

HEWITT TEXAS

CITY COUNCIL REGULAR MEETING

March 06, 2023 at 7:00 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

AGENDA

Steve Fortenberry, Mayor, Ward 3

Michael S. Bancale, Mayor Pro Tem, At-Large – **Vacant**, Council Member, Ward 1

Johnny Stephens, Council Member, Ward 1 – **Johnny Price**, Council Member, Ward 2

Bob Potter, Council Member, Ward 2 – **Erica Bruce**, Council Member, Ward 3

The meeting will be streamed live on the city's website at www.cityofhewitt.com/790/Hewitt-TX-TV.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. [Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.]

REGULAR AGENDA ITEMS

1. Approve minutes of the City Council Special Meeting of February 21, 2023.
2. Presentation of the report from City Engineer Miles Whitney, P.E.
 - Update on pending utility projects.
 - Update on pending street projects.
 - Update on pending drainage projects.
3. Discussion and possible action on SAFER Grant application.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board located in front of City Hall on March 01, 2023, by 5:00 PM.

CITY OF HEWITT

Lydia Lopez, TRMC/CMC
City Secretary

In compliance with the American with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in City Council meetings. The facility is wheelchair accessible, with handicap parking available at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 6, 2023

AGENDA ITEM #: 1

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approve minutes of the City Council Special Meeting of February 21, 2023.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a draft copy of the meeting minutes. Please review and advise if any corrections are needed.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

I move approval of the minutes as presented but to allow for corrections.

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

CITY COUNCIL SPECIAL MEETING

February 21, 2023 at 7:00 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

MINUTES

Steve Fortenberry, Mayor, Ward 3

Michael S. Bancale, Mayor Pro Tem, At-Large – **Vacant**, Council Member, Ward 1

Johnny Stephens, Council Member, Ward 1 – **Johnny Price**, Council Member, Ward 2

Bob Potter, Council Member, Ward 2 – **Erica Bruce**, Council Member, Ward 3

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Fortenberry called the Regular Meeting to order at 7:00 PM, announced all members were present, and declared a quorum.

PLEDGE OF ALLEGIANCE

Mayor Fortenberry led the Pledge of Allegiance.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. [Note: Members of the public who wish to speak must complete a “Public Comment Form” and present it to the City Secretary before the meeting.]

Mayor Fortenberry read the statement above and inquired if the City Secretary received any public comment forms. The City Secretary received no public comment forms.

PUBLIC HEARINGS AND RELATED ACTION

1. PUBLIC HEARING ON STORMWATER MITIGATION AS REQUIRED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ).

City Manager Bo Thomas stated that TCEQ requires this annual public hearing to allow residents to speak about drainage and stormwater issues. Mayor Fortenberry opened the hearing at 7:02 PM and called for those wishing to speak. No one appeared. The public hearing was closed at 7:03 PM.

REGULAR AGENDA ITEMS

2. APPROVE MINUTES OF THE CITY COUNCIL REGULAR MEETING OF FEBRUARY 06, 2023.

MOTION: Council Member Erica Bruce moved approval of the minutes as presented but to allow for corrections.

SECOND: Council Member Bob Potter

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

3. BRIEFING AND DISCUSSION CONCERNING FINANCIAL STATEMENTS ENDING JANUARY 31, 2023.

City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the January Financial Statements electronically for the Council to review and inquired if Council had any questions. Council raised no questions or concerns.

4. DISCUSSION AND UPDATE OF THE 2023 TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AUDIT.

Utilities Director Kevin Reinke presented a brief update on the audit that resulted in no violations.

5. DISCUSSION AND POSSIBLE ACTION ON BRUSH TRUCK SKID UNIT REPLACEMENT AND UPFITTING.

Fire Chief Jonathan Christian presented the request to use Texas Intrastate Fire Mutual Aid System (TIFMAS) funds to replace the skid unit and upfit new storage and toolboxes for additional storage.

