

THE CITY OF WOODBRANCH VILLAGE
SPECIAL MEETING, PUBLIC HEARING & REGULAR MEETING MINUTES
AUGUST 29, 2019

The City of Woodbranch Village council met in a special meeting, public hearing and regular meeting at 7:00 p.m., Thursday, August 29, 2019, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The special meeting, public hearing and regular meeting were called to order at 7:00 p.m. by Mayor Vera Craig. Roll call showed as being present Councilman Scott Essmeier, Councilman Larry Beaird, Councilman Mark Kroll, Mayor