

Notice of a Special Meeting Minutes
CITY OF BEVIL OAKS, TEXAS

February 19, 2026

1. **Call to Order @ 4:30**
2. **Pledge of Allegiance/Invocation given by Councilman Merendino**
3. **Roll Call-** All present but Councilman Clayton
4. **Conflict of Interest Statement-** *None*
5. **Citizen Comments-** *None*
6. **Review/Approve Consent Items-** **M/M/2C-** Councilman Mannette/Councilman Merendino-*Approved*
 - a. **Financial Reports for City of Bevil Oaks**
 - b. **Financial Reports for Public Works**
 - c. **Utility Innovations Report**
 - d. **Previous Meeting Minutes**
7. **Review/Approve Action Items**
 - a. **Consideration/Discussion/Approval** of resolution authorizing the Mayor to use the City issued credit card for in-store purchases for community events. *Presented by Mayor Mitchell M/M/2/C-* Councilman Mannette/Councilman Merendino-*Approved*
 - **Councilman Wright-** States that he agrees with taking this step to keep the City from having to reimburse people with checks. He also states that the receipts for those charges need to be available when the payment is made. States that the Council did have the credit card statements with their packets for review before. States that when the payment is made for the credit card, that there are two people that sign the check and review the receipts attached.
 - **Councilman Merendino-** States that he would also like to include purchases made at Ritter and places of that nature.
 - **Mayor Mitchell-** States that we have accounts at those places, so the credit card is not being used there. States that the purchases made with the credit card will be based on budgeted items so if something is needed, then the Council will see that.
 - **Councilman Merendino-** States that he may be the one that has to go get material since the City no longer has Charley. States that he needs to be added to the City's account at those places such as Ritter.
 - b. **Consideration/Discussion/Approval** of hiring Marino CPA to be the City's new auditing firm. *Presented by Mayor Mitchell M/M/2/C-* Councilman Merendino/Councilman Thibodeaux
 - **Councilman Wright-** Asks what we know about this auditor.
 - **Mayor Mitchell-** States that they do the audit for the City of China. He is also recommended by Edgar, Kiker & Cross.
 - **Councilman Wright-** Asks if there is a conflict of interest between the auditor and anyone on Council?

- **Mayor Mitchell-** No. Switching to this auditor will also cut our expenses in half.
 - **Councilman Wright-** How much is their fee.
 - **Councilman Thibodeaux-** Not to exceed \$12,000.
 - **Mayor Mitchell-** States that we are currently paying \$22,000.
 - **Councilman Wright-** States that he feels like the last auditor was just a rubber stamp. States that the City needs to be looked at more thoroughly.
- c. **Consideration/Discussion/Approval** of resolution changing the day of the week and the time of the City Council meeting. *Presented by Councilman Merendino. M/M/2/C- Councilman Mannette/Councilman Merendino-*
Approved changing the time of the Council meeting from 6:00p.m. to 4:00p.m. on the 3rd Thursday of the month
- **Councilman Merendino-** States that we have been doing this at 6:30 in the evening and it put a hardship on our office staff. States that we were doing it later so that we could let the people come and voice their concerns, but over the past couple of years, we haven't had any participation.
 - **Councilman Mannette-** States that in the last year, we may have had a maximum of 2 to 3 people.
 - **Councilman Merendino-** States that the City of Beaumont does theirs at 2. States that it would save the employees from getting home so late.
 - **Mayor Mitchell-** States that it would also be less over time if the meeting was earlier as well.
 - **Councilman Merendino-** States that it would save the Council time as well.
 - **Councilman Mannette-** Suggests doing the meeting at 4 or 4:30.
 - **Councilman Wright-** States that he would be fine with it staying on Thursdays. It doesn't matter what time. States that if the day of the week is changed, that he would miss more meetings due to baseball games that he attends.
 - **Councilman Merendino-** Asks if 4 p.m. on Thursdays would work for everyone?
 - **Councilman Thibodeaux-** States that he would love for it to be changed to 4.
 - **Councilman Merendino-** States that if the time changes, it will have to be changed with TML.
- d. **Consideration/Discussion/Approval** of making items surplus. *Presented by Mayor Mitchell M/M/2/C- Councilman Merendino/Councilman Mannette-*
Approved getting rid of the surplus items whether it be bidding the items out, trashing them or letting them go on a first come first serve basis.
- **Councilman Wright-** Suggests to Councilman Thibodeaux that he uses the bid system that was used last time the City got rid of surplus items.
 - **Mayor Mitchell-** States that she thought that the City would just be disposing of the surplus items since they are below the threshold.

