

## MINUTES OF WORKSHOP: APRIL 4, 2017

Mayor Muska called the workshop to order at 5:33 pm. Present council members: Cheryl Marak, Brian Muska, David Pratka, and Steve Vanek. Karla Dulock was absent.

Officer Keathley was present regarding agenda item #16. He said we currently have Dan Pohluda, Tom Marek, and Hank Pfeleiderer on the Health and Safety Committee, but we need to approve an ordinance to create a Building Standards Commission and appoint members. He suggested meeting on the last Tuesday of every month to discuss dilapidated houses and putting liens on those properties in question.

Mayor Muska introduced Brian Dowell with NegaWatt Partners which is an LED lighting company based in Hot Springs, Arkansas. They are located in Arkansas because they have the largest LED rebate program in the nation. They have been in business for almost seven years. They have researched the city of West and counted every light in the city, they did not count stadium lights, because it is not cost effective. To convert the entire city to LED lighting it would cost \$29,579.36 which is 100% retrofit, not replacing all fixtures. The city employees would never have to replace a ballast again and all electrical components will be new. Oncor currently has a rebate program for \$26,280.59 and Oncor sends Negawatt the rebate and the city benefits from the cost savings. The warranty is for five years and it's an unconditional full warranty, no questions asked. The new bulbs come with a life expectancy of 50,000 hours. The electrical savings alone would be about \$8,000 a year. Brian Dowell also stated that LED's will save the city about \$800 per month in expenses, but also the lights will be brighter as well.

Workshop adjourned at 5:48 pm.

## MINUTES OF MEETING: APRIL 4, 2017

1. Call to order: Mayor Tommy Muska called the meeting to order at 6:00 PM.
2. Mayor Muska gave the pledge and the invocation.
3. Roll Call: present council members – Cheryl Marak, Brian Muska, David Pratka, Steve Vanek, and Mayor Tommy Muska. Karla Dulock was absent.
4. On a motion by David Pratka, seconded by Steve Vanek to approve minutes from March 7, 2017. Brian Muska and Cheryl Marak abstained since they were both absent from the March 7<sup>th</sup> meeting, all others in favor, motion carried.
5. On a motion by David Pratka, seconded by Cheryl Marak to Approve Bills: March 2017 - Excluding check #: 18962 and 292841. All in favor, motion carried.
6. On a motion by Cheryl Marak, seconded by David Pratka to Approve Bills: True Value Hardware - check #'s: 18962 and 292841. Brian Muska abstained, all others in favor, motion carried.
7. Discussion, consideration, action, if any, re: Monthly Departmental Reports. On a motion by Steve Vanek, seconded by David Pratka, approve monthly departmental reports. All in favor, motion carried.
8. There were no citizen comments.
9. Discussion, consideration, action, if any, re: Presentation of proclamation for Mayor and County Recognition Day for National Service. Mayor Muska introduced the Senior Corp in the audience and he read the proclamation and recognized April 4<sup>th</sup> as National Service Day. He thanked everyone for their continued service. No action was taken.
10. Discussion, consideration, action, if any, re: Approval of final numbers on Fallen Hero Memorial – Joe Pustejovsky. Joe was present along with a few committee members and said that the center point of the memorial would be a water feature and a flame. He had a few safety standpoints that he wanted to go over regarding the memorial: 1. The flame will go out if there is high wind or rain present, the gas will attempt to relight 3-4 times but if that is unsuccessful it will need to be manually re-lit. 2. There will be an 8 foot rim around the water/flame feature for safety. 3. On the picture of the memorial, the flame looks large, but it is not that big, it will be a single flame. He said that each individual station will be approximately 4'x5' and they will either do an all bronze plaque which is costly around \$2,000 per piece or just do a picture with a small bronze plaque which is more cost effective. He said that Jody Lednicky who grew up in West, works for a lighting firm in Austin and they will donate all lighting fixtures for the memorial. Joey Kolar said that the total project cost is around \$174,748. On a motion by Steve Vanek, seconded by Cheryl Marak, approve with moving forward with the Fallen Hero Memorial project. All in favor, motion carried.
11. Discussion, consideration, action, if any, re: Brian Dowell with NegaWatt Partners – moving all city lighting to LED. Brian Dowell spoke to the council during the workshop. Mayor Muska asked how much in additional cost would it be to replace and install all 24 light fixtures in the Community Center. Mr. Dowell stated that it would cost \$2,840 to replace the Community Center fixtures. On a motion by Steve Vanek, seconded by Brian Muska, approve replacing all city lighting to LED including the additional \$2,840 to replace all of the Community Center fixtures. All in favor, motion carried.
12. Discussion, consideration, action, if any, re: Freddie Polansky request for water service outside city limits at 231 E. Pecan. Mr. Polansky was not present at the council meeting but he did speak with our Public Works Director, C.J. Gillaspie concerning his request. C.J. said that Freddie is requesting

