.97 for the ice storm damage. The 2021 Election cost around \$6000 for the City and School, where the 2020 Election cost just the city \$12,000. Waunesa said she had talked to Kim Johnson about the 2019 Audits, she was the only one to respond to the emails she sent out.

Meeting Adjourn



Carlos Guzman  
Mayor



Waunesa Herrington  
City Secretary





**CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING  
JUNE 8, 2021**

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, June 8, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were; Mayor Guzman, Pam Hooks, Kim Retherford, Billy Barrick, and Joy Yarbrough. Stacey Marshall was absent.

Staff Present: Chief Chris Wade, Waunesa Herrington, Cody Day, James Denby, Terry L Havard, Daryl Cheney and Julie Alson.

Guest present: Debbie Denby, J. P. Hopkins, Chris Reppond and Amber Reppond.

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

J. P. Hopkins gave the invocation

**OPEN FORUM:**

No one spoke under open forum.

**Zavalla Volunteer Fire Department Report:** Chris Wade gave the ZVFD report. Chris said everything is going well. They haven't had a call in a while. They will be having a fund raiser this weekend having a Bass Tournament. Fireworks this year is being handled by Jacob Bailey and Chris Reppond.

**First order of business:** Discuss and possibly approve making changes to Animal Control Ordinance #50. Judge Julie Alston told the changes she wanted to make and why. Pam asked what rights does a person have when a dog is on their property and it does not belong to them. Chief Wade you have the right to protect yourself and your property.

Billy stated he would like to change under Art.III 50-4 under (1) That any animal which has inflicted any ---humans' bites during the preceding (10) days have its head removed by the animal control officer and submitted to the laboratory for rabies examination. Instead of the head being removed by the animal control officer, it should be a vet.

Billy made the motion to make the changes the Judge wanted and then have a workshop, Joy second, motion passed.

**Second order of business:** Discuss and approve using Traffic Payment for Water Department and Court. Kim made the motion to approve, but it must be in writing that it was not going to cost the city anything. Billy second, motion passed.

**Third order of business:** Open bids on Crown Vic and possibly approve the highest bid. Bids were Charlene Wappler 976.00, Melvin Whitworth 1260.00, Chris Messer 812.50 and Mitchel Newman 2525.25. With Mitchel Newman everything goes because Mitchell is Jasper County Sheriff. Kim made the motion to accept the 2525.25 and if Mitchell Newman changes his mind, take the bid from Melvin Whitworth for 1260.00. Billy second, motion passed.

**Fourth order of business:** Discuss and possibly take action pertaining to Keith Cole purchasing Easy Street. If the Council sold Easy Street, they would like to keep the right of way to get to the water meters beside Easy Street. Kim made the motion to table, Billy second, motion passed.

**Fifth order of business:** Discuss and possibly take action on selling the City's property located on Second Street. Billy made the motion to sell, Kim second. Just need to follow the instruction the City Attorney provided on selling property. Whoever buys the property, they have to pay the appraised value plus whatever it cost the City to sell the property. Motion passed.

**Sixth order of business:** Discussed water hook up. Waunesa explained how RVS came up with 740 number, it was attached to Rate Code 2. Kim asked you verified by TCEQ that the City of Zavalla could take new customers. Kim asked Daryl what customers did the Water Department was working. Hawley- Sewer, Richard Brunk-Sewer, Family Dollar Store-Sewer. They had new customers come in since last meeting, these are the ones left from May meeting.

**Seventh order of business:** Discuss and possibly selling and taking bids on John Deere Tractor and bush hog that goes with it. Billy made the motion to sell the John Deere Tractor with the minimum bid being \$3,500 and the proceeds goes towards the new tractor the city bought. Joy second, motion passed. The bids would need to be turned in by Monday, July 12, 2021 by 4:30p.m. and the bids will be open at the City Council meeting on July 13, 2021. The highest bid would receive the John Deere Tractor. The Council would like for the tractor to be put beside New City Hall for people to see and not Old City Hall.

**Eighth order of business:** Discuss and possibly approve buying a new commercial grade zero turn lawnmower. Pam made the motion to buy Number One that Lane had picked out for \$6,994.40, Kim second, motion passed.

**Ninth order of business:** Discuss and possibly approve selling and taking bids on the two zero turn lawnmowers. Billy made the motion to sell lawnmowers, Kim second, motion passed. The Council approve for the minimum bid for the skag to be \$1,000 and the minimum bid for the bad boy is \$500. The bids are due on Monday, July 12, 2021 by 4:30 p.m. and will be open at next City Council Meeting on July 13, 2021. The highest bid would receive the lawnmower.



**Tenth order of business:** Discuss and possible approve paying \$5,000 towards balloon note on the Dodge Charger. Kim made the motion to table, Billy second, motion passed. Council wanted to know how much the balloon note was and when it was due.

**Eleventh order of business:** Discuss and possibly approve May 18, 2021 minutes. Joy made the motion to approve, Kim second, after you add Cody Day under employees. Motion passed.