- **Sabrenna Crain-** Suggests that the City attempts to get rid of the surplus items at the upcoming garage sale.
 - **Mayor Mitchell-** States that the City will put the items in the upcoming garage sale.
 - **Sabrenna Crain-** Asks if the Council was going to put a dollar amount on any of the items?
 - **Councilman Merendino-** States that he thinks it would be a waste of time to put a dollar amount on the items.
 - **Councilman Thibodeaux-** Asks where the items would be sold and who will have the responsibility?
 - **Sabrenna Crain-** Suggests that the items be left at the Event Center instead of moving everything.
 - **Councilman Mannette-** Asks what the date is for the garage sale?
 - **Councilman Thibodeaux-** The garage sale is May 2nd.
 - **Councilman Merendino-** Suggests just letting people come get it on a first come first serve basis.
- e. **Consideration/Discussion/Approval** of filling the vacant Ward 2 seat.
Presented by Councilman Merendino M/M/2/C- Councilman Merendino/Councilman Mannette- **Approved filling the vacant seat for Ward 2 Council Person.**
- **Councilman Wright-** Asks if the process for filling the seat would be to post it and have volunteers sign up then the Council would select someone at the next meeting?
 - **Mayor Mitchell-** Yes.
 - **Councilman Wright-** That notice would go out tomorrow?
 - **Sabrenna Crain-** States that she wouldn't be able to get the notice out tomorrow, it would have to be next week.
 - **Councilman Merendino-** Asks resident Don Smith if he needs to say anything?
 - **Don Smith-** States that he would volunteer. States that he has a lot of previous participation as the Mayor and Council member.
 - **Councilman Wright-** Asks how long the application period would be?
 - **Mayor Mitchell-** Up to the next meeting.
 - **Councilman Wright-** Asks if that is an actual vote?
 - **Councilman Merendino-** Yes. States that someone on the Council will nominate someone and then the Council will vote on that person.
 - **Councilman Wright-** If there are several candidates, and the Council votes to approve the first person nominated, do the other candidates get voted on as well?
 - **Mayor Mitchell-** It will be a majority vote.
 - **Ben Collins (current justice of the peace for pct 1) came to make a presentation about his re-election**
 - States that he is the justice of the peace currently for Bevil Oaks. States that he has been the justice of the peace for the past 7 years. States that

he is probably one of the most active justice of the peace. Goes over his history in office.

8. Discussion

a. Discussion of quote received for IT services for the City.

- **Councilman Thibodeaux-** States that for the last 3 years, the City has been signing a check for the current I.T. contractor. States that each time he has signed a check, he has asked what services we have received. States that he thinks that the City pays too much for the small amount of services that are received from the current I.T. contractor. States that he does know the guy that owns the company from the quote the Council received. States that he has been to the office before and looked at some of our software to try and help with some issues that Sabrenna was having. States that he came up with a program that would save Sabrenna a lot of time. States that his retainer fee is half of what the City is paying for the current I.T. services.
- **Councilman Merendino-** Asks what the current retainer fee is?
- **Mayor Mitchell-** \$690. States that she would like to talk to the current I.T. contractor to see if we could get the fees lowered. States that she would like to talk to the contractor that gave the quote to see what the out of scope service fees would be.
- **Councilman Mannette-** Asks when the contract with the current I.T. contractor ends?
- **Mayor Mitchell-** States that it is basically a month to month contract. States that the contract was a six month contract that was signed when Barbara was the Mayor. States that it is currently month to month. States that she doesn't want to cancel the current contract without giving him a chance.
- **Councilman Thibodeaux-** So he has been the I.T. guy since Barbara was Mayor?
- **Sabrenna Crain-** Yes. He has been our I.T. person since 2022.
- **Councilman Wright-** Where else does he work.
- **Mayor Mitchell-** States that he is an independent contractor.
- **Sabrenna Crain-** He is the I.T. guy for SETRPC (SouthEastTexasRegionalPlanningCommission).
- **Sabrenna Crain-** States that it takes a while for him to do stuff sometimes.
- **Councilman Wright-** States that he doesn't know much about I.T., but he isn't sure what services we get for the cost that we pay. So he isn't sure what the City would be getting for the quoted \$300 vs. the current \$700.
- **Councilman Thibodeaux-** States that we don't know what we get with the current contractor that we pay either.
- **Councilman Wright-** States that he is curious to know if we could get him to help with some of the current issues we are having with the technical side of inputting the senior citizen discount.

