



**REGULAR COUNCIL MEETING
DECEMBER 11, 2023**

MINUTES

The Madisonville City Council met in a regular council meeting on December 11, 2023, at 6:00 pm at 210 W. Cottonwood, Madisonville Texas.

Meeting called to order at 6:00 pm with the following present:

William Parten – Mayor
Chris McGilbra – Mayor Pro Tem
Mindy Crouch – Councilmember Place 2
Terri Davis – Councilmember Place 3
Brady Taylor – Councilmember Place 4
Melissa Hinojosa – Councilmember Place 5
Fabrice Kabona – City Manager
James Greene – City Secretary
Art Rodriguez – City Attorney
Herbert Gilbert – MPD Chief

I. CALL MEETING TO ORDER

Mayor Parten called this meeting to order at 6 p.m.

II. INVOCATION

Councilmember Taylor gave the invocation.

III. PLEDGES

Chief Gilbert led the pledges.

IV. PUBLIC FORUM

Albert Hargis of 205 Bailey St. addressed council to provide testimony regarding his concerns with the zoning designation at his property known as 108 W. Washington that prevents him from placing a manufactured home on the lot.

Christal Turner Ennis of 208 Pine St. addressed council to provide testimony to request council to allow her daughter, resident of 309 N. Casey, to place a manufactured home on the previously mentioned property.

Gregory Boehm of 118 Hope Cir. addressed council as Mr. Hargis' brother to request that Council approve Mr. Hargis' request to place a manufactured home at 108 W. Washington.

V. CONSENT AGENDA

1. **Approval of the minutes as written for November 13, 2023**
2. **Approval of Accounts Payable for the previous month**
3. **Approval of the Financial report for the previous month**
Councilmember Davis made a motion to approve the consent agenda and the motion was seconded by Councilmember Crouch with all councilmembers voting AYE, the motion carried.

VI. WORK SESSION

1. **Receive a presentation from PayStar**
Cloyce Clark from PayStar, delivered a presentation to Council regarding upgrades to the City of Madisonville's utility billing payment system. Mr. Clark highlighted various features of the PayStar System, including the no startup cost, no monthly fees, no term contract, no cancellation fees. City Manager Kabona, informed Council that the current credit card processing fee of 3.60% would be decreased to 2.75% if the PayStar system was implemented, as well as the benefits to citizens access to PayStar's self-service portal that is unavailable with the current utility billing system. Councilmember Davis raised the question of if implementation of PayStar would replace paper bills, and Mr. Kabona informed council that PayStar simply adds more options for citizens to pay bills and does not replace paper bills. Councilmember Hinojosa inquired about the security of PayStar's system, and Mr. Clark spoke on the security measures implemented by PayStar.

VII. REGULAR AGENDA

1. **Resolution authorizing the submission of an application to the Texas General Land Office for Community Development Block Grant-Mitigation Program**
City Manager Kabona introduced the item and acknowledged Aron Miller from Public Management who is assisting the City with this grant. Mr. Miller described the application for a forward-looking comprehensive plan. The plan is 300,000 that is funded entirely through the grant. Dalton Aiken, GIS Technician from Public Management, described the logistics of the comprehensive plan and what Public Management will focus on.

City Secretary Greene read the caption.

Councilmember Taylor made a motion to approve the item and the motion was seconded by Councilmember Hinojosa with all Councilmembers voting AYE, motion carried.

2. **Resolution authorizing a Professional Service Provider selection for the Community Development Block Grant-Mitigation Resilient Communities Program through the Texas General Land Office**
City Manager Kabona introduced the item.

City Secretary Greene read the caption.

Councilmember Hinojosa made a motion to approve the item and the motion was seconded by Councilmember Crouch with all Councilmembers voting AYE, motion carried.

3. Resolution authorizing signatories for the city's bank accounts at Prosperity Bank

City Manager Kabona introduced the item.

City Secretary Greene read the caption.

