

# HEWITT TEXAS

**MINUTES OF A CITY COUNCIL  
SPECIAL CALLED WORKSHOP & SPECIAL CALLED MEETING  
HEWITT CITY HALL – 200 PATRIOT COURT  
May 10, 2021 – 6:15/7:00 PM**

<b>Attendee Name</b>	<b>Title</b>	<b>Absent</b>	<b>Present</b>	<b>Arrived</b>
Charles D. Turner (presiding)	Mayor, Ward 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Wilbert "Walky" Wachtendorf	Mayor Pro Tem, Ward 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Bill Fuller	Council Member, Ward 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Bob Potter	Council Member, Ward 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6:38 PM
Michael S. Bancale	Council Member, At-Large	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Steve Fortenberry	Council Member, Ward 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Erica Bruce	Council Member, Ward 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Staff present:**

City Manager Bo Thomas  
City Secretary Lydia Lopez  
Fire Chief Lance Bracco  
Police Chief Jim Devlin  
Library Director Waynette Ditto  
General Services Director Scott Coleman  
Human Resources Manager Jessica Higgins  
City Engineer Miles Whitney  
City Attorney Mike Dixon (arrived at 6:47 PM)

**Note:** The meeting was live-streamed for view by the public on the City of Hewitt's website at <https://www.cityofhewitt.com/790/Hewitt-TX-TV>. Citizens could submit written comments to the City Secretary.

**WORKSHOP – 6:15 PM**

- 1. CALL MEETING TO ORDER.** Mayor Charlie Turner called the Workshop to order at 6:15 PM.
- 2. BRIEFING AND DISCUSSION CONCERNING CITY OF HEWITT STRATEGIC PLAN 2021-2026.**
  - **General Services – Drainage, Parks, and Streets** – Presented by General Services Director Scott Coleman
  - **Human Resources** – Presented by Human Resources Manager Jessica Higgins  
A salary survey was distributed to Council.

City Manager Bo Thomas stated this concluded staff presentations and at the next Council meeting there would be a presentation from Dan Jackson with Willdan Financial Services on a Water and Wastewater Study, and an item to discuss Council priorities on the preparation of the upcoming budget.

**MOTION TO ADJOURN WORKSHOP**

**MOTION:** Council Member Bill Fuller moved to adjourn the Workshop at 6:51 PM.

**SECOND:** Council Member Bob Potter

**AYES:** Fuller, Potter, Fortenberry, Bruce, Bancale, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

**SPECIAL CALLED MEETING – 7:00 PM**

1. **CALL MEETING TO ORDER.** Mayor Charlie Turner called the meeting to order at 7:00 PM. City Secretary Lydia Lopez polled the Council for attendance.  
**PRESENT:** Fuller, Bancale, Potter, Fortenberry, Bruce, Wachtendorf, and Turner  
**ABSENT:** None
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.** Mayor Charlie Turner led the Pledge of Allegiance.
3. **HEAR VISITORS ON MATTERS PERTAINING TO CITY BUSINESS.** Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda. **NOTE:** The public was offered the opportunity to submit written comments on items listed on the agenda or under the hear visitors. Mayor Charlie Turner inquired if any public comments were received. **City Secretary responded no public comment forms were submitted.**
4. **CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL WORKSHOP AND REGULAR MEETING OF APRIL 19, 2021.**  
**MOTION:** Council Member Michael Bancale moved approval of the minutes as presented but to allow for corrections.  
**SECOND:** Council Member Erica Bruce  
**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** None  
**MOTION PASSED.**
5. **Presentation of report from City Engineer Miles Whitney, P.E.**
  - **Update on pending utility projects.**
  - **Update on pending street projects.**
  - **Update on pending drainage projects.**General discussion was held concerning the agenda item requesting a Change Order on the 2020 - Ritchie Road Street Improvements; Phase 2 Project.

6. **CONSIDERATION AND ACTION ON APPOINTMENTS TO THE LIBRARY BOARD, PARKS & BEAUTIFICATION COMMITTEE, AND THE PLANNING & ZONING COMMISSION.** City Manager Bo Thomas presented the slate of applicants.

**1<sup>st</sup> Motion – Library Board**

**MOTION:** Council Member Michael Bancale moved to approve the appointment of Ryan Erck to fill an unexpired term ending December 2021.

**SECOND:** Council Member Steve Fortenberry

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

**2<sup>nd</sup> Motion – Parks & Beautification Committee**

**MOTION:** Council Member Steve Fortenberry moved to approve the appointments of Charles Hunter Edmundson with a term expiring in December 2022, and Shayla Wicks to fill an unexpired term ending December 2021.

**SECOND:** Council Member Michael Bancale

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

**3<sup>rd</sup> Motion – Planning & Zoning Commission**

**MOTION:** Council Member Bob Potter moved to approve the appointment of Dustin Crawford filling an unexpired term expiring in June 2023.

**SECOND:** Council Member Bill Fuller

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

7. **RATIFY THE EXPENDITURE OF \$1,731.84 FOR ADDITIONAL SUBGRADE WORK ON THE 2020 – RITCHIE ROAD STREET IMPROVEMENTS; PHASE 2 PROJECT, AND AUTHORIZE A CHANGE ORDER TO THE CONTRACT WITH WACO PAVING, INC., IN THE AMOUNT NOT TO EXCEED \$30,000.** City Engineer Miles Whitney presented.

**MOTION:** Council Member Steve Fortenberry moved to ratify the expenditure for additional subgrade work on the 2020 – Ritchie Road Street Improvements, Phase 2 Project, and moved to authorize a change order to the contract with Waco Paving, Inc., in an amount not to exceed \$30,000, for the 2020-Ritchie Road Street Improvements, Phase 2 Project.

**SECOND:** Council Member Bob Potter

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

8. **BRIEFING AND DISCUSSION CONCERNING CYBERSECURITY TRAINING MANDATED BY HOUSE BILL 3834.** City Manager Bo Thomas reminded the Council of the mandatory training required by HB 3834, and noted the deadline to complete was May 31, 2021. **No action required.**
9. **BRIEFING AND DISCUSSION CONCERNING FY 2021-2022 BUDGET CALENDAR.** City Manager Bo Thomas stated the FY 2021-2022 Budget Calendar was included in the packet setting the timeline for the upcoming budget. **No action was required.**
10. **BRIEFING AND DISCUSSION CONCERNING CORONAVIRUS (COVID-19) MEASURES, PROTOCOLS, AND MITIGATION EFFORTS.** City Manager Bo Thomas noted that staff would like to begin opening up park reservations. General discussion was held concerning liability, and restrictions and guidelines regarding protocols to do so safely. Discussion was also held concerning opening up the council meetings so citizens could address in the Council in person and how to do so safely. City Attorney Mike Dixon suggested Council continue to keep meetings closed as long as the Governor keeps the open meetings rules suspended. Council Member Michael Bancale requested an agenda item for the next meeting for discussion and action on opening up meeting.
11. **ELECTION PROCESS**
- a. Consideration and action on Ordinance No. 2021-06; Canvassing the returns and declaring the results of a Joint General and Special Charter Amendment Election held on May 1, 2021, to consider sixteen (16) amendments to the City Charter. Mayor Charlie Turner asked City Secretary Lydia Lopez to present the ordinance. The official canvass of the returns of the May 1, 2021 Special Charter Amendment Election are as follows:

PROPOSITION	FOR	AGAINST	TOTAL VOTES
1	319	67	386
2	339	46	385
3	303	82	385
4	364	24	388
5	345	40	385
6	332	52	384
7	343	42	385
8	269	116	385
9	323	61	384
10	319	62	381
11	313	66	379
12	323	53	376
13	317	58	375
14	320	55	375
15	312	62	374
16	314	58	372

**Total votes cast were 404. All 16 propositions set above are declared to have been approved by the voters.**

Council Member Steve Fortenberry commended the Charter Commission for their service.

**MOTION:** Council Member Wilbert “Walky” Wachtendorf moved to approve Ordinance No. 2021-06; canvassing the returns and declaring the results of the Joint General and Special Charter Amendment Election held on May 1, 2021.

**SECOND:** Council Member Michael Bancale

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

- b. Administer the oath of office and issue Certificates of Election to elected Council Members. City Secretary Lydia Lopez administered oath of office and issued Certificates of Election to the following: Michael Bancale, Erica Bruce, Bob Potter and Charlie Turner.

#### **EXECUTIVE SESSION**

The City Council shall convene in executive session pursuant to §551.074 of the Texas Government Code to deliberate the evaluation and appointment of officers (Councilpersons) to serve in the positions of MAYOR and MAYOR PRO TEM.

**MOTION:** Council Member Michael Bancale moved to close the Special Called Meeting and convene the Executive Session at 7:55 PM.

**SECOND:** Council Member Michael Bancale

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED**

**MOTION:** Council Member Bill Fuller moved to close the Executive Session and convene the Special Called Meeting at 8:09 PM.

**SECOND:** Council Member Bob Potter

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** None

**ABSENT:** None

**MOTION PASSED**

- c. Selection of Mayor and Mayor Pro Tem

Mayor Charlie Turner called for nominations for Mayor. Council Member Erica Bruce nominated Steve Fortenberry, and Council Member Wilbert “Walky” Wachtendorf nominated Michael Bancale.

➤ Discussion and action on the selection of Mayor.

Mayor Charlie Turner closed nominations. City Attorney Mike Dixon stated that the first motion should be on Council Member Steve Fortenberry and then, another

vote would be taken for the nomination of Council Member Michael Bancale, if needed.

**MOTION:** Council Member Erica Bruce moved to approve the Council Member Steve Fortenberry as Mayor.

**SECOND:** Council Member Bob Potter

**AYES:** Fuller, Potter, Bruce, and Turner

**NAYES:** Wachtendorf

**ABSTAINED:** Bancale, Fortenberry

**ABSENT:** None

**MOTION PASSED.**

Mayor Charlie Turner stated the motion to nominate Council Member Steve Fortenberry passed. He relinquished the chair to Mayor Steve Fortenberry.

Mayor Steve Fortenberry called for nominations for Mayor Pro Tem. Council Member Charlie Turner nominated Council Member Michael Bancale. Mayor Steve Fortenberry closed the nominations for Mayor Pro Tem.

➤ Discussion and action on the selection of Mayor Pro Tem.

**MOTION:** Council Member Charlie Turner moved to approve the Council Member Michael Bancale as Mayor Pro Tem.

**SECOND:** Council Member Wilbert “Walky” Wachtendorf

**AYES:** Fuller, Potter, Bruce, Wachtendorf, Turner, and Fortenberry

**NAYES:** None

**ABSTAINED:** Bancale

**ABSENT:** None

**MOTION PASSED.**

**12. ADJOURN.**

**MOTION:** Council Member Charlie Turner moved to adjourn the Regular meeting at 8:15 PM.

**SECOND:** Council Member Bill Fuller

**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

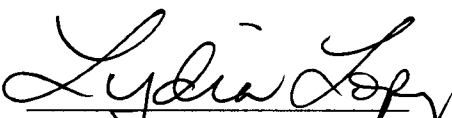
**NAYES:** None


**ABSENT:** None

**MOTION PASSED.**

Approved: 05-24-2021

ATTEST:

  
Lydia Lopez, City Secretary

  
Charles D. Turner, Mayor