

**SPECIAL MEETING
CITY OF KARNES CITY
APRIL 11, 2017**

**STATE OF TEXAS)
COUNTY OF KARNES)
CITY OF KARNES CITY)**

On this 11th day of April 2017, the City Council of the City of Karnes City, Texas convened in a **Special Meeting** at 6:00 P.M. in the City Hall with the following members answering to "Roll Call":

Mayor: Leroy T. Skloss
Mayor – Pro-Tem: Jimmy D. Loya, Sr.
Councilmembers: Lillian Lyssy, Helen Hernandez,
Sherry Sommer and Raymond Robinson

Councilmembers absent:

Others present were Interim City Manager (CM) Ken Roberts, City Secretary (CS) Veronica Butler, Accounting Administrator Haylee Sowell, Director of Public Works (DPW) Fernando Rios, Chief of Police Roel Salas, Eloy Rodriguez, Gus Hernandez, Terry Gawlik, and Diana Nunez.

CONSIDER AND ACT UPON:

(4) Discussion/Possible Action on the Revised Job Description of the City Manager – Interim CM Roberts informed the Council that he went through the old job description and took out some stuff and has created a draft job description for review.

Councilmember Hernandez stated the only question she had is on the budget, it shows the CM is to prepare the annual budget for the City, is that correct or will the Finance person do that. Interim CM Roberts informed Councilmember Hernandez that every CM should have an input in preparing the budget. Councilmember Loya stated he would like to see CM conduct periodic internal audits. After further discussion a motion was made by Councilmember Sommer and seconded by Councilmember Lyssy to approve the revised job description for the City Manager's position as presented. The vote was 5-0 in favor and the motion was declared unanimously passed.

(5) Discussion/Possible Action on the elimination of the Assistant City Manager's Position – Mayor Skloss stated the position was created several months ago when we were trying to bring someone in with the thought process of that person being the next City Manager. After further discussion a motion was made by Councilmember Loya and seconded by Councilmember Hernandez to remove the position of Assistant City Manager. The vote was 5-0 in favor and the motion was declared unanimously passed.

(6) Discussion/Possible Action on an Amendment to Ordinance Number 55-10, to allow burning within the City for training by the Volunteer Fire Department – Interim CM Roberts stated we talked about the idea of amending the ordinance, upon further review we found that TCEQ already has an exception for training and open burning within the City, we have received those documents and the Fire Chief will submit for approval to TCEQ. He stated there is no amendment or action needed by Council. No action taken.

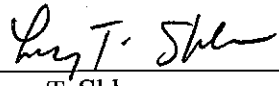
(7) Discussion/Possible Action on the sewer connection at the Nunez residence at 317 N Butler – DPW Rios stated the problem is in the man hole and it's underneath the fence, trees and portable buildings on the property, the man holes are disintegrating. What we have done the last couple of months is jet it on Fridays just to help prevent it from happening. DPW Rios informed the Council that 3 or 4 years ago when water came up and damaged floors in the home, the City installed a backwater valve to keep it from coming into the house, it doesn't eliminate their sewer back up problems but it prevents the back up into the house. We are unable to run a camera in there without losing it due to broken clay. DPW Rios spoke with the contractor that was working at the Park and he went out there and took different measurements. The sewer line from the Nunez residence comes straight out the back and hits a 6 or 8 inch plastic line that goes straight into the man hole that line in question goes to the area across the street, so that means the whole entire line will need to be replaced. Replacing that line will require removing trees, the fence on the Gamboa property and some portable buildings on each property, the line is 7-8 feet down. Interim CM Roberts recommended to bring this item back on the 25th, the bid received is for labor only; we need to table this and come back with better prices. DPW Rios stated leaving the Nunez line alone there will be no expense to them, the problem is in the main and not in their line. Mayor Skloss stated with CM Roberts recommendation let's wait the 2 weeks and get some options and a prices together. No action taken.

(8) Discussion/Possible Action on awarding the contract for advertisement and recruitment of a permanent City Manager for Karnes City – Interim CM Roberts stated in talking with Texas First Group, this will be a total turnkey operation; they will do the advertising and collection of applicants. According to the estimate they sent, they estimate this process to take 85 days, I think we can do it in 60 days. Councilmember Robinson stated the number of selected individuals in this document is 5, do we necessarily need to go with 5 and will the amount of \$1200 for professional services be reduced if it was less than 5 people. Interim CM Roberts informed Councilmember Robinson that the fee is flat fee weather is 1 or all. After further discussion a motion was made by Councilmember Sommer and seconded by Councilmember Lyssy to award the contract to Texas First Group to recruit, advertise, refer and complete background investigations for a permanent City Manager in the amount not to exceed \$2,850

(9) Discussion/Possible Action on awarding a contract to Texas First to facilitate and conduct two (2) Strategic Planning Workshops to the Mayor, Council and senior City Staff - Interim CM Roberts stated this is something the Mayor brought up earlier and I think it's essential when you bring a new person in here that you give them a guide to go by. This will be 2 different sessions approx. 2-4 weeks apart; the 1st one is to receive ideas, then the 2nd one the Council will prioritize in which order they would like the plans. After further discussion a motion was made by Councilmember Lyssy and seconded by Councilmember Hernandez to award the contract to Texas First Group to facilitate and conduct two (2) Strategic Planning Workshops to the Mayor, Council and Senior Staff in the amount of \$4000. The vote was 5-0 in favor and the motion was declared unanimously passed.


(10) Adjournment: There being no further discussion, a motion was made by Councilmember Lyssy and seconded by Councilmember Loya to adjourn the

meeting. The vote was 5-0 in favor and the motion was declared unanimously passed.



Leroy T. Skloss
Mayor

ATTEST:



Veronica Butler
City Secretary

