

*LONE STAR CITY COUNCIL  
SPECIAL MEETING  
FIRE HALL – 201 WEST INDUSTRIAL  
June 8, 2023, at 6:00 p.m.*

*We reserve the right to enter into Executive Session on any Agenda item pertaining to  
TEX. GOV'T CODE ANN. Sections 551.071-551.078, 551.087-551.089*

In compliance with the Texas Open Meetings Act, Chapter 551, of the Texas Government Code, the City of Lone Star issues this public notice. If, during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the board will convene in such executive or closed session in accordance with Section 551 of the Texas Government Code, Et Seq. The City Council will consider and act on the following items:

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on the meeting notice.

**MINUTES**

Present were Mayor Brianna McClain, Mayor Pro-Tem Jerri Chism, Aldermen Tony Johnson, Cody Wommack, Cyndi Andrews, Keith Reiter and City Secretary Tina Love.

**1. CALL TO ORDER – Mayor Brianna McClain at 6:00 pm**

**2. CITIZEN COMMENTS:** *At this time, anyone will be allowed to speak on any matter for a length of time not to exceed **three minutes**. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.*

**NONE**

**3. ACTION ITEMS**

3-1 Review, Discussion, and Possible Action by the Council to consider for hire, candidates for the Court/Water-Sewer Clerk position.

**Discussed the interviewing process for multiple candidates. Two late applications were received for consideration. The council convened into executive session at 6:25 p.m. and re-convened into open session at 8:57 p.m. Additional discussions and review of candidate applications was determined necessary. No action was taken.**

3-2: Review, Discussion, and Possible Action by the Council to consider for hire candidates for the City Secretary position.

**The council convened into executive session at 6:25 p.m. and re-convened into open session at 8:57 p.m. After several interviews, candidate Harriet Harrison, was considered as qualified for the City Secretary position.**

**A motion to hire Harriet Harrison for \$45K per year was made by Keith Reiter with a second from Jerri Chism. Four voted for, one no vote. Motion carried.**

-3: Review, Discussion, and Possible Action by the Council to outsource temporary wastewater operator.

**Item 3-3 was addressed prior to the council going into executive session.**

**The Water & Sewer (W&S) department recently lost their wastewater treatment operator. The department was already short-staffed and needs to consider hiring an additional employee or consider temporarily outsourcing the wastewater activities. Mayor McClain has spoken with two local municipalities which outsource wastewater activities and was told by one, for 2-3 hours per day, the services cost \$3,200 per month. TCEQ has daily requirements that must be recorded; therefore, increases the need for additional resources. The previous wastewater treatment operator had offered to come in and help when he could, but has not been consistently available. We need to hire someone that is dependable or pay the outsourcing cost to ensure continued compliance with TCEQ guidelines.**

**W & S Supervisor, Shane Townson is licensed and certified in Water, Sewer, and Wastewater applications. Employees are trained and work under his direction and license.**

**Gatlin Moore is currently doing all W & S activities along with wastewater. He is on call 24/7 and has weekend duty, whereas, this was previously split between two employees.**

**It was discussed to consider rehiring Calvin Sharp to assist with W & S and wastewater activities. Calvin is dependable, has 40+ years in the water and sewer industry, and currently assists Lone Star with special projects and emergencies when needed.**

**If an additional person is hired, Keith Reiter suggested alternating schedules between the two employees to minimize overtime, when possible. Previously, the W & S employees alternated the on-call schedule during the week and every other weekend and are expected to continue this schedule if someone else is hired.**

**A motion to hire Calvin Sharp, full-time, at the same rate of pay he was previously making, was made by Cyndi Andrews, with a second from Tony Johnson. Three voted for, 2 voted against. Motion carries.**

3-4: Review, discussion and possible action by the Council to have mayor granted authority to all account access for any bank accounts loans, credit cards the city has, both previous and present as well as login/usernames/passwords for any city related accounts.

**Keith Reiter has contacted multiple banks to discuss the requirements of adding a new signatory to an account. In accordance with the banking rules, account numbers are to be included in the council minutes and the approved minutes given to the bank for their records. State guidelines disallow bank account numbers to be displayed publicly, which is a conflict between the banking rules and state guidelines. It is possible if this item is approved it will not comply with local banking rules, which may prompt looking for another bank, which is not a desired option because of losing historical data. Additional discussions with our bank are necessary to determine how to proceed.**

**A motion to allow Mayor McClain access to all bank accounts was made by Keith Reiter with a second from Jerri Chism. All present voted Aye.**

**4. EXECUTIVE SESSION:** City Council to convene into executive session for the following issues:

4-1: To consider for hire, candidates for the Court/Water-Sewer Clerk position (TEX. GOV'T CODE ANN. § 551.074. The council will then re-convene in open session for review, discussion, and possible action on the matter.

**The executive session began at 6:25 p.m. and ended at 8:57 p.m. No action was taken during the executive session.**

4-2: To consider for hire, candidates for the City Secretary position (TEX. GOV'T CODE ANN. § 551.074). The council will then re-convene in open session for review, discussion, and possible action on the matter.

**The executive session began at 6:25 p.m. and ended at 8:57 p.m. No action was taken during the executive session.**

## **5. ADJOURN**

**A motion to adjourn was made by Jerri Chism with a second from Keith Reiter. All present voted Aye.**

/s/ Brianna McClain  
Mayor

/s/ Tina Love  
City Secretary