

**MINUTES OF THE SPECIAL MEETING
TOWN OF BAYVIEW, TEXAS
Held at
102 S. San Roman, Bayview, Texas**

June 28, 2014

Special Meeting

1. The meeting was called to order at 8:00 a.m. by Mayor Rodino. Those present were Mayor Rodino, Aldermen Lowder, Hooton, Mullendore, Stachowiak, and Deason; as well as Town Secretary, Susan Heinz and Konnie Hooton.
2. Mayor Rodino led those present in the Pledge of Allegiance.
3. There were no opening comments.

Action Items

1. Discussion and action on agreements for East Rio Hondo Water Supply.
 - a. Approval of a Resolution granting ERHWSC a right-of-way easement.
 - b. Authorize the Mayor to execute and submit right-of-way agreement provided by ERHWSC
 - c. Authorize the Mayor to complete and submit the ERHWSC Water Service Application and Agreement
 - d. Authorize the Mayor to complete and submit the ERHWSC Dual Check Valve Notice Form
 - e. Authorize expenditure of funds to cover the ERHWSC cost for installation as described in their June 19, 2014 letter in the amount of \$3,457.14

Mayor Rodino recapped all of the documents from ERHWSC. The Town needs to pass a Town Resolution granting the right-of-way easement. A copy of the Resolution is attached to these minutes.

Mayor Rodino asked for a motion to authorize the documents be executed, and the checks mailed to ERHWSC. Alderman Lowder made a motion to accept the Resolution for right-of-way easement for East Rio Hondo Water Supply Corporation. Alderman Mullendore seconded the motion. All voted in favor, motion carried.

2. Discussion and action on procurement of a building serving as the Town Office.

Mayor Rodino had sent everyone a spread sheet with worst case estimates for all building costs. There was some discussion about the costs. The results of the soil sample on the property show that the property is class 3. There was discussion about moving the septic closer to the building to conserve funds. Mayor Rodino also reported that Cameron County was slated to come and do some grading on the property on Monday. The location of the driveway and parking lot was also discussed. Available funds were also discussed. Alderman Lowder brought up the question why the building is sitting so far to the back of the property. Closer to the road would be more cost effective for the driveway as well as provide more security. Alderman Deason asked about a fence. There was quite a bit of discussion about the need for a fence at this time, the opinion was that a fence was not necessary at this time.

The meeting was adjourned at 8:25 so that the Board members could walk to the property and determine just where they wanted the building to be located.

The Board was back in the office at 8:50 to reconvene the Special Meeting.

Mayor Rodino stated that Monday morning we would get the paperwork ready for ERHWSC, and that he and Alderman Deason would meet with the Irrigation District to determine where their irrigation lines were located. Mayor Rodino was going to talk with AEP regarding the updated location of the building, whether or not it would be necessary to move the transformer, as well as check on the cost of security lighting.

Mayor Rodino asked for a motion to go forward with the building plan. Alderman Lowder made the motion to accept the estimated spreadsheet for the building with the intent to reduce costs in the area of approach and parking, all other costs seem to be in line. Estimated total cost of \$40,847.42, of which approximately \$6,000 has been paid. The remaining cost not to exceed \$35,000. If the cost exceeds this amount, it will be brought before the Board. Alderman Hooton seconded the motion. All voted in favor, motion carried.

Alderman Hooton had made a drawing of the inside of the building, with the bathroom and office walls and seating area. These were distributed to all present. Alderman Hooton also discussed possible venting for the air-conditioning to save costs. He also further defined the drawing regarding record storage, the bathroom and reception area and service counter. There was more discussion on location of the Air handler. Alderman Mullendore felt the air-handler should be placed inside the building rather than in the attic. There was discussion concerning whether or not this handler would fit in the bathroom. Alderman Lowder brought up the exact location of the front door and the windows. The windows will be impact resistant and will be opening windows, with a window on the east side looking out at the parking lot and a window on the south end. There will be no windows in the back.

Then possible colors were discussed. Alderman Lowder suggested that we go to the Royal website to select colors for the building. The color of the concrete was also discussed.

Adjourn

The Special meeting of the Board of Aldermen was adjourned at 9:25 am.

Tom Rodino, Mayor

Susan Heinz, Town Secretary