three services; one for now, one for a future time, and another for Helen Matus. By TCEQ we cannot have more than 10 connections on a 2" line. Mr. Polansky would have to pay to upgrade the line and he would also have to pay for sewer if brought into city limits. No action was taken. City Hall will send a letter with options to Mr. Polansky.

13. Discussion, consideration, action, if any, re: Approval of lawn maintenance bid for city owned properties. We received two bids regarding lawn maintenance: Mike Sawyer put in a bid for \$1,650 per month and Fitzhugh Services put in a bid for \$1,700 per month. These bids include all city owned properties; Well #4, #5, and #6; the library, Community Center, City Hall, City Park, property East of Railroad tracks, and Spruce Street to Broadway. C.J. stated that this will help free up city personnel to do concrete and street work instead of focusing on lawn maintenance. The contract would end with our fiscal year in September. On a motion by David Pratka, seconded by Steve Vanek, approve Mike Sawyer's bid of \$1,650 per month for lawn maintenance. All in favor, motion carried.

14. Discussion, consideration, action, if any, re: Review of city employee take home vehicles – Cheryl Marak. Cheryl Marak stated that since city employees in public works take home city vehicles, why not allow the Police Department to take home vehicles as well. Mayor Muska said that Chief Barton does take home his patrol vehicle as well as Lt. Milligan. Steve Vanek said that having a take home car is roughly costing the city about \$500 - \$600 per month conservatively. Steve Vanek stated that he would be ok with just allowing supervisors to take home cars. Steve Vanek made a motion to allow the three supervisors to take home a city vehicle (Police Chief, Public Works Director, and City Administrator). Motion died for lack of a second. Brian Muska asked to bring up this agenda item for a future council meeting. He would like research from other cities on their policies. Mayor Muska appointed Courtney Dulock to research this.

15. Discussion, consideration, action, if any, re: Waco-McLennan County Public Health District funding member annual contribution of \$4,324.50 (based on population of 2,883 at \$1.50 per person). On a motion by Cheryl Marak, seconded by Steve Vanek, approve the city's annual contribution of \$4,324.50 for the Waco-McLennan County Public Health District. All in favor, motion carried.

16. Discussion, consideration, action, if any, re: Approve ordinance to create a Building Standards Commission and appoint members. This item was tabled until next month's meeting.

17. Discussion, consideration, action, if any, re: Appoint members to the Economic Development Corporation. The following members have been vetted: David Pratka, Cheryl Marak, Suzanne Hack, Evelyn Pareya, Diane Friend, Laura Langford, Tim Jaska, John Hurtick, and Joe Mashek. This group would be the initial committee and they would need to come up with the bylaws to start up the EDC. On a motion by Steve Vanek, seconded by Brian Muska, approve the 9 vetted members to the Economic Development Corporation. All in favor, motion carried.

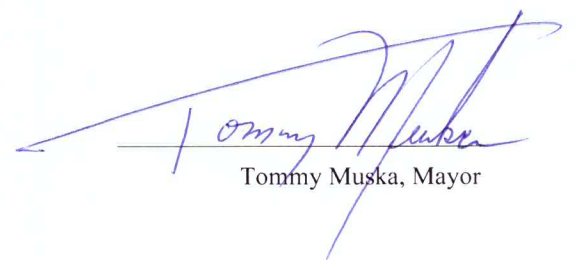
18. Discussion, consideration, action, if any, re: Council workshop and retreat. This item was tabled for a later date.

19. Council member comments and requests for items to be placed on future agendas. Brian Muska asked for a written policy for employee take home vehicles and Steve Vanek requested a vehicle to drive back and forth to meetings with as well as a credit card for reimbursement.

20. Council adjourned at 7:12 pm.



Shelly Nors, City Secretary



Tommy Muska, Mayor