**Twelfth order of business:** Discuss and possibly approve June 2021 bills. Billy made the motion to pay the bills, Kim second, motion passed.

#### **STAFF REPORTS**

Chief Chris Wade read his report. Asked the Council if they had any questions. Kim asked him about his new car.

Waunesa stated they current Juvenile Case Manager Grant was being audited. She would like to have a budget. The Council decided on July 27, 2021 at 7:30 p.m. The Council wanted to do the budget and Ordinance #50 pertaining to dog control

Carlos said he would like to go into Executive Session under 551.74 Personnel Matters. Council went into executive session at 7:10 p.m. and reconvene at 7:25p.m.

Daryl gave his report in executive session.

#### **MEETING ADJOURNED AT 7:30.**

Passed and approved on July 13, 2021.



Carlos Guzman  
Mayor



Waunesa Herrington  
City Secretary

CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE CITY COUNCIL  
JULY 13, 2021

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, July 13, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman, Pam Hooks, Kim Retherford, Stacy Marshall, Joy Yarbrough and Billy Barrick.

Employee present were: Chief Chris Wade, Lane Havard, Christie Dilday, Daryl Cheney, Evan Wayman, James Denby, Cody Day, Savanna Smith and Waunesa Herrington.

Guest present were: Shannon Yarbrough, Debbie Denby and Anna Wayman.

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

James Denby gave the invocation.

**OPEN FORUM:**

No One spoke under open forum.

ZAVALLA VOLUNTEER FIRE DEPARTMENT REPORT; Chris Wade gave the ZVFD report. Chris said everything is going well. The ZVFD MADE \$400 dollars off the firework show.

First order of Business: Discuss and possibly approve renewing HACH contract. Billy made the motion to approve HACH contract, Pam second, motion passed.

Second order of Business; Discus and possibly approve paying \$5,000 on Dodge Charger balloon note. Kim made the motion not to pay anything on the Dodge Charger balloon note, Joy second, motion passed.



Third order of Business: Discuss and possibly approve repair and sediment removal on water tank located on Marshall Street. Kim made the motion to table; the Council would like for Daryl to get more bids. Billy second, motion passed.

Fourth order of Business; Discuss and possibly approve how the Council wants to pay employee for the comp time employee earned during ice storm in February 2021. Billy made the motion to pay employee for comp time earned during the ice storm of February 2021. Kim second, motion passed. Employee had earned 54 comp hours.

Fifth order of Business: Discuss and possibly approve hire Auditor for 2019 audits. Billy made the motion hire Kim Johnson, Joy second, motion passed.

Sixth order of Business: Discuss and possibly approve accepting stimulus payment from American Rescue Plan Act of 2021. Kim made the motion to accept stimulus payment from the American Rescue Plan Act of 2021. Joy second, motion passed.

Seventh order of Business: Discuss and possibly approve June 8, 2021 minutes. Billy made the motion to approve, Joy second, motion passed.

Eighth order of Business: Discuss and possibly approve July 2021 bills. Billy made the motion to pay the bills, Joy second, motion passed.

#### STAFF REPORTS

Chief Chris Wade gave the report for the Police Department. He said everything is going well. They had received the side bars for the Tahoe that Jacob drives. Was going to meet with other Cities to take care of the ambulance service. Kim asked about the mowing. Chris said they were waiting on the said boom from the County and Lane wanted to wait until School started so the kids would be in school and not out. Lane did not want to risk hitting a child with debris. Pam asked the City's tractor couldn't mow it. She said if the tractor was too big, what about trading it in for a smaller size. The Council wants Lane to go on and mow and not wait on the side boom from the County. Pam said Lane needs to know where the manholes are located or he would be hitting one.

Daryl said the Water Department had put in a few taps in. Still behind on the deep ones. They were borrowing a box from the City of Lufkin for the deep holes

for safety reasons. Daryl said TCEQ had informed him that in a RV Park all RV sites were counted as a water customer, not just the one meter that the RV Park has. TCEQ just has not come to Zavalla and counted them. Mayor Guzman asked Daryl had we stood on the time for Evan's test. Evan stated he would take it in two weeks. Then asked about Cody's time. Cody has taken the class for the Waste Water test; he just needs a refresher course to take the test.

Waunesa stated that she had been working on the Budget. She would like to have a Budget Workshop in July. The Council decided on July 27, 2021 at 7:30 p.m. She almost had all the information that TDEM needed for the Coronavirus Local Fiscal Recovery Fund for the City to receive the first payment.

Mayor Guzman said we the City would go into executive session under 551.072 Deliberation about Real Property at 7:20 p.m. and reconvene at 7:30 p.m.

Meeting Adjourned



Carlos Guzman  
Mayor



Waunesa Herrington  
City Secretary





CITY OF ZAVALLA  
SPECIAL CALLED MEETING  
BUDGET WORKSHOP  
JULY 27, 2021

The Council of the City of Zavalla met for a Budget Workshop on July 27, 2021 at 7:30 p.m. at the New Zavalla city Hall located at 242 E. Main Street, Zavalla, Texas.