Councilmember McGilbra made a motion to authorize Councilmember Crouch be added as an authorized signatory and the motion was seconded by Councilmember Hinojosa with all council members voting AYE, the motion carried.

4. Resolution authorizing the award of GLO CDBG-MIT Project 22-085-043-D296 – Wastewater System Improvement Project for the base BID amount of Five Million, Two Hundred Eleven Thousand, Six Hundred Thirty-Eight Dollars and Zero Cents (\$5,211,638.00)

City Manager Kabona introduced the item and acknowledged Ryan Thomas with KSA Engineers, who managed this application. Mr. Thomas reported that his firm reviewed the bids that were submitted, checked references, and determined that DNS Contracting was the lowest qualified bidder. City Manager Kabona and Mr. Thomas will review the contract prior to finalization to make sure the cost and quality of work are ensured.

City Secretary Greene read the caption.

Councilmember McGilbra made a motion to approve the item and the motion was seconded by Councilmember Taylor with all Councilmembers voting AYE, the motion carried.

5. Resolution authorizing a minor plat of the property located at 105 N MLK known as A0010 Job S Collard Tract 2008

City Manager Kabona introduced the item and explained that the owner of the property wishes to divide this property into two parcels so that his daughter may build a home next to him. Currently the lot is zoned as Manufactured Home (MH) and does not allow for properties to be divided without written approval from both The Planning and Zoning Commission and City Council. If approved both properties will follow minimum lot requirements.

City Secretary Greene explained that this item was presented to the Planning and Zoning Commission in November and the Commission gave written approval and recommended that Council provide written approval as well. The City Staff recommendation is that Council approve this resolution.

City Secretary Greene read the caption.

Councilmember Davis made a motion to approve the item and the motion was seconded by Councilmember Hinojosa with all Councilmembers voting AYE, the motion carried.

6. Appeal of the Planning & Zoning Commissions decision to deny a requested variance to place a manufactured home on the property located at 108 W Washington which has a zoning designation of Urban Single-Family Residential District (SF-2)

City Manager Kabona introduced the item and explained that the applicant was informed by previous City Staff that the property was zoned as Manufactured Home (MH) but further examination proved this incorrect and the property is zoned as Single Family Residential District (SF-2). This item went before the Planning and Zoning Commission on November 7, 2023, decided to table the item, and directed City Staff to obtain a legal opinion from the City Attorney. The Planning and Zoning Commission met again on December 5, 2023, and recommended denial of this variance.

Councilmember Davis inquired about the rezoning ordinance from 2009 that kept the area North of Washington as (Single Family Residential District (SF-2). City Secretary Greene explained that the City Staff at the time recommended Council to maintain the area North of Washington's original designation because of the number of site-built homes North of Washington did not support a rezone to Manufactured Home (MH).

City Secretary Greene read the caption.

Councilmember Hinojosa recused herself from the vote because of a conflict of interest.

Councilmember Davis made a motion to approve the variance and the motion was seconded by Councilmember Crouch with Councilmembers Davis and Crouch voted AYE, Councilmembers Taylor, McGilbra voting NAY. Mayor Parten voted NAY to break the tie, and the motion failed.

Council directed City Staff to produce a rezoning analysis of the area to present to the Planning and Zoning Commission.

VIII. CITY MANAGER'S REPORT

City Manager Kabona reminded Council of the employee Christmas Banquet on December 15, 2023, at 6pm, at the Kimbro Center.

City Manager Kabona informed Council that demolition on the Trinity bridge is to begin on December 12, 2023.

City Manager Kabona reminded Council that the city is still seeking an applicant to serve on the Planning and Zoning Commission.

City Manager Kabona reminded Council of the "Trash off" event on December 16, 2023, at the Rec Yard.

Lastly, City Manager Kabona introduced Morgan Robertson, the Administrative Intern from Sam Houston State University.

IX. ADJOURNMENT

Councilmember Davis made a motion to adjourn, and the motion was seconded by Councilmember Hinojosa with all members voting AYE, the motion carried.