

**MINUTES OF THE TUESDAY, SPECIAL MEETING SEPTEMBER 1, 2015 AT 6:30 P.M.
TOWN OFFICE 104 SOUTH SAN ROMAN, BAYVIEW, TEXAS**

REGULAR MEETING

GENERAL

1. The Meeting was called to order at 6:30 p.m. Those present were Aldermen Lowder, Lewis, Mullendore and Stachowiak. Mayor Pro Tem Deason officiated the meeting.
2. Mayor Pro Tem Deason led those present in the Pledge of Allegiance.
3. The Mayor Pro Tem thanked all those present for attending the meeting.
4. Public Comments: none.

ACTION ITEMS

Old Business: None

New Business:

5. *Discussion and approval of the Minutes of the August 20, 2015 meeting*– Motion: Alderman Lowder made the motion to accept the minutes. Second: Alderman Lewis. All in favor. Motion carried.

6. *Discussion and approval or rejection of funding the upcoming election at an estimated cost of \$2,048.70. This cost estimate includes payment for the extra hours that the Town Secretary will be required to be in the office*- There was discussion of the upcoming Mayoral Election. The estimated cost of the election is \$2,048.70. A breakdown of the costs was provided by Election Judge Bonnie Gibbons. Alderman Lowder inquired if this was the normal cost to hold a Special Election. Mayor Pro Tem Deason said yes and referred to the breakdown. Alderman Stachowiak asked how the Election would be funded. Mayor Pro Tem Deason stated that the \$2,048.70 is an “estimated” cost and that funding would be provided by the former Mayor of Bayview, Tom Rodino. Alderman Lewis reminded the Board that Tom Rodino offered to reimburse the town at a “reasonable cost.” Alderman Lowder asked if training was included in the estimated figures. Mayor Pro Tem Deason said yes, and that training was required for every election. The majority of the funds would not be needed until October. Motion: Alderman Stachowiak. Second: Alderman Lowder. All in favor. Motion carried.

7. *Discussion and possible action on approval of amending and updating the contractual agreement between the Town of Bayview and the Building Inspector*- The Building Inspector’s contract agreement was updated and revised by David Irwin, the Town’s Attorney. Motion to approve: Alderman Stachowiak. Second: Alderman Mullendore. All in favor. Motion carried.

8. *Discussion and possible action on adopting an, At Will Employment Statement for Town employees*- The Aldermen discussed the At Will Employment Statement for all Town employees. Motion to approve: Alderman Lowder. Second: Alderman Lewis All in favor. Motion carried.

9. *Discussion and accepting or rejecting the renewal of an amended contract with Cliff Rowell for his position as the Town's Building Inspector. This renewal is for the term of one year*- Alderman Mullendore was in favor of finding someone who lived closer making it easier to visit construction sites and manage permits. Alderman Lowder stated that we need a Building Inspector and that he wished Cliff Rowell were present at the meeting. The Mayor Pro Tem said that Mr. Rowell had knowledge of the meeting. Motion to not renew Clifford Rowell’s contract: Alderman Stachowiak. Second: Alderman Mullendore. Nay: Alderman Lowder. Abstained: Alderman Lewis. Aye: Mayor Pro Tem Deason.

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10. *Changing the approved date for the Public Hearing on the amendments to the Outdoor Burning Ordinance # 2011-07-2 and the addition of a Section 11: Residential Wind Energy Conversion Systems to Article II: Regulations Applicable to all Districts to the Special Meeting on September 10, 2015. It had been approved for the September 17 meeting– Motion to Approve: Alderman Mullendore. Second: Alderman Stachowiak. All in favor. Motion carried.*

11. *Discussion and possible action on the selection of a Company to remove the window bars and install storm proof roll-up shutters on the two (2) windows in the Town Office building. This is required for windstorm certification. Quotes from: a. B&J Shutter's b. Four Winds Shutters- The type of shutters needed to obtain TWIA insurance was discussed at length by the Aldermen. Motion to table item until further clarification of TWIA requirements: Alderman Lewis. Second: Alderman Lowder. All in favor. Item Tabled.*

12. *Approval and appointment of a Chief Financial Officer (CFO) to conduct all financial business of the Town including, but not limited to, business with and pertaining to the Internal Revenue Service- Motion to relegate all financial business of the Town to the Mayor: Alderman Mullendore. Second: Alderman Lewis. All in favor. Motion carried.*

13. *Approval or rejection of purchasing a fire safe and fire pouch or renting a safety deposit box from First Community Bank at \$55.00 per year to keep and preserve important documents such as the original Town Charter- There was a discussion by the Aldermen on how to best protect Bayview's important papers from fire and water damage. Alderman Lowder asked that the fire policies be reviewed and guaranteed before renting. Motion to rent a lock box at First Community Bank for \$55.00 a year: Alderman Lewis. Second: Alderman Mullendore. All in favor. Motion carried*