Council present were: Mayor Carlos Guzman, Pam Hooks, Kim Retherford , Stacy Marshall and Joy Yarbrough. Billy Barrick was absent.

Employees present were: Chief Chris Wade, Judge Julie Alston, Daryl Cheney and Waunesa Herrington.

Mayor Carlos Guzman called the meeting to order at 7:30 p.m., established a quorum.

Kim Retherford gave the invocation.

Council and employees discuss the 2022 budget. Council told where they thought some adjustments needed to be made. The Council decided to have another Workshop on August 9, 2022 at 6:30 p.m.

Meeting Adjourned at 9:45p.m.



Carlos Guzman  
Mayor

Waunesa  
Herrington

CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING  
AUGUST 10, 2021

*No Meetings  
Rescheduled to  
8-24-21*

The Zavalla City Council will conduct its regular scheduled meeting on Tuesday, August 10, 2021 at 6:00 p.m. at the New Zavalla City Hall located at 242 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

1. Call meeting to order
2. Establish a quorum
3. Welcome Guest
4. Invocation
5. Open Forum
6. Zavalla Volunteer Fire Department Report
7. Discuss Animal Ordinance
8. Discuss RV Ordinance
9. Discuss and possibly approve what to do with the money received off of selling old equipment.
10. Discuss and possibly approve a Christmas Parade Committee.
11. Discuss and possibly approve hiring Contract Labor to mow the City's Streets.
12. Discuss and possibly approve repair and sediment removal on water tank located on Marshall Street.
13. Discuss and possibly approve buying Tasers for the Police Department.
14. Discuss Water Issue at Kim's
15. Discuss and possibly approve giving Evan Wayman a six months extension to get his wastewater license.
16. Discuss and possibly approve selling old water work truck and extra truck bed.
17. Discuss and possibly approve July 13, 2021 minutes
18. Discuss and possibly approve July 27, 2021 minutes
19. Discuss and possibly August 2021 bills.

EXECUTIVE SESSION

The City of Zavalla council reserves the right to adjourn into executive session at anytime during the course of this meeting to discuss any of the matters listed below, as authorized by the Texas Government Code sections.

- a. 551.074 Consultation with City Attorney
- b. 551.072 Deliberation about Real Property
- c. 551.073 Deliberation about Gifts and Donations
- d. 551.074 Personnel Matters
- e. 551.085 Economic Development Matters

MEETING ADJOURNED

NOTE: Mayor and Council Reports on Items of Community Interest-Pursuant to Texas Government Code Section 551.0415, the City Council may report on the following items: (1)



expression of thanks, congratulation or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 242 E. Main Street, Zavalla, Texas and available for viewing by the public on the City's webpage at [cityofzavalla.com](http://cityofzavalla.com) on August 6, 2021 at 12:30 p.m.



Carlos Guzman  
Mayor

No Meeting  
Did Have a  
quorum

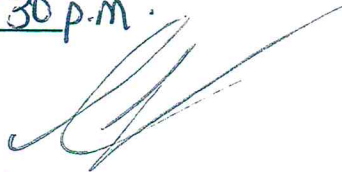
CITY OF ZAVALLA  
SPECIAL CALLED MEETING  
BUDGET WORKSHOP  
AUGUST 9, 2021

The Zavalla City Council will conduct a Budget Workshop on Monday, August 9, 2021 at 6:30 p.m. at the New Zavalla City Hall located at 242 E. Main Street, Zavalla, Texas.

ORDER OF BUSINESS

1. Call Meeting to order
2. Establish a quorum
3. Welcome Guest
4. Invocation
5. Budget Workshop
6. Meeting Adjourned

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall located at 242 E. Main Street, Zavalla, Texas and available for viewing by the public on the City's Webpage at [cityofzavalla.com](http://cityofzavalla.com) on August 6, 2021 at 12:30 p.m.



Carlos Guzman  
Mayor



CITY OF ZAVALLA  
SPECIAL CALLED MEETING  
AUGUST 24, 2021

No Meeting  
No quorum

The Zavalla City Council will conduct a special called meeting on Tuesday, August 24, 2021 at 6:00 p.m. at the New Zavalla City Hall located at 242 E. Main Street, Zavalla, Texas 75980.

ORDER OF BUSINESS

1. Call meeting to order
2. Establish a quorum
3. Welcome guest
4. Invocation
5. Open Forum
6. Zavalla Volunteer Fire Department Report
7. Discuss and possibly approve what to do with the money received off of selling old equipment.
8. Discuss and possibly approve repair and sediment removal on water tank located on Marshall Street.
9. Discuss and possibly approve buying Tasers for the Police Department
10. Discuss water issue at Kim Retherford's house.
11. Discuss and possibly approve giving Evan Wayman a six-month extension to get his wastewater license.
12. Discuss and possibly approve July 13, 2021 minutes.
13. Discuss and possibly approve July 27, 2021 minutes
14. Discuss and possibly approve August, 2021 bills.
15. Staff Reports

EXECUTIVE SESSION

The City of Zavalla council reserves the right to adjourn into executive session at anytime during the course of this meeting to discuss any of the matters listed below, as authorized by the Texas Government Code sections.

