



CITY OF WINTERS, TEXAS  
310 S. MAIN ST. WINTERS, TX  
**REGULAR MEETING MINUTES**

August 28, 2023, 6:00 p.m.

**Call meeting to order.** Mayor Mark Burkhart called the meeting to order at 6:06 p.m. and a quorum was established. In attendance were Mayor Burkhart, Attorney Ken Slimp, Alderwoman Ursula Estrada, Alderwoman Zan Jamieson, Alderwoman Ida Rodriguez, Alderman Mike Neal, and Alderman Jimmy Butler.

**Pledge of Allegiance -US and Texas Flag**

**Agenda Item 1. Community Input.** Ms. Linda Huckaby presented the Council with a “Thank You” letter for the new air conditioner installed at the Activity Center.

**Agenda Item 2. Approval of Minutes** from July 31,2023 and August 14,2023. Alderwoman Ursula Estrada made a motion to approve the minutes from July 31,2023 and August 14,2023. Alderman Jimmy Butler seconded the motion, all in favor. Motion carried. Ayes 5, Noes 0.

**Agenda Item 3. Department Reports:**

\*City Secretary: Sheila Lincoln

\* Atmos Rider GCR -Rate Filing for July 2023. No discussion.

\* General Election Status. The Notice of Drawing for Place on the Ballot was held on Tuesday, August 29,2023 at 9:00 a.m. at City Hall. Mayor Burkhart did the drawing for Place 1. Zan Jamieson’s name was drawn first and Wesley Hagle’s name second; there were no other names submitted for a place on the ballot for Place 1. Place 3 is unopposed as is the seat for Mayor.

\* Water Department: Supervisor, Michael Blackshear.

A. Water Usage- see report.

B. Sewer Status

C. Projects, New/ Ongoing. -Report from TCEQ regarding Elm Creek Dam. Michael Blackshear stated that TCEQ will be doing an inspection of the Elm Creek Dam in the near future.

\*Street Department: Supervisor, David Lara.

A. Projects – upcoming Seal Coating, David stated the Seal Coating project will begin upon approval of the Street Improvement Agreement with Runnels County.

**\*Police Department: Chief Paula Geyer. Chief Geyer stated that she swore in a new officer earlier today. Current officers will continue to work 24-hour shifts until October.**

**A. Statistics**

**\*Code Enforcement: Bobby Sanders. Mr. Sanders went over the stats for the month stating he sent out forty (40) certified letters and one regular.**

**A. Animal Control**

**B. Citation Statistics- 1 citation.**

**\*City Judge: Greg Nichols. Mr. Nichols was not present at the meeting.**

**A. Citation Statistics.**

**\*Airport Manager: Richard Humphrey. Mr. Humphrey was not present at the meeting.**

**A. Projects**

**B. Events**

**Agenda Item 4. Approval of Bills.** Alderwoman Zan Jamieson made a motion to approve the bills. Alderwoman Ida Rodriguez seconded the motion, all in favor. Motion carried. Ayes 5, Noes 0.

**Agenda Item 5. Council's Report:**

**A. Mission, Vision, and Goal Setting.** The city has received three (3) applications for the position of City Administrator. Alderman Jimmy Butler and Alderwoman Ursula Estrada will be the vetting committee. Alderman Jimmy Butler asked about the status of the new banners which are around 6 weeks out.

**Agenda Item 6. Old Business:**

**A. Consider and take possible action to approve Sewer Rate Increase amount.** At the last budget meeting it was decided to choose Option 2 which is a base charge plus a percentage. Alderman Mike Neal made a motion to raise the city's sewer rate to a \$28.00 base rate for usage up to 5,000 gallons, plus \$1.65/1,000 for usage over 5,000 gallons up to 20,000 gallons.

The council was asked what the current sewer rate was to which the answer is \$16 flat rate, the return comment was that it will be a big jump to \$28 plus. Mr. Neal replied that after research, the city of Winters falls at the very low average for a city our size and has been there for a long time and states that the average is \$35.67. He states further that he understands the view and he struggles with the increase as he will be paying it too but with the increase in costs across the board that the city incurs including chemicals and repairs to the Water Plant alone, it is necessary. He believes to increase it to the average would be too painful for the citizens of our city. Alderman Jimmy Butler stated that the max charged would be \$52.75.

Alderwoman Ursula Estrada seconded the motion to approve the sewer rate increase, all in favor. Motion carried. Ayes 5, Noes 0.

