

A regular meeting of the Groves City Council was held July 31, 2023 in the Groves City Council Chamber with Mayor Chris Borne, Mayor Pro Tem Mark McAdams, Councilmember Rob Vensel, Councilmember Rhonda Dugas, and Councilmember Paul Oliver in attendance. Mayor Borne called the meeting to order and welcomed the attendees. The prayer and pledge of allegiance was then held by the local VFW.

**APPROVE THE MINUTES OF THE JULY 17, 2023 CITY COUNCIL MEETING AND THE JULY 26, 2023 SPECIAL MEETING:** Mayor Pro Tem McAdams moved to approve the minutes of the July 17, 2023 City Council meeting and the July 26, 2023 Special Meeting as written. Councilmember Paul Oliver seconded. Mayor Borne asked for discussion and there was none. Motion passed unanimously.

Mayor Borne then called for reports. Finance Director Lamar Ozley stated that he was going to present the no-new-revenue tax rate and the voter-approval rate of the City of Groves from the County Tax Assessor/Collector's Office but he has not received it yet. Mr. Ozley then distributed the Budget Calendar to Council and explained that these dates could possibly change due to not receiving the no-new-revenue tax rate and voter-approval rate from the County as of yet. Mr. Ozley then stated that as long as we get it within the next week then the City Manager can still submit the Budget to the City Clerk so we can be in compliance with the truth and taxation. Mr. Ozley explained to Council that the budget we will be presenting shortly will be compliance reasons with the City Charter and other than the cover page it will basically be the same document. The cover page will change depending on the numbers we get from the County.

The next report was from the Local VFW on Iraqi Freedom. There were no further reports. Mayor Borne then asked for citizen comments and there were none.

**CITY MANAGER DELIVERS BUDGET TO CITY CLERK:** Interim City Manager Lance Billeaud presented the City Manager Estimated Budget for the FY 2023-2024 to the City Clerk and Council. Mr. Billeaud informed Council that on the front is a memo dictating all of the changes that were made to reflect the budget Work Sessions. Mr. Billeaud also stated that the official draft that will be presented to the City Secretary won't be any different, it will just have a cover page to reflect the numbers given to us by the County when received. City Manager Billeaud then informed Council if they have any questions feel free to email him or come by the office.

**CONSIDER APPROVAL TO HOLD A PUBLIC HEARING AT GROVES CITY HALL FOR THE PURPOSE TO REVIEW THE CITY OF GROVES' PROPOSED FY 2023-2024 APPROPRIATION ORDINANCE:** Councilmember Rob Vensel made a motion

to consider approval to hold a Public Hearing at Groves City Hall for the purpose to review the City of Groves' proposed FY 2023-2024 Appropriation Ordinance and Mayor Pro Tem McAdams seconded. Finance Director Lamar Ozley stated that staff is recommending August 14, 2023 directly following the regularly scheduled City Council Meeting. Councilmember Vensel amended his motion to include the date of August 14, 2023 directly following the regularly scheduled City Council Meeting and Mayor Pro Tem McAdams seconded. There were no further questions and the motion passed unanimously.

CONSIDER APPROVAL TO HOLD A PUBLIC HEARING AT GROVES CITY HALL FOR THE PURPOSE TO REVIEW THE CITY OF GROVES' PROPOSED FY 2023-2024 BUDGET: Mayor Pro Tem McAdams made a motion to consider approval to hold a Public Hearing at Groves City Hall for the purpose to review the City of Groves' proposed FY 2023-2024 Budget and Councilmember Vensel seconded. Mayor Pro Tem McAdams amended his previous motion to include the date of August 28, 2023 directly following the regularly scheduled City Council Meeting and Councilmember Vensel seconded. There were no questions and the motion passed unanimously.

DISCUSS AND TAKE VOTE ON SETTING A WORK SESSION FOR THE FYE 2023-2024 BUDGET: Councilmember Vensel made a motion to discuss and take vote on setting a Work Session for the FYE 2023-2024 Budget and Councilmember Dugas seconded. Council agreed to have the Work Session on August 8, 2023 at 5:00 p.m. Councilmember Vensel amended his previous motion to include the date of August 8, 2023 at 5:00 p.m. and Councilmember Dugas seconded. There were no further questions and the motion passed unanimously.

DISCUSS AND APPROVE THE CITY OF GROVES TO ENTER INTO A CONTRACT WITH EPIC ENGINEERS TO DEVELOP, DESIGN, INSTALL AND PROVIDE TRAINING FOR NEEDED SCADA UPGRADES TO THE CITY OF GROVES WATER AND WASTEWATER TREATMENT FACILITIES: Councilmember Vensel made a motion to discuss and approve the City of Groves to enter into a contract with Epic Engineers to develop, design, install and provide training for needed SCADA upgrades to the City of Groves Water and Wastewater Treatment Facilities and Mayor Pro Tem McAdams seconded. Interim City Manager Lance Billeaud informed Council that Public Works Director Troy Foxworth was here to answer any questions. Mr. Foxworth stated that this is the SCADA System that we have talked about in previous meetings and that this would be to update the computer system that upgrades the Water and Wastewater Plant. Public Works Director Troy Foxworth