- a. 551.071 Consultation with City Attorney
- b. 551.072 Deliberation about Real Property
- c. 551.073 Deliberation about Gifts and Donations
- d. 551.074 Personnel Matters
- e. 551.085 Economic Development Matters

MEETING ADJOURNED

NOTE: Mayor and Council report on Items of Community Interest-Pursuant to Texas Government Code Section 551.0415, the City Council may report on the following items: (1) expression of thanks, congratulation or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information on community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 242 E. Min Street, Zavalla, Texas and available for viewing by the public on the City's webpage at [cityofzavalla.com](http://cityofzavalla.com) on August 20, 2021 at 10:30 A.M.

A handwritten signature in blue ink, appearing to read 'CG', is written over the text of the certification.

Carlos Guzman  
Mayor



CITY OF ZAVALLA  
SPECIAL CALLED MEETING  
PUBLIC HEARING ON 2022 PROPOSED BUDGET  
AUGUST 24, 2021

The Zavalla City Council will conduct a Budget Hearing on the City of Zavalla's proposed 2022 Budget on Tuesday, August 24, 2021 at 6:15 p.m. at the New Zavalla City Hall located at 242 E. Main Street, Zavalla, Texas 75980. The public is welcome.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 242 E. Main Street, Zavalla, Texas and available for viewing by the public on the City's webpage at [cityofzavalla.com](http://cityofzavalla.com) on August 24, 2021 at 10:30 A.M.



Carlos Guzman  
Mayor

CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE ZAVALLA CITY COUNCIL  
SEPTEMBER 14, 2021

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, September 14, 2021 at 6:00p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman, Pam Hooks, Joy Yarbrough, Kim Retherford and Stacy Marshall. Billy Barrick was absent.

Employees present were: Chief Chris Wade, Lane Havard, James Denby, Christie Dilday, Evan Wayman, Cody Day and Waunesa Herrington.

Guest present were: Anna Wayman, Loyce Lawrence, Carolyn Guzman, James Guest, Janet with Linebarger, and Jenny Townsend.

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

J.P. Hopkins gave the invocation.

#### OPEN FORUM

Jenny Townsend spoke under open forum. Jenny explained that she had ask Chief Wade for a copy of her no trespass citation/report that she had issued on Billy Barrick. Chief Wade told her that he could not give her that, because it had personal information of Billy Barrick's on it. Jenny said that then she went to the County, to see if they had a record of her no-trespass on Billy Barrick. The County her they had no record of a trespass citation being issued to Billy Barrick. The County told her that when they have a no trespass report they can give it out, they redact the personal information of the defendant or plaintiff.

Chris Wade gave the Zavalla Volunteer Fire Department report. Chris stated that everything was going well. They had a fish fry and earned \$1100. The ZVFD was selling raffle tickets on a gun.

First order of Business: Consider and take action approving resale bid Property ID 37831 "Being 0.6 Acres MORE OR LESS, PART OF SECTION 12 OF THE E.T.RR. CO



SURVEY, ABSTRACT 1033 IN THE M.T. JONES SUBDIVISION.” Kim requested to into executive session pertaining to this item under 551.072. City Council went into executive session at 6.09 p.m. and reconvene at 6:16 p.m. Pam made the motion to accept the bid on this piece of property, Kim second, motion passed.

Second Order of Business: James Guest with Linebarger to present City of Zavalla with Excess Proceeds Check. James Guest presented the city a check for \$3096.24.

Third order of Business: Consider and take action approving a three-year contract with the Linebarger Law Firm for delinquent ad valorem tax collection. Pam made the motion to accept the contract with Linebarger Law Firm, Joy second, motion passed.

#### BUDGET WORKSHOP

Kim wanted to know how the late charges could go from \$8,000 to \$26,000. The Council and City Secretary started recalculating the revenue for the Water Department. What should have been for the revenue is water sales 301,900, late charge 8,000, reconnect fees 3,900 and the 3% raise of water sales is 7,300. With the adjustment for last year being negative, the city did not need to put a plus amount for adjustment. Making the total revenue amount to be \$321,100. Kim stated that the truck allowance needs to be truck mileage. There needs to be mileage log. There should be rules on the mileage log. The mileage does not start until Public Works Director gets to work. The city will not pay mileage for him to go Lakeview at lunch. The Public Works Director needs to keep good mileage logs, so it will not get him or the city into trouble. Joy wants for the Public Works Director to put signs on his truck, every time he uses it for the city. Kim wanted to know what employees were covered under what budget. The Council look over all budgets and revenue for the general.