- **Mayor Mitchell-** States that it would be outside of the quoted \$300 for the new contractor to do something like that.
- **Councilman Wright-** Would it be outside of our current I.T. contractor's pay?
- **Mayor Mitchell-** States that she isn't sure because we haven't asked him to do it.
- **Councilman Thibodeaux-** States that there isn't a history for that work being done. States that the one ask that we have asked of the quoted contractor, he delivered in a timely fashion.
- **Mayor Mitchell-** States that we need to get with Sabrenna and see what the I.T. service needs are for the City then get with Jeremy and this quoted contractor to see what the cost would be for each of them to provide that service and go from there.
- **Councilman Thibodeaux-** States that if we did go with this quoted contractor, that it would save around \$5,000 a year. States that this has been let go for a long time.
- **Mayor Mitchell-** States that we do have a resolution that states that we are supposed to go over every contract every year.

9. Reports

- Mayor Mitchell- No Report**
- Councilman Clayton- Not Present**
- Councilman Mannette-** States that the cameras have been installed at the lift stations, water plant and sewer plant. States that the license plate readers are also installed. States that the poles for signs that were on the palleted behind the Civic Center got moved to the Sewer plant and put on a pallet. States that signs still need to be installed at 105 and Riverbend. States that we are waiting on the proper poles and mounts. States that the enter and exit signs for City Hall need to be installed.
 - **Councilman Merendino-** States that we have to cut one of the poles in half to get the signs installed at City Hall.
 - **Councilman Mannette-** States that the Council needs to lead by example and not parking in the handicap parking spot at City Hall.
 - **Mayor Mitchell-** States that she would like to volunteer Councilman Mannette to take responsibility for the cameras.
 - **Councilman Mannette-** States that he will have to get with the I.T. guy for the cameras and get with Charlie to see what needs to be done.
 - **Councilman Merendino-** After the 30 trial for the license plate readers, what happens?
 - **Councilman Mannette-** The Council decides whether or not they want to purchase them.
 - **Councilman Merendino-** States that since we bought the camera system to be able to expand, he would like to have a camera installed at the park that way if we do put in a restroom at the park, we will already have a camera installed.
 - **Councilman Thibodeaux-** States that we do already have a camera that we can put at the park. We have the reolink camera that was installed at

the sewer plant that we can put at the fire station. We have already gotten permission from the Chief.

- d. **Councilman Thibodeaux-** States that they had a good first meeting for the 250 July 4th meeting. States that the next meeting will be on the 23rd. States that there were several volunteers for the event. States that he and Charlie were talking about the signs that post the speed limit. States they would go on the sign with the current speed limit sign on Sweetgum. The signs that he is looking at will also collect data for the use of the road. States that he will have a full proposal at the next Council meeting.
- e. **Councilman Wright-** States that there have been a number of water leaks. States that there was a sewer leak on Moss Hill. States that the gas company centerpunched the City's sewer line. States that the gas company will be paying for that.
- f. **Councilman Mannette-** States that we did pothole repair and there was quite a bit of material left. States that we go as long as we can go because it costs us money. States that the County used to take the excess material back so he got them to started getting them to dump it here so that we could repair potholes as they come up. States that he is talking to the Commissioner about road work done. States that the road work that we had done last year was done with rock that the City already had. States that we do have franchise fees that help with those road repair costs.

10. Adjourn Meeting @ 5:34 p.m. M/M/2/C- Councilman Mannette/Councilman Merendino



Mayor Cheri Mitchell

Attest:


City Secretary, Jeff Thibodeaux

Approved this 17th day of August 2026.