then introduce Aaran from Epic Engineers. Councilmember Oliver asked about the plans for the headworks and Mr. Foxworth stated that Soutex is working on those now. Councilmember Oliver then asked how can we put a new SCADA System in when we don't know what equipment we will have for it to run? Aaran from Epic Engineers informed Council that the new SCADA System will have plenty of space to update any changes in equipment. Mr. Foxworth reminded Council that the SCADA runs both plants and the Water Plant is suffering also. Mayor Borne then asked what the timeline would be from start to finish and Aaran from Epic Engineers stated that the biggest issue now is logistics for parts and if he started ordering today it would be about 30 weeks before everything came in. Interim City Manger Lance Billeaud reminded Council that we have about 1.6 million in the CLFRF Grant and we feel that both projects from Soutex and Epic Engineers will be able to be completed with the remaining funds. There were no further questions and the motion passed unanimously.

CONSIDER APPROVAL OF AN ORDER CALLING FOR A GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023 FOR THE PURPOSE OF ELECTING A COUNCILMEMBER FOR WARD NO. 1 AND A COUNCILMEMBER FOR WARD NO. 3: Councilmember Dugas made a motion to consider approval of an Order calling for a General Election to be held on November 7, 2023 for the purpose of electing a Councilmember for Ward No.1 and a Councilmember for Ward No. 3 and Councilmember Vensel seconded. There were no questions and the motion passed unanimously.

NOTICE OF A GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023 IN THE CITY OF GROVES: No motion is required for this item. Mayor Borne then read the Notice of the General Election to be held on November 7, 2023 in the City of Groves.

CONSIDER APPROVAL OF AN ELECTION SERVICES CONTRACT BETWEEN JEFFERSON COUNTY AND THE CITY OF GROVES: Councilmember Vensel made a motion to consider approval of an Election Services Contract between Jefferson County and the City of Groves and Councilmember Dugas seconded. Mayor Borne asked City Clerk Clarissa Thibodeaux if there is any indication of how much this Election will cost and she responded there is no indication but hopefully less than last year. There were no further questions and the motion passed unanimously.

CONSIDER APPROVAL OF ORDINANCE 2023-11 CALLING FOR A GENERAL ELECTION TO BE HELD ON NOVEMBER 7, 2023 FOR THE PURPOSE OF

ELECTING A COUNCILMEMBER FOR WARD NO. 1 AND A COUNCILMEMBER FOR WARD NO. 3: Mayor Pro Tem McAdams made a motion to consider approval of Ordinance 2023-11 calling for a General Election to be held on November 7, 2023 for the purpose of electing a Councilmember for Ward No. 1 and a Councilmember for Ward No. 3. Councilmember Vensel seconded. City Attorney Brandon P. Monk then read the caption as follows "An Ordinance calling an Election, in accordance with the Order of the City Council, to be held within the City of Groves on the 7<sup>th</sup> day of November, 2023, for the purpose of electing a Councilmember in Ward No. 1 for a two-year term and a Councilmember in Ward No. 3 for a two-year term; fixing the hours thereof; declaring the qualifications of candidates; providing means by which candidates may secure a place upon the ballot; declaring the qualifications of electors; providing terms of offices; providing for the adoption and incorporation of an Election Services Agreement between Jefferson County, Texas and the City of Groves providing for a Joint Election, establishing polling places and providing for the appointment of Election Officials; providing for publication and posting of notices; providing for posting a list of candidates; providing for preparation of ballots and expenses of election; providing that all notices, ballots and other materials be bilingual, to-wit: English and Spanish; providing for electronic voting; and providing an effective date." There were no questions and the motion passed unanimously.

EXECUTIVE SESSION: THE CITY COUNCIL WILL MEET IN AN EXECUTIVE SESSION TO CONSULT WITH ITS ATTORNEY PURSUANT TO TEX. LOCAL GOVT. CODE SECTION 551.071 RELATED TO THE STAR LAKE EPA MATTER.

Council then convened into Executive Session at 5:48 p.m.

RECONVENE OPEN SESSION: Council reconvened into open session at 6:09 p.m.


INVOICES: Interim City Manager Lance Billeaud presented invoices for payment totaling \$355,533.17 as follows:

Chastang's Bayou City Ford	Auto garbage truck.	346,230.00
Core & Main L.P.	Supplies for water lines and 3" Meters to replace non-functioning meters at hotel and apartments.	9,303.17

Mayor Pro Tem Mark McAdams moved to approve payment of the invoices totaling \$355,533.17 and Councilmember Oliver seconded. There were no questions and the motion passed unanimously.

Mayor Borne asked for Councilmember comments and Councilmember Vensel asked who updates the City website and Mr. Billeaud stated that it is a third party.

There was no further business and Mayor Borne adjourned the meeting at 6:12 p.m.



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Mayor

ATTEST:



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City Clerk

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