

**City of Archer City**  
**Special Called Meeting Minutes**  
**Tuesday, November 21, 2017, 7:00 P.M.**

The Mayor Pro Tem and City Council of the City of Archer City, met for a special called meeting on Tuesday, September 21November 21, 2017 at 7:00 p.m. in the City Council Chambers, 116 S. Sycamore, Archer City, Texas.

**Call to Order**

Mayor Kelvin Pro Tem Paula BradleyGreen called the meeting to order at 7:002 p.m. Mayor Pro Tem BradleyGreen led the Pledge of Allegiance for the United States and Texas flags,. Gregg Miller and Gregg Miller gave the invocation.

The following Council members were present for roll call:

Mayor	Kelvin Green	absent
Council Members	Paula Bradley	
	Zac Beck	
	Debra Haehn	
	Gregg Miller	
	Ben Tucker	

Staff present: City Manager – George Huffman, City Secretary - Kim Whitsitt

**Guests Present** – Joe Aulds, Chris Brandt, Judy Miller, Barbara Phillips, Kerry Maroney, Vicki Davis, Hannah Green, Marvin Holder, Darlene Benz, Ward Campbell,

**Public Comments**

None

**Consent Agenda**

Gregg Miller made the motion to approve the Consent Agenda. Paula Bradley seconded the motion. All members present voted “Aye”.

**Monthly Reports**

City Manager report: Ambulance, Police Department – George Huffman

City Secretary report: October Financial Report – Kim Whitsitt

ACGDC report – Paula Bradley

**OLD BUSINESS**

**Water Treatment Plant Construction Bid**

George Huffman and Kerry Maroney addressed Council concerning a bid opening on October 3, 2017 and stated four bids were received with the low bid received from MH Civil Constructors, Inc. for \$5,780,000. The recommendation was made to award the bid to M.H. Civil Constructors for \$5,780,000 modified by Change Order No. 1 in the amount of \$239,000 for an award total of \$5,541,000. Paula Bradley made the motion to award the bid to M.H. Civil Constructors for \$5,541,000. Debra Haehn seconded the motion. All members present voted “Aye”.

**Raw Water Supply Facilities Construction Bid**

George Huffman and Kerry Maroney addressed Council concerning a re-bid opening on November 9, 2017 and stated five bids were received with the low bid received from Bowles Construction Co. for \$1,139,950. The recommendation was made to accept the bid from Bowles Construction. Ben Tucker made the motion to award the bid to Bowles Construction for \$1,139,950. Gregg Miller seconded the motion. All members present voted “Aye”.

**NEW BUSINESS**

**ACGDC Program Administration**

Gregg Miller presented information reflecting overall expenditures and revenues since 2013 and noted salaries and operations had increased while funded projects had decreased. Discussion ensued concerning assisting existing businesses, promoting Archer City and establishing a Chamber of Commerce.

*Mayor Green passed the gavel to Mayor Pro Tem Paula Bradley*

**Visitor Center Landscaping Project**

George Huffman addressed Council concerning construction bids for the TXDOT landscaping project at the Visitor Center and stated one bid had been received from Mickey Mayo for \$84,800. Debra Haehn made the motion to award the construction bid to Mickey Mayo for \$84,800. Gregg Miller seconded the motion. All members present voted "Aye".

**Visitor Center Landscaping Project – Contractor Agreement**

Kim Whitsitt addressed Council concerning an agreement between the City and Mickey Mayo, Contractor for the landscaping project. Zac Beck made the motion to approve the Contractor Agreement with Mickey Mayo for the landscaping project. Ben Tucker seconded the motion. All members present voted "Aye".

*Mayor Pro Tem Paula Bradley passed the gavel back to Mayor Green.*

**Credit Card/Online Payments Convenience Fees**

Kim Whitsitt addressed Council concerning convenience fees for the processing of credit card and online payments and stated an estimated 3% fee would be assessed by the vendor for each payment. Kim recommended passing the fee onto the customer considering numerous options were already available to citizens such as monthly bank drafts, payment in person or by mail and the after-hours drop box. Zac Beck made the motion to pass the convenience fee on to the customer. Gregg Miller seconded the motion. All members present voted "Aye".

**Resolution 390 Retiree Policy for Water and Sewer Service**

Kim Whitsitt addressed Council concerning Resolution 390, which updates the retiree policy for water and sewer service. Debra Haehn made the motion to approve Resolution 390. Paula Bradley seconded the motion. All members present voted "Aye".

**Ordinance 335 Amending Article 3.06 Manufactured and Industrialized Buildings and Recreational Vehicles**

George Huffman addressed Council concerning Ordinance 335 and stated the revisions to Article 3.06 were recommended by City Attorney, Jay Cantrell. Gregg Miller made the motion to approve Ordinance 335. Zac Beck seconded the motion. All members present voted "Aye".

**Ambulance Director Salary**

George Huffman addressed Council concerning a recommendation from Ambulance Director, Pat Bryan to decrease his salary to allow for an increase in the salary of an EMT. George stated the recommended salary for the EMT would be equivalent to other EMT's with the same certification. The consensus of Council was that payroll had been budgeted for the year and the salary adjustment would not require additional funds. No action taken.

**2018 City Holiday Closing Schedule**

Kim Whitsitt addressed Council concerning approval of the 2018 Holiday Closing Schedule. Paula Bradley made the motion to approve the schedule. Ben Tucker seconded the motion. All members present voted "Aye".

**Social Media Use**

Zac Beck addressed Council concerning the use of social media by City employees and stated his concerns with some recent Facebook posts by City employees. The consensus of Council was that public information posts were acceptable; however, personal posts were not. No action taken.

**Adjournment**

There being no further business to come before the City Council, Ben Tucker moved to adjourn at 8:30 p.m. Gregg Miller seconded the motion. All members present voted "Aye".

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Kim Whitsitt, City Secretary  
Mayor

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Kelvin Green, Mayor  
Kelvin Green,