

**City of Coldspring, Texas**  
Minutes of the Regular Called Council Meeting  
Monday, July 11, 2022

1. Meeting called to order 7:00 PM

2. Roll call

Present: Aldermen Kyle Currie, Dianne Griffith, Nichole Gatewood, Jessica Sewell, and Mayor John Benestante

Visitors: Mike Brown, Greg Magee, Molly Abele, Marsha Brown, Jennifer Manuel, Rob Gupta, Doug Whitmire, Paul Shelton

3. Public Comment: Local owner of the Coldspring Inn, Rob Gupta, asked Council for an update on sewer expansion down highway 150 west that would include his business as he had seen flagging being done in anticipation of the project. Council confirmed that flagging was being done for the project.

4. Agenda: A motion was made by Alderman Kyle Currie to adopt the agenda with the one change of removing the redundant wording on item "J". Jessica Sewell seconded the motion. All in favor.

5. Minutes: Motion to accept minutes from June 6, 2022, meeting was made by Alderman Jessica Sewell and seconded by Alderman Dianne Griffith. All in favor.

6. Approval of Bills: The list of bills paid and to be paid were approved. A motion to the pay bills was made by Alderman Kyle Currie and seconded by Nichole Gatewood. All in favor.

7. Reports:

A. Operation of Treatment Plant and Collections System – Mike Brown from Inframark stated the charges for the current invoice as \$4,909.17 for operator charges and a compliance fee that had to be paid. There were no excursions incurred for the month of June. Mr. Brown stated the average flow was 40,000 gallons per day and the plant was functioning at 20% of capacity.

B. Financial Reports – Mayor John Benestante briefed Council with the current financial profit and loss statements for the general account, sewer & maintenance, Hotel/Motel, Covid Local Fiscal Recovery Fund and Capital Projects. Mayor Benestante asked for any comments or questions. There were no questions asked.

C. Briefing on sewer cut offs: City Secretary, Jody Barr, reported there were two sewer cutoffs for the month of June, however both accounts had been paid and services restored.

D. Briefing on street maintenance: Mayor Benestante reported that on street maintenance requests that all requests would have to be in writing and ownership verified in advance of any repairs. All maintenance requests files would also have survey shots to accompany them for future reference.

## 8. OLD BUSINESS:

A. Discussion and possible action on filling the vacancy of alderman position five (5) with Jennifer Manuel. Mayor Benestante stated that Jennifer Manuel had applied for city council position five (5) and was eligible for the position. Alderman Kyle Currie made a motion that Jennifer Manuel's application be accepted. Alderman Jessica Sewell seconded the motion. All in favor. City attorney Greg Magee then swore in Ms. Manuel to the unexpired term of city council position number five (5).

B. Presentation of previously scheduled 2018 audit report by Axley & Rode, LLP, Certified Public Accountants and in addition the 2019 audit report. Certified Public Accountant, Molly Abele, briefed council on the 2018 and 2019 calendar year audits. The findings were in line with the 2016 and 2017 audit results. The City's financial status was highly liquidable with no debt and they have issued an unmodified opinion. Ms. Abele stated that the City is complying with previous corrective recommended actions and the 2020 and 2021 audits should be much faster and easier to complete. Alderman Jessica Sewell made a motion to accept the 2018 and 2019 audit reports and the motion was seconded by Kyle Currie. All in favor.

C. Discussion and possible action on Coldspring Youth Dixie League Memorandum of Understanding. City Attorney Greg Magee stated that the agenda should say Coldspring Youth League and should not include the word "Dixie." This was noted by Jody Barr, City Secretary. Mayor Benestante stated that this memorandum is a fluid document and could be revised in the future if so needed. Alderman Jessica Sewell made a motion to accept the Memorandum of Understanding as presented by Greg Magee. Kyle Currie seconded the motion. All in favor.

D. Discussion and possible action concerning the pay scale and qualifications for an office Clerk's position. Mayor Benestante went over the minimum required qualifications for the potential hiring of an office clerk at City Hall. Council reviewed the information and qualifications and want to start advertising for the position. Alderman Nichole Gatewood made a motion to approve the stated qualifications and move forward with advertising for the office clerk position. Kyle Currie seconded the motion. All in favor.

E. Discussion and possible action on bid documents for Park 1 restroom/concession stand. Mayor Benestante presented the final drawings and bid documents for the Park 1 restroom/concession stand. Council discussed having Goodwin Lassiter Strong handle bid advertising with the understanding that local community newspaper would also have the publication and copies would be available at Coldspring City Hall. Alderman Kyle Currie made a motion for Goodwin Lassiter Strong to do the third party bid advertising, and the motion was seconded by Jessica Sewell. All in favor.

F. Briefing on FM 2025 collection system project. Mayor Benestante stated that he had met with Goodwin Lassiter Strong on the FM 2025 collection system project and that flagging had begun and the next step would be proposed drawings. Mayor Benestante stated that the Coldspring Inn was excited about the project and that he had also received a call about a potential new RV park that had interest as well.

G. Discussion and possible action on City Hall flooring. Mr. Benestante presented the quote received from the Carpet Connection. The flooring would be commercial grade and would be in the City Hall administrative office and the City Council meeting room. Alderman Dianne Griffith made a motion to accept the quote and to proceed with the new flooring and the motion was seconded by Alderman Jessica Sewell. All in favor.

H. Discussion and possible action on resolution of Marrs property complaint. Mayor Benestante stated that he had confirmed with the Marrs property complainant that the cleanup that had been done was satisfactory. Alderman Jessica Sewell made a motion to accept the resolution of the Marrs property and close the complaint. The motion was seconded by Alderman Dianne Griffith. All in favor.

I. Discussion and possible action on resolution of Vernon Bass property complaint. Mayor Benestante stated that he had confirmed that the Vernon Bass property had sufficient cleanup and was now satisfactory. Alderman Jessica Sewell made a motion to accept the resolution of the Marrs property and close the complaint. Alderman Kyle Currie seconded the motion. All in favor.

J. Discussion and possible action on Request for Proposal (RFP) for an administrative service firm to assist the City of Coldspring in obtaining funds and grants for future projects that will benefit the citizens of the city and promote economic growth as the City of Coldspring Request for Proposals. These services are being solicited to assist the City of Coldspring in its management and implementation of its allocation from the American Rescue Plan's Coronavirus Local Fiscal Recovery Fund and ancillary projects financed from the allocation. Mayor Benestante explained the need for the administrative services for the (RFP). Alderman Nichole Gatewood made a motion to proceed with the (RFP) for an administrative service firm to assist the City of Coldspring in obtaining funds and grants for future projects. The motion was seconded by alderman Dianne Griffith. All in favor.

## 9. NEW BUSINESS:

A. Discussion and possible action on interlocal agreement to provide meter readings in exchange for sewer service between San Jacinto Special Utility District and the City of Coldspring. City Council reviewed the interlocal agreement between the City and the San Jacinto Special Utility District to continue to provide sewer in exchange for meter readings for a new three-year term ending on August 31, 2025. Alderman Dianne Griffith made a motion to accept the agreement with the correction of one mis-spelled word. Alderman Jessica Sewell seconded the motion. All In favor.

B. Discussion and possible action accepting a 30-foot wide and 507.79-foot-long road easement at Eastex Environmental Lab from Sarah Brumley (see attachment). Mayor Benestante explained the Sarah Brumley easement. Alderman Kyle Currie made a motion for the City to accept the 30-foot wide and 507.79-foot-long road easement at Eastex Environmental Lab from Sarah Brumley. Alderman Jessica Sewell seconded this motion. All in favor.

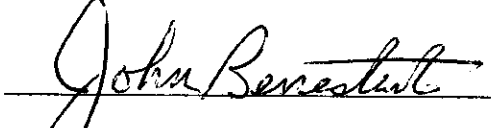
C. Briefing on lowering the speed limit in the City of Coldspring's city limits to thirty-five (35) mph. Mayor Benestante asked council for permission to seek a study from the Texas Department

of Transportation (TXDOT) on lowering the speed limit in the city limits of the City of Coldspring to 35 mph and for permission to put up stop signs at the exits of Brookshire Brother's Grocery Store and the local restaurant The HOP, in addition to no parking signs at the United Methodist Church along the shoulder of Highway 150 west. Dianne Griffith made a motion to send Mayor Benestante to meet with TXDOT. Alderman Nichole Gatewood seconded the motion, with Alderman Currie stating that the lowering of the speed limit would continue to be discussed after the study is completed by TXDOT.

D. Local business owner, Paul Shelton, to speak on grease samples taken from Paradise Grill. Mr. Paul Shelton addressed council stating that he had installed a new grease interceptor system at the cost of over \$10,000 in the last year and was receiving high grease trap level readings despite the new system replacing old septic tanks used for grease collection and consistently having his system pumped on a quarterly basis. Mr. Shelton stated that the grease samples should be taken out of the clean out and not out of the grease trap itself. He said he recently had a high reading despite the grease trap being cleaned out only three days before the sample was taken. After council discussion Mayor Benestante said he would personally go to each business that grease samples are being taken and have the Eastex Environmental team verify where the exact sample locations are being taken and confirm with the business owners. Mr. Shelton thanked the mayor and council for their time and efforts in hope that these efforts would get the samples taken correctly and avoid local businesses excessive costs for scheduling additional grease trap clean outs.

#### 10. ADJOURN

A motion to adjourn was made by alderman Jessica Sewell at 8:26 PM and was seconded by Kyle Currie. All in favor.

  
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Mayor John Benestante