MOTION: Mayor Pro Tem Michael Bancale moved to approve the use of TIFMAS funds to purchase skid unit, (pump and tank), along with additional wildland firefighting equipment and associated modifications.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

ADJOURNMENT

MOTION: Council Member Erica Bruce moved to adjourn the Regular meeting at 7:12 PM.

SECOND: Council Member Bob Potter

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 6, 2023

AGENDA ITEM #: 2

SUBMITTED BY: Miles Whitney, P.E.

ITEM DESCRIPTION:

Presentation of the report from City Engineer Miles Whitney, P.E.

- Update on pending utility projects.
- Update on pending street projects.
- Update on pending drainage projects.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City Engineer will present and respond to any questions regarding the Engineer's Report.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

Report

HEWITT TEXAS

CITY ENGINEER'S REPORT

February 28, 2023

Utility Projects

Chaparral, Crescent, and Will Boleman

No new update.

Commerce Park Plant Improvements


- Well
Revised reports have been sent to STGCD for their review and consideration to amend the existing permit withdrawal location. Updates from STGCD state that our request is to be on their agenda in March.
- Plant
 - Geotechnical bores have been performed.

Street/Transportation Projects

Chaparral, Crescent, and Will Boleman

Studying drainage alternatives for a portion of the project. Geotech reports are to be prepared shortly.

Drainage Projects

N/A
By: 

Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 6, 2023

AGENDA ITEM #: 3

SUBMITTED BY: Jonathan Christian, Fire Chief

ITEM DESCRIPTION:

Discussion and possible action on SAFER (Staffing for Adequate Fire and Emergency Response) Grant application.

STAFF RECOMMENDATION/ITEM SUMMARY:

The SAFER (Staffing for Adequate Fire and Emergency Response) Grant is a grant that is designed to help the department meet its staffing needs and is aimed at meeting the NFPA 1710 standards. The grant would fund the salary of the awarded personnel for three years at 100% for those three years. This grant would allow us to take the first steps to increase staffing and work towards the NFPA 1710 standards.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

I move approval to authorize the Fire Department to submit a grant application for the SAFER Grant through the U.S. Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA).

ATTACHMENTS:

SAFER Fact Sheet

Staffing for Adequate Fire and Emergency Response Program

Overview of the FY 2022 SAFER Grant Program:

This grant application will be submitted requesting six (6) new hire personnel.

The grant would cover three (3) years of the salary and benefits cost for six (6) positions at the current rate.

After three years, the cost would revert to the city in FY 26-27 Budget.

The grants will not be awarded until late September 2023.

This grant will be a step in the process of moving forward to meet response and staffing needs.

Purpose of the Safer Grant:

The purpose of the SAFER Program is to award grants directly to eligible fire departments and to assist local fire departments with staffing and deployment capabilities for response to emergencies. Using a competitive process that is informed by fire service subject-matter experts, grants are awarded to applicants whose requests best address the priorities of the SAFER Program. The SAFER Program priorities focus on improving the department's abilities to meet National Fire Protection Association (NFPA) standards more closely regarding the ability to assemble an appropriate number of firefighting personnel at an emergency scene in a timely manner. The NFPA 1720 outlines the need for 16 personnel in your first alarm assignment on scene within eight (8) minutes and your first arriving crew with firefighting capabilities on scene under four (4) minutes.

Application Process and Evaluation Criteria:

SAFER Program applications are reviewed through a multi-phase process. All complete and eligible applications are electronically pre-scored and ranked based on the substance of the application relative to the established funding priorities. Applications will then undergo further evaluation by a peer review panel, comprised of individuals from the fire service and volunteer firefighter interest organizations. A minimum of three peer review panelists evaluates the applications using the narrative statement, answers to general questions, and answers to activity-specific questions. Each application is judged on its merits against established criteria and is not compared to other applications. Applications most consistent with the established SAFER Program funding priorities that score the highest and are determined to be in the "competitive range" will undergo a Technical Review by the FEMA Program Office, which will assess the request with respect to costs, quantities, feasibility, eligibility, and recipient responsibility.