**Agenda Item 7. New Business:**

- A. Presentation of award presented by Fire Chief Mark Bridgman and Officer Clay Bradshaw to Michael Blackshear for dedication and appreciation of service to the Winters Volunteer Fire Department.** Fire Chief Mark Bridgman and Officer Clay Bradshaw presented Michael Blackshear with a plaque recognizing him for his dedication and service to the Winters Volunteer Fire Department.
- B. Consider and take possible action to approve the Recommendation of Award, American Rescue Plan Act (ARPA) No. 1690- Pump Station Improvements Project presented by Sage Diller of e-HT.** Sage Diller with e-HT presented the Recommendations of Award, ARPA No. 1690-Pump Station Improvements Project along with the Bid Tabulation and the Ranking and Scoring of received bids. There were a total of four (4) bids received which varied from a base bid of \$135,000 up to \$300,000; a Phase II and an Add Alt Bids with included all the work at the High Service Pump Station. E-HT evaluated the bids and has previous experience with the low bidder with the highest-ranking proposal being Dowtech Specialty Contractors whose base bid came in at \$299,450.00 with the Additive Alternate being \$333,490 for a total amount of \$632,940 to complete the entire project. The challenge would be with the remaining ARPA funds available being the amount of \$419,000 which would be enough to award the base bid A & B but not the complete project unless the city wants to use local funds to do it. Mr. Diller added that there is approximately \$47,000 in funds available from the Texas Water Development Board which the city has permission to use which would offset some of the local funds which would be needed from the city. The consideration is; does the city want to allocate the local funds to award the complete project or just the base bid; the difference would be \$164,674 to be paid by the city. It is the recommendation of e-HT to award the contract to Dowtech Specialty Contractors at a minimum, the Base Bid and consideration for the city to add Alternate A. Mr. Diller opened the floor for questions; Alderman Mike Neal asked if it was required to add the Alternative at a later time would it cost the city more to which Mr. Diller stated that he had talked to the contractor about this and was told if it were done down the road there would be no way it would be done cheaper. With electrical and labor costs rising Mr. Diller does not believe it would be any cheaper at a later date. Alderman Jimmy Butler asked if the \$419,000 was already received by the city to which the answer was yes. Alderman Butler asked for clarification of what the Alternative included versus the Base Bid. Mr. Diller explained that the Base Proposal Phase I & II includes the work at the Raw Water Pump Station, replacing motors, installing VFD's and doing SCADA improvements. The Additive Alternate A work at the High Service Pump Station at the Water Treatment Plant which delivers water to the towers which includes motor replacement, pump replacement, upgrade electrical and SCADA. Alderman Butler asked how the system would stand after improvements if the money was spent, Mr. Diller answered that it was difficult to say because there were other variables that needed to be looked at but the Raw Water Pump Station would be in great condition after these improvements as well as the High Service Pump Station but there are other things in the system that needs to be addressed at the Water Treatment Plant including maintenance on the towers and things such as that. Mr. Diller does believe that these are necessary

improvements, especially with some of the challenges the city has faced with the motors going in and out, some of which he attributes to the older style electrical that is currently installed. Alderman Neal inquired about the time frame for the project; Mr. Diller stated since the city has the money the contract execution would be quick, parts and pieces would depend on vendors stating that the VFD's are currently what are taking the longest to get. He does not expect the project to be complete in less than three hundred (300) days. Alderman Neal stated that his thought is that the cost of the \$164,000 could be absorbed into the budget, Alderwoman Zan Jamieson agreed and stated that it would be more costly to piece-meal the job. Alderman Mike Neal made a motion to award the project to Dowtech Specialty Contractors for the Base Bid and the Alternative Add. In the amount of \$632,940. Alderwoman Ida Rodriguez seconded the motion, all in favor. Motion carried. Ayes 5, Noes 0.

- C. Consider and take possible action to approve costs for new water lines on Willis St. from Michael Blackshear.** Michael Blackshear addressed the council explaining that the closest main for the new houses coming to this section of town is at the corner of Willis St and Rogers, which is about seven hundred fifty feet of line that would need to be ran.

Mr. Blackshear stated that he anticipates the project would come in under the requested amount. Alderman Mike Neal made a motion to approve the purchase of materials for the water line not to exceed \$5,000. Alderwoman Zan Jamieson seconded the motion, all in favor. Motion carried. Ayes 5, Noes 0.

- D. Consider and take possible action to approve the Runnels County Street Improvement Agreement.** Alderman Mike Neal made a motion to approve the Runnels County Street Improvement Agreement. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried. Ayes 5, Noes 0.

- E. Consider and take possible action to approve the Dispatch Services Agreement with Runnels County.** Alderman Jimmy Butler made a motion to approve the Dispatch Services Agreement with Runnels County, Alderwoman Ida Rodriguez seconded the motion. All in favor, motion carried. Ayes 5, Noes 0.

- F. Consider and take possible action to approve Ordinance 2023-04 to adopt the 2023-2024 Budget.** Alderman Mike Neal made a motion to approve the Ordinance 2023-04 to adopt the 2023-2024 Budget. Alderwoman Ida Rodriguez seconded the motion. The Roll Call Vote was as follows:

Alderman Jimmy Butler: FOR

Alderwoman Zan Jamieson: FOR

Alderman Mike Neal: FOR

Alderwoman Ida Rodriguez: FOR

Alderwoman Ursula Estrada: FOR

All in favor, motion carried. Ayes 5, Noes 0.

Alderman Butler made a note that the budget that was just passed did not include the \$164,647 for the Raw Water Pump Improvement which was earlier passed and would need to be amended.

- G. Consider and take possible action to approve Ordinance 2023-05 to adopt the 2023 Tax Rate.** Alderman Mike Neal made a motion to approve Ordinance 2023-05 adopt the

2023 Tax Rate at \$0.664360. Alderwoman Zan Jamieson seconded the motion. The Roll Call Vote was as follows:

Alderman Jimmy Butler: FOR

Alderwoman Zan Jamieson: FOR

Alderman Mike Neal: FOR

Alderwoman Ida Rodriguez: FOR

Alderwoman Ursula Estrada: FOR


All in favor, motion carried. Ayes 5, Noes 0.

**H. Agenda Item 8. Adjourn.** Alderwoman Ursula Estrada made a motion to adjourn the meeting, Alderman Mike Neal seconded the motion. All in favor, motion carried. The meeting was adjourned at 6:44 p.m. Ayes 5, Noes 0.

ATTEST:



Mark Burkhart, Mayor



Sheila Lincoln, City Secretary

