

REGULAR MEETING OF THE CITY COUNCIL, CITY OF SHALLOWATER, JULY 18, 2023 AT 7:00 P.M.  
WITH THE FOLLOWING MEMBERS PRESENT:

ROYKING POTTER

MAYOR

CITY SECRETARY

AMANDA CUMMINGS

CITY SECRETARY

WILL GRIFFIS (VIA CONFERENCE CALL)

CITY ATTORNEY

RUSSEL MOSES

CITY ADMINISTRATOR

ALDERMAN:

CHRIS CODY

JASON WHITE

TROY WHITE

**Others Present:** Ruben Ponce, Cory Buck, Marla Henson, Shawn Claunch, James Andrews, TJ McAuley, Nolan Henson, Charles Kieth

**Pledge Of Allegiance:** The meeting was opened at 7:04 p.m. by Mayor Potter.

**Invocation:** Invocation was offered by Mayor Pro Tem Chris Cody.

**Consider and Discuss Appointment of Municipal Court Judge TJ McAuley and Administration of Statement of Officer and Oath of Office:** Alderman J. White made the motion to appoint TJ McAuley to Municipal Court Judge. Alderman T. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent. Mayor Potter administered the Statement of Office and Oath of Office.

**Consider and Discuss Appointment of Mayor Pro Tem and Administration of Statement of Officer and Oath of Office:** Alderman J. White made the motion to appoint Chris Cody to Mayor Pro Tem. Alderman T. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent. Judge McAuley administered the Statement of Office and Oath of Office.

**Open Forum:** Mayor Potter opened open forum at 7:05 p.m.

### **Department Reports:**

**Fire Department:** Chief Buck asked if there were any questions on the report and there were none. He stated that July 4<sup>th</sup> was unusually slow in calls due to the rain we have had this year and high relative humidities during the week of July 4<sup>th</sup>. He stated that the department made

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five runs between July 4<sup>th</sup> and July 5<sup>th</sup>. He also stated that he had been working with Russel and Amanda on next year's budget.

**Emergency Management:** Chief Buck stated that Thomas Parker resigned and his position as Assistant Emergency Management Coordinator was filled by Jeremy Stewart.

**Municipal Court:** Judge McAuley stated that there are fourteen current cases, three truancy cases, one pre-trial, one pending trial which will take place in August, thirteen payment plans, eight deferrals, seven driver safety and ninety-three warrants.

**Police Department:** Assistant Chief Andrews presented the report. He stated the department had been fairly busy. Officer Andrews stated that they finished up the shooting case and presented it to the DA and no charges would be filed and the case will remain open until they receive the medical examiners official and final report. He stated that the two new officers were still going through their FTO. Officer Andrews stated that Chief Williams picked up the new police truck and has the striping scheduled. He asked if there were any questions and there were none.

**Code Enforcement:** Officer Claunch stated it had been a very busy month. He stated that there were twenty-one total code enforcement cases this month and he was able to close nineteen of those cases with only two cases remaining open. He stated that he is still working diligently to secure information on the property that he doesn't have contact information for. He had Nikki send a certified letter to the last known address and hasn't received anything back yet.

**Public Works:** Water drawn from our well field totaled 9,693,000 gallons; 87% of which was treated and distributed, totaling 8,505,000 gallons. Rejected wastewater from the Water Treatment Plant ended up at 1,135,000 gallons - only 13%. Water demand from the City of Lubbock came to 4,655,000 gallons, constituting 35.37% of our total water usage for the month. Wastewater flow for the month was 6,629,000 gallons, with an average flow of 221,000 gallons per day, putting us at 76% of system capacity for the month, down 5% from May. The major focus this month was the triennial TCEQ water system inspection, with the department's employees working non-stop to clean, organize, and prepare for one of their most critical times, and their efforts paid off. The city received only 5 minor violations, in comparison to the

average system's 10-15 violations. Work has already commenced on addressing those concerns, updating records and correcting the other issues. Additionally, Ruben and Charles met with Joe Aldridge from Veolia and visited the Water Treatment Plant in Wolfforth, who also run an EDR system (although much larger) in an effort to reestablish good relationships and communication between our two departments and gain insight into our water treatment system. One water tap was performed at 901 Ave E, and a sewer line repair was undertaken at 804 13th St. Preparation for planting was done at the Sewer Plant farm, the Splash Pad at Young City Park was repaired, and the issue presented at May's Council meeting was addressed by blading the alley behind the 1300 block of 5th St, clearing the built-up debris in the dead-end alley of Ave N, and developing a better drainage ability for that same dead-end. Work will continue on levelling and grading that alley to allow for proper drainage into the bar ditch. Public Works employees continue to work on grounds upkeep citywide, pothole repairs, and mowing/ shredding along with continuing their education and intensive record keeping overhaul.

**Consider And Discuss Water and Sewer Updates and Engineering Report-**

**Leonard Nail, Parkhill:** Parkhill was unable to attend and sent an electronic report. There were no questions.

**Consider and Discuss Purchase of Wylie Sprayer:** Mayor Potter stated that he is wanting to purchase a Wylie Sprayer to maintain the alleys and the city farm. He also stated that Charles Kieth is taking the test to be licensed to do the application. Alderman T. White made the motion to purchase a Wylie Sprayer with approval of spending up to \$10,000. Alderman Cody made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider and Discuss Purchase of Public Works Truck:** Alderman J. White made the motion to purchase a truck for the public works department. Alderman Cody made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider and Discuss CIP (Clean In Place) Pump at the Water Treatment Plant:** Alderman T. White made the motion to purchase a new pump that will be more cost effective with the stipulation that Parkhill approves of the pump that will be purchased. Alderman Cody made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider and Discuss Street Repair on 5<sup>th</sup> Street Between Avenue S and Avenue**

**T:** Ruben stated that this area has been a problem for a while. He stated that the road is not rated for the kind of weight that all of the trucks that are serving the new development. Russel stated that we have fixed that area multiple times when it was smaller but with the weight of those trucks, it just keeps getting worse. Ruben provided pictures to the council to review the area. He presented bids to the council to review as well. Alderman J. White mad the motion to accept the bid from WA Paving for \$5,656.30 because it was the only bid that included base compaction. Alderman T. White made the second. Motion carries with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider and Discuss Septic System Authorization for the Church of Christ:**

Alderman T. White made the motion to table this item for future discussion. Alderman J. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider and Discuss Happy State Bank Loan Payoff:** Amanda Cummings requested to pay of the note at Happy State Bank and explained that the interest rate increased from 4.5% to 8% and the city could save almost the amount owed in interest by paying it off now. Alderman Cody made the motion to pay off the loan at Happy State Bank. Alderman J. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

The council went into executive session to discuss the following items under section 551.071 of the government code regarding consultation with city attorney at 7:49 p.m.

The Council reconvened in regular session at 7:59 p.m.

**Consider and Discuss New Potential Water Source:** Alderman T. White made the motion to authorize Mayor Royking Potter to gather additional information on the new potential water source. Alderman J. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider Minutes of Previous Meeting:** Alderman Cody made the motion to approve the minutes as presented. Alderman J. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

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**Consider Financial Report:** Alderman Cody made the motion to approve the financial report. Alderman J. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

**Consider Bills Payable:** Alderman J. White made the motion to approve the bills payable. Alderman T. White made the second. Motion carried with three in favor and Alderman Yeager and Alderman Scarlett absent.

There being no further business, meeting was adjourned at 8:03 p.m.

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Amanda Cummings, City Secretary

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Royking Potter, Mayor