Fourth order of Business: Discuss and possible approve City of Zavalla 2022 Budget. Kim made the motion to accept the City of Zavalla 2022 Budget after the change had been made that was discuss, Joy second, motion passed.

Fifth order of Business: Discuss and possible approve the 2021 tax rate for the 2022 Budget. Kim made the motion for the total tax rate for 2021 to be 0.376138

with the breakdown of M & O 0.092336 and I & S 0.283802, Joy second, motion passed.

Sixth order of Business: Discuss and possibly approve what to do with the money received off of selling old equipment. Kim wanted to know exactly what equipment we were talking about. Mayor Carlos Guzman stated it the John Deere Tractor with the old back wing, the small bush hog and the two lawnmowers. Joy made the motion to put all proceeds in the Water Department account, Pam second, motion passed.

Seventh order of Business: Discuss and possibly approve repair and sediment removal on water tank located on Marshall Street. Joy made the motion to repair and remove the sediment on the water tank located on Marshall Street. Motion died. Kim made the motion to table until Daryl could be at the meeting to discuss the bids, he had received. Pam second, motion passed.

Eighth order of Business: Discuss and possibly approve buying Tasers for Police Department. Chief Wade demonstrated how the old tasers work and told how the new taser would work. He told how out date the tasers were the Police Department had. Chief Wade said they would like the city pay out the tasers, if he orders them by October 1, the first payment would be due in October for \$2,070 which he would take of Police Equipment and he put in the budget for next for the taser and it would be \$2069.98 for 2022 and \$2069.98 for 2023. Kim made the motion to purchase the tasers, Stacey second, motion passed.

Nineth order of Business: Discuss water issue at Kim Retherford's house located on Bryan Street. Even stated that part of the problem is when you transfer from using the GUI Well to the groundwater wells. Kim stated she has lost water several times and it did not start happening until after the ice storm in February 2021. Pam stated you even lose it during the night. Pam would like for a different electrician to be called out to look at it or someone different.

Tenth order of Business: Discuss and possibly approve giving Evan Wayman a six-month extension to get his wastewater license. Council went into executive session at 7:46p.m. and reconvene at 7:59 p.m. Kim made the motion to table, Joy second, motion passed.



Eleventh order of Business: Discuss and possibly approve selling old water work truck and extra truck bed. Joy made the motion to take bids on old water work truck with setting the minimum of \$2,000. Motion died for lack of second. Kim made the motion to table and get a mechanic to look at it, Stacey second, motion passed.

Twelfth order of Business: Discuss and possibly approve July 13, 20.21minutes. Kim made the motion to approve, Joy second, motion approved.

Thirteenth order of Business: Discuss and possibly approve July 27, 2021 minutes. Stacey made the motion to approve the minutes, Joy second, motion approved.

Fourteenth order of Business: Discuss and possibly approve August 2021 bills. Kim made the motion to approve, Joy second, motion approved.


Fifteenth order of Business: Discuss and possibly approve September 2021 bills. Stacey made the motion to approve, Pam second, motion passed.

#### STAFF REPORTS

Chief Chris Wade gave his report for August and September. Everything is going good in his department. The Police Department will be having the National Night out and National Night Out will be the second Tuesday in October. Chris wanted to tell the Council that, he did not set in his office all day. He showed his copy of the citation that he had written when Jenny Townsend complained about Billy Barrick. Chief Chris Wade reported that he had the propane tank at the Police Station filled so the generator would in case if the electricity went out.

Waunesa stated the state has not taken the hold off the CLFRF Grant. Explained there might be some funds available to help with the Sewer Plant Pond, she just needed to check on it some more. She was working on the Audits and that she had went to a Public Investment Act Class.

Meeting Adjourned

  
Carlos Guzman  
Mayor

  
Waunesa Herrington  
City Secretary

CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE ZAVALLA CITY COUNCIL  
OCTOBER 12, 2021

The Council of the City of Zavalla met for a regular scheduled meeting on Tuesday, October 12, 2021 at 6:00 p.m. at 242 East Main Street, Zavalla, Texas 75980.

Council present were: Mayor Pro-Tem Kim Retherford, Pam Hooks, and Joy Yarbrough. Mayor Carlos Guzman was absent. Billy Barrick turned his resignation for City Council to Mayor Carlos Guzman on September 14, 2021 and it automatically went into effect on September 22, 2021

Employee present were Daryl Cheney, Evan Wayman, Christie Dilday, Chris Wade, James Denby, Jacob Hayden, Lane Havard and Waunesa Herrington.

Guest present were Anna Wayman, Travis Cain, Shannon Yarbrough, Debbie Denby, Kelly Holcomb, Brenda Cox, Hulon Miller, and Jody Anderson.

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

J. P. Hopkins gave the invocation.

First order of Business: Discuss and possibly accept Billy Barrick's resignation. The Council read Billy Barrick's letter on September 14, 2021; Billy's resignation went into effect immediately in eight days from receiving his resignation letter.

Second order of Business: Discuss and possibly appoint someone to replace Billy Barrick's position on the City Council. Pam made the motion to appoint Hulon Miller, Joy second, motion passed.

Third order of Business: Swear New City Council Member in. City Secretary Waunesa Herrington swore Hulon Miller into office. Hulon Miller thanked the Council for choosing him to replace Billy Barrick.

Fourth order of Business: Presentation by Kelly Holcomb with ANRA about Zavalla Area Water Survey. Kelly gave the presentation about what ANRA was doing with



the Zavalla Area Water Survey. Zavalla and the surrounding area were considered no man's land where getting water was concerned. Sometimes you get some pockets of water and sometimes you get no water at all. There was funding coming available through Hazard Mitigation for the water and for the sewer. The water made the cut, the sewer did not. They are looking at a different funding for the sewer. When looking at the cost. The grant will pay 75% and it has to have a local match of 25%. Dead line for the first grant is November 5, 2021. They are looking at buying water from the City of Lufkin. The City of Lufkin has 13 water wells that produce plenty of water and also City of Lufkin has water rights from Sam Rayburn. City of Zavalla is the center of the hub. Customers down 147 and 63, it would have to be decided whose customers they would be. Brenda Cox said that she had heard that the City of Lufkin would not sell their water. Kelly said they do not want to sell their water rights, but they would sell wholesale water. The City of Zavalla would keep control of their water system.

No one under open forum

Zavalla Volunteer Fire Department Report Chris Wade gave the Zavalla volunteer Fire Department Report. He said everything was going well. They had a raffle going on right now, they would be giving it away on October 31, 2021.

Fifth order of Business: Discuss and possibly approve a plat for Stringer Tower. Mr. Cain from Goodwin and Lassiter explained the plat about Stringer's piece of property. In the minute book there will be a copy of the plat. Pam made a motion to accept the plat, Joy second, motion passed.

Sixth order of Business: Discuss and possibly approve resolution for the 2020 tax rate. Waunesa read the resolution. Hulon made the motion to approve the resolution, Joy second, motion passed.

Seventh order of Business: Discuss and possibly approve selling old water work truck and extra truck bed. Joy made the motion to sell old water work truck and extra truck bed, with a minimum bid of \$500, Hulon second, motion passed.

Eighth order of Business; Discuss and possibly approve repair and sediment removal on water tank located on Marshall Street. Pam made the motion to table, Hulon second, motion passed.

Nineth order of Business: Discuss, update and possibly approve Public Investment Resolution for 2021.

Pam made the motion to table, Hulon second, motion passed.

Tenth order of Business: Discuss hiring a Financial Advisor. Pam made the motion to table, Hulon second, motion passed.

Eleventh order of Business: Discuss and possibly approve changes to Holiday Pay for the Police Department. Pam made the motion to pay the Police Department 12 hours for holiday pay, Hulon second, motion passed. The Water Department needs to be on next month's agenda to discuss their Holiday Pay.

Twelfth order of Business: Discuss and possibly approve having Christmas Decorating Contest for Residential Homes located inside the City Limits. Pam made the motion to approve, Hulon second, motion passed.

Thirteenth order of Business: Discuss and possibly approve having Christmas decorating contest for Businesses located inside the City Limits. Pam made the motion to approve, Hulon second, motion passed.

Fourteenth order of Business: Discuss and possibly approve Interlocal Agreement with the City of Diboll pertaining to the Juvenile Case Manager. Joy made the motion to approve, with the exception need to change the name of the bank to Ubank, Pam second, motion passed.

Fifteenth order of Business: Discuss and possibly approve giving Evan Wayman a six-month extension to get his wastewater license. The City Council went into executive session at 7:23pm and returned at 7:26. Hulon abstained from going into executive session. Pam made the motion to approve giving Evan Wayman a six-month extension, Joy second, motion passed. Hulon Miller abstained.

Sixteenth order of Business: Discuss and possibly approve October 2021 bills. Hulon made the motion to approve, Pam second, motion passed.



Seventeenth order of Business: Discuss and possibly approve September 14, 2021 minutes. Pam made the motion to approve, Joy second, motion passed. Hulon abstained.

#### STAFF REPORTS

Daryl still putting in water meters, sewer taps and culverts. Still have to go back to the Eagles Nest and put the new sewer tap in that he wanted. Pam asked why did they need a new sewer tap. Daryl stated that the Eagles Nest wanted a straight line for the sewer on his side of the tap. Eagles Nest paid for the sewer tap to be moved. Kim asked Daryl if they were up to date on all the work orders. Daryl said they were up to date on the work order. Pam asked if the city had used a new Electrician. Daryl said the city hasn't had any issues. Pam said that one time she didn't have any water and Kim said the same thing. Daryl said he didn't know anything about it. Kim asked about Pickard Street, that it was bad.

Chief Chris Wade read his report. Chris told the Council that the Tasers are in. IT is coming down to install the software into his computer. The Department had the Charger worked on. All was under warranty. Pam asked about Lane's hours were they going to stay the same in the Winter. Chris said everything was going smooth, was there any more questions.

Waunesa reported the city still had not received the \$87,000, but that it could be any day. She was working on the audits with Kim Johnson. Everything was going well.

Meeting Adjourned

Kim Ketherford  
Mayor Pro-Tem



Waunesa Herrington  
City Secretary



CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE ZAVALLA COUNCIL  
NOVEMBER 9, 2021

The Zavalla City Council met for a regular scheduled meeting on Tuesday, November 9, 2021 at 6:00 p.m. at 242 E. Main Street, Zavalla, Texas 75980.

Council present were: Mayor Carlos Guzman, Kim Retherford, Pam Hooks, Joy Yarbrough, Stacy Marshall and Hulon Miller.

Employees present were: Cody Day, Daryl Cheney, Chief Chris Wade, James Denby and Waunesa Herrington.

Guest present were: Robert Denby, Sue Morrell, Doris Hawkins, Larry Hawkins, David Hawkins, Al Charanza, Debbie Denby, Frederick Sunderman, J.P. Hopkins, Brenda Cox, Loyce Lawrence and Ray Vann.

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

J. P. Hopkins gave the invocation.

Chief Chris Wade the Zavalla Volunteer Fire Department Report. Chris said that everything was going well. Not much going on right now.

Next order of Business: Ray Vann to give an update on the Hazard Mitigation Grant. Ray said that he received a letter March 2021 that the Grant was going into legal. There has been no activity on this grant waiting on the legal department of TDEM. Many Cities are just like Zavalla waiting on these funds. The latest activity was they were requiring a letter from the IRS with the City of Zavalla's tax id number. Ray stated he did receive this letter from Waunesa.

Next order of Business: Discuss and Ordinance to condemn property at the corner of Bryan Street and HWY 2109 owned by Texas Rainy Day Fund. Trailer is the off-white old trailer that is almost split in half and rotted. Kim made the motion to table, Hulon second, motion passed.



Next order of business: Discuss and possibly take action concerning David Hawkins & Larry Hawkins sewer located at Eagles Nest 594 E. Main Street, Zavalla, Texas David Hawkins spoke and said that he paid to have his sewer tap moved on August 27, 2021, he knew that it would be a month before the Water Department could get to move his sewer tap. He was fine with that. When the Water Department went to move the sewer tap on September 27, 2021, they broke a main water line and had to put off installing a new sewer tap. On October 21, 2021, Daryl informed David that he was going to have to hire a contractor to install the new sewer tap and the contractor could not get there until October 26, 2021 and the contractor would charge \$2400. David decided he would get his own contractor and he hired a contractor to install the new sewer tap on Saturday, October 23, 2021. David would like for the city to pay for the repair on the parking lot where the city dug to install the new sewer tap and to pay for the contractor that he hired. Doris Hawkins stated that she had a hard time finding a contractor to do the work for them, everyone kept stating they would have to go thru the city. Kim made the motion to table, Hulon second, motion passed.

Next order of business: Discuss and possibly approve repair and sediment removal on water tank located on Marshall. Hulon made the motion to move forward with US Underwater, Joy second, motion passed.

Next order of business; Discuss, update and possible approve Public Investment Resolution for 2021. Hulon made the motion to table, Pam second, motion passed.

Next order of business: Discuss hiring a Financial Advisor. Kim made the motion to table, Hulon second, motion passed.

Next order of business: Discuss and possibly approve Interlocal Agreement with Angelina County pertaining to EMT Service. Kim made the motion to change the 24 hours to 12 hours and then approve the Interlocal Agreement, Joy second, motion passed.

Next order of business: Discuss and possibly approve November 2021 bills. Stacey made the motion to pay the bills, Hulon second, motion carried.

Next order of business: Discuss and possibly approve October 12, 2021. No action was taken

STAFF REPORTS

Chief Chris Wade gave his monthly report. Chris stated the Police Department had to get the car fixed. Everything was under warranty except the brakes. Animal Control can't catch a male dog. They have tried. National Night was good. Haden went to school this week and it was free. Lane is in animal control school this week. If Lane passes the test, he will be certified. Hulon told Chris that the sewer lanes need to be mowed and to see if Lane would have time to do that. If you have to go through fences, call land owners. Mayor Guzman told Chris that he would like for Lane to wash the front of old City Hall.

Daryl stated that they had been patching roads. Kim told Daryl she had an issue about the water phone not working. Mayor Guzman asked Daryl how was the Sewer Plant doing. Daryl said good.

Next order of business: Kim asked to go into executive session under 551.074 Personnel Matters at 7:36p.m. and the Council reconvene at 7:56p.m.

Mayor Guzman adjourned the meeting



Carlos Guzman  
Mayor



Waunesa Herrington  
City Secretary



CITY OF ZAVALLA  
REGULAR SCHEDULED MEETING OF THE ZAVALLA COUNCIL  
DECEMBER 14, 2021

The Zavalla City Council met for a regular scheduled meeting on Tuesday, December 14, 2021 at 6:00 p.m. at 242 E. Main Street, Zavalla, Texas 75980.

Council present were Mayor Pro-Tem Kim Retherford, Hulon Miller, Pam Hooks, Joy Yarbrough and Stacey Marshall. Mayor Carlos Guzman was absent. Employees present were Chief Chris Wade, Christie Dilday, James Denby, Julie Alston and Waunesa Herrington. Guest present was Blake Thornton, Loyce Lawrence, Todd Kassaw, Doris Hawkins, Sue Morrell, David Hawkins, Larry Hawkinds, JP Hopkins, Amy Wright, Debbie Denby and Keith Wright.

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

J.P. Hopkins gave the invocation.

Council went into Executive Session at 6:02 under 551.074 of the Texas Government Code and reconvene at 6:11 p.m.

OPEN FORUM

Blake Thorton introduced himself and stated how he was running for County Commissioner Pct. 4 and told what he stood for and what he wanted to accomplish.

Todd Kassaw introduced himself and stated how he was running for District Judge #159 and told what his background was in law.

David Hawkins signed the open forum form, but he is on the agenda, so he didn't speak under open forum.

Keith Wright introduce himself and told how he was from Zavalla and that he was running for County Judge. He gave his background information and told what he stood for.

Chief Chris Wade gave the Zavalla Volunteer Fire Department Report, he said that with the Zavalla Volunteer Fire Department there was not much going on and that everything was going well. Then he asked to go into executive session at 6:26 p.m. under 551.074 under Texas Government Code and reconvene at 6:29p.m.

Next order of Business was: Discuss and possibly take action concerning David Hawkins & Larry Hawkins sewer located at Eagles Nest 594 E. Main Street, Zavalla, Texas 75980. The Council told David, that the city did have a copy of a sign application of where he had asked for a new sewer tap. Christie read a copy of the application that David Hawkins had signed. David read #5 on page 1 of the Rules and Regulation that all taps will be installed by a City Employee or the City's contractor. Kim stated the city did have a contractor scheduled to come Monday after the Saturday that David Hawkins hired his own contractor. They will have to go thru the City's Attorney. The city has an itemized list of what Hawkins owes the city for cutting

Next order of business; Discuss and possibly approve hiring a Grant Administrator for the coronavirus Local Fiscal Recovery Fund. Joy made the motion to hire Ray Vann & Ass., Hulon second, motion passed.

Next order of business; Open, discuss and possibly approve awarding the bid on the old water work truck and bed. Bids were Daniel Sonnier \$2000, T J Stanley \$1200, James Retherford \$601.00, Thomas \$1100.00, Randy Bolton \$1500.00, Ralph Irebarren \$2888.88, Jeremy Cheney \$1000.99, Jerry Wood \$15.00 and Angie Thompson \$1005.99. Pam made the motion for the bid on the work truck to go to Ralph Irebarren for \$2888.88, Joy second, motion passed.

Next order of business; Discuss and possibly take action to condemn property at the corner of Bryan Street and Hwy 2109 owned by Texas Rainy Day Fund. See if the City Council has the authority to condemn this property by Ordinance 39. Stacey asked if anyone had checked out the Texas Rainy Day Fund, she said she had and it was the State of Texas. Kim asked for a motion, no made a motion was made, this item died for lack of motion.

Next order of business; Discuss and approve October 12, 2021 minutes. Joy made the motion to accept, Pam second, motion passed.

Next order of business; Discuss and possibly approve November 9, 2021 minutes. Hulon made the motion to approve, Stacey second, motion passed.

Next order of business: Discuss and possibly approve December 2021 bills. Pam made the motion to pay the bills, Joy second, motion passed.

#### STAFF REPORTS

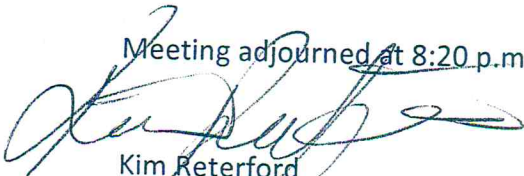
Christie said everything was good. Hulon asked about the elevated tank that needed to be fixed by the dead line of December 31, 2021. Waunesa said from she understood from talking with Daryl, all the paperwork was done, just waiting to hear back from the company that was going to work on the elevated tank.

Chief Wade gave his monthly report, he stated they gave out the light contest awards and that Lane had passed his animal control officer test.

Waunesa told that the Hazard Mitigation Grant Kick Off meeting would be January 4, 2022 and that we needed to be sure and not have quorum at that meeting. Aimee and Christie were going to school in Austin. That she was working on 2019 audits. Told the dates for people can start filing for the May 2022 election. Starts January 19 2022 to February 18 2022.

Went into executive session at 7:58 p.m. and reconvene at 8:20 p.m.

Meeting adjourned at 8:20 p.m.



Kim Retherford  
Mayor Pro Tem



Waunesa Herrington  
City Secretary