

**CITY OF CHINA GROVE  
REGULAR MEETING  
MINUTES**

**DATE: September 7th, 2023  
TIME: 7:00 P.M.  
PLACE: 2412 FM 1516 S.**

**CALL TO ORDER**

The meeting was called to order at 7:00 pm by Mayor, Mary Ann Hajek. Members present at the meeting were Gail Beaver, Mayor Pro-Tem Larry Keller, Mark Dubay, and David Johnson. David Windhorst was absent.

**MINUTES**

- **Consider and act on** approval of the minutes of the City Council meeting/s held: **August 3rd, 2023-Regular Meeting.** David Johnson made a motion to approve the minutes. Mark Dubay seconded the motion. All voted in favor.

**STAFF REPORTS**

**Consider and possible action on:**

- Financial Report & Municipal Court: City Administrator/City Secretary
  - Financial Report and Municipal court report were read by Susan Conaway, there was a discussion on how to proceed with ssfcu maturing cd on Sept. 13, 2023.
- Police Department: Chief Ralph Sramek
  - *Chief Ralph Sramek gave a short brief of activity for the month and addressed the council to make them aware of a state police officer right to make an arrest of any crime they witness anywhere in the State of Texas. He also reminded the council of the Memorandum of Understanding (MOU) between China Grove PD. and San Antonio PD. which allows either agency to issue citations within 200 yards of each city's boundaries.*
- China Grove Fire & Rescue: Fire Chief Winfield
  - Chief Winfield reported a total of 28 calls for the month, 15 in the city limits, 11 in the county area & 2 Mutual Aid. The total number of EMS calls were 15, Acadian transported 7 from city and 4 from county area, 3 motor vehicle accident. Chief Winfield reported a probable Burn Ban for the City area considering dry conditions.
- Animal Control/Code Compliance:
  - Justin Torres reported on animal control and code compliance. He stated the coyote is still at large, trap set was not successful during this time.

**PFIA QUARTERLY REPORT 2nd Quarter 2023:** Council member & Public Funds Investment Officer, Mark Dubay submitted a Public Funds Investment report for the period ending June 30, 2023

**PUBLIC SERVICE ANNOUNCEMENT** The City secretary distributed flyers and made a public announcement regarding water pollution prevention methods- car washing on your property.

**CITIZENS TO BE HEARD**

This time is provided for citizens to address City Council on any issues and concerns. No City Council discussion or action can be taken if the item is not on the agenda. **Please limit your remarks to three (3) minutes and state your name and address for the record.**

- Frank Bennett addressed the council by giving his assessment of the city of China Grove by keeping a small-town atmosphere.
- Brandy Nunn was not present .

**OPEN PUBLIC HEARING 7:23pm**

- A. **Public Hearing to hear public comments on the Budget Proposed for Fiscal Year 2023-2024 FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF CHINA GROVE**

- **Hear Public Comments**

- Several residents spoke in favor of the proposed budget. There were no other comments.

**CLOSE PUBLIC HEARING** 7:54pm

**DISCUSSION/ACTION**

**A. Consider action on ORDINANCE NO. 23-0907-1 AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF CHINA GROVE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING ON SEPTEMBER 30, 2024; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE**

David Johnson made a motion to adopt ORDINANCE NO. 23-0907-1 to adopt a budget for Fy 2023-2024 of \$1,334,258. Larry Keller seconded the motion. The record vote is as follows:

David Johnson-For  
Gail Beaver -For  
Larry Keller -For  
Mark Dubay -For

The Motion passed.

**B. Consider action on ORDINANCE 23-0907-2 AN ORDINANCE OF THE CITY OF CHINA GROVE, TEXAS ADOPTING A TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF CHINA GROVE, TEXAS FOR THE 2022-2023 FISCAL YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF CHINA GROVE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING ON SEPTEMBER 30, 2023; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING MONIES TO PAY PRINCIPAL AND INTEREST ON CERTIFICATES OF OBLIGATION; PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT AND ESTABLISHING AN EFFECTIVE DATE**

Larry Keller made a motion to adopt ORDINANCE\_23-0907-2 setting the tax rate for 2023 at \$0.206792 per \$100 of value for Maintenance and Operations and \$0 for debt. Gail Beaver seconded the motion. The record vote is as follows:

David Johnson-For  
Gail Beaver -For  
Larry Keller -For  
Mark Dubay -For

The Motion passed.

**C. Consider action to affirm the hiring of Erika Rojas for the position of Court Clerk, China Grove Municipal Court.**

David Johnson made a motion to affirm the hiring of Erika Rojas. Larry Keller seconded the motion. All voted in favor, motion passed.

**D. Consider action to affirm the hiring of Melinda Saucedo for position of City Secretary City of China Grove.**

Mark Dubay made a motion to affirm the hiring of Melinda Saucedo. David Johnson seconded the motion. All voted in favor, motion passed.

**E. Consider action to affirm the hiring of Dayanara Gutierrez for position of Deputy Court Clerk, China Grove Municipal Court**

Mark Dubay made a motion to affirm the hiring of Dayanara Gutierrez. Larry Keller seconded the motion. All voted in favor, motion passed.

**F. Consider action to amend vacation policy from 32-hour week to 40-hour Week.**

Mark Dubay made a motion to amend the 32-hour week to a 40-hour week effective October 1<sup>st</sup>, 2023. Gail Beaver seconded the motion. All voted in favor, motion passed.

**G. Consider action to authorize Mayor to enter/renew Agreement with i3 Verticals, LLC. To continue NET Data Applications, i-Ticket and GHS Collections for a term of 5 years. The current agreement expires at the end of September.**

After some discussion David Johnson made a motion to authorize the mayor to enter/renew Agreement with i3 Verticals, LLC. Mark Dubay seconded the motion. All voted in favor, motion passed.

**ANNOUNCEMENTS MAYOR/COUNCIL/STAFF-COMMENTS OR STATEMENTS**

**A.** Mayor/Council

-Mayor Mary Ann Hajek discussed Meals on Wheels organization is looking for volunteers.

**B.** Chief of Police

**C.** Fire Chief

**D.** City Secretary/Administrator

**ADJOURN**

Mark Dubay made a motion to adjourn the meeting. Gail Beaver seconded the motion. All voted in favor.

*Mary Ann Hajek*

Mayor