14. *Discussion and possible action on approving the speed limit signs and locations regarding the speed bumps on N. San Roman - Alderman Lowder thanked Mr. Bob Steenbock for providing the information on signage. Alderman Lowder clarified that North San Roman Road has speed humps not bumps based on the dimensions. Alderman Lowder spoke to Falcon Services (the installer) who said they would come out to North San Roman Road and add to the first three humps to make them "friendlier." The cost would be \$200.00 for two tons of material. The other humps are in compliance. The current signage black on white at each of the 3 speed bump signs that read Speed Limit 25 mph will be changed to black on yellow that reads 10 mph. Alderman Lowder offered to pay for these signs and install them. The cost to change these signs is \$62.10 plus shipping. Alderman Lowder offered to pay for these replacements. Mayor Pro Tem Deason suggested contacting Delta Signs because they might be able to exchange them. Mayor Pro Tem Deason suggested moving the pedestrian signs on North San Roman to North Valencia. Alderman Lowder stated that the residents of North San Roman raised the funds to install the speed humps and all items purchased with their money should stay on their street. Motion to replace the 25 mph speed limit signs at the #7 Speed hump with signage that reads "Caution Speed Bump 10 mph" at a cost of \$29.74 with funds remaining in the North San Roman Speed Hump Project will be used for this purchase: Alderman Lowder. Second: Alderman Stachowiak All in favor. Motion carried.*

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15. *Discussion and possible action on approval of professionally updating and training Town officials to maintain and update the Town's website-* The Aldermen discussed at length on how to manage and update the Town's website. The Mayor Pro Tem included an idea to ask students at TSTC who were learning web design to volunteer. All the Aldermen and the Mayor Pro Tem agreed that the current website is not up to date or user friendly. Alderman Lewis stated that posting on the website is extremely important for the Town legally. Motion to table: Alderman Lewis. Second: Alderman Mullendore. All in favor. Tabled.

The Regular Meeting was adjourned to Executive Session

EXECUTIVE SESSION

The Town Council adjourned to Executive Session as authorized by Subchapter D Section 552: Personnel Matters of the Texas Open Meetings Act for deliberating the following agenda item:

- a. Interviewing Prospective Candidates for the position of OSSF Inspector.

Adjourn Executive Session

16. The Regular Meeting reconvened.

17. *Discussion and possible action on the item deliberated in the Executive Session:*

a. *Selection of an OSSF Inspector-* Alderman Stachowiak volunteered to compose a job description for the Town of Bayview OSSF Inspector. Motion to select Richard Castillo as the Town of Bayview OSSF Inspector to begin October 1, 2015, contingent on his acceptance of our job description and proposal: Alderman Lewis. Second: Alderman Mullendore. All in favor. Motion carried.

18. *Discussion and possible action on purchasing a new printer drum at a cost of approximately \$92.00-* Motion to approve: Alderman Mullendore. Second: Alderman Lewis. All in favor. Motion carried.

19. *Future Agenda Items: Any member of the Board may add any item of Town Business to a future agenda-* Alderman Stachowiak added to the September 24 meeting to approve a new job description for the OSSF Inspector. Motion to approve : Alderman Mullendore. Second: Alderman Lowder. All in favor. Motion carried.

DISCUSSION ITEMS

20. Citizen complaints:

a. *S. San Roman/2480 roadwork* - Mayor Pro Tem Deason called Mr. Hinajosa with TXDOT and Sky Cummings and Ray Zamora with the IOC about the multiple complaints discussed at the August 20, 2015 meeting. They all say "yes, we will get this fixed." Others Bayview citizens have also called. Mayor Pro Tem Deason and Mr. Bob Steenbock met with the engineers. No repairs had been made. Pictures of Red Crown Road were taken and sent and promises were made to clean up the

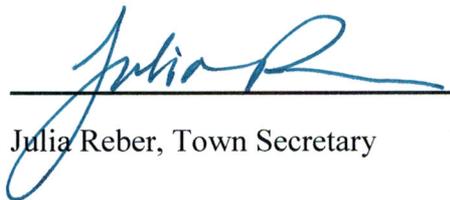
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debris. Alderman Lowder asked Mr. Steenbock if anything had been done at their place on South San Roman. Mr. Steenbock answered "no," and that they themselves were slowly cleaning it up. Mr. Steenbock voiced his concern about the standing water in the ditches that weren't draining as this will be an obvious health risk if a hurricane hits. Mayor Pro Tem Deason stated that an effort was made to get IOC to clean up, but he didn't know if they would. The lack of culverts prevents drainage into the resacas as the EPA doesn't want anything to drain into the resacas. The EPA would like to tax residents. Alderman Lowder stated that TXDOT had an engineering design for the drainage. The water should flow south but it doesn't and when the ditches fill, they will flood. The water will sit low in the spot they created in the ditch. Also, the road crews damaged Red Crown Road at the tie-in and left some debris and they stated that these items are on their completion list.

ADJOURN- Motion to adjourn: Alderman Mullendore. Second: Alderman Stachowiak. All in favor. Motion carried.



Leon Deason, Mayor Pro Tem



Julia Reber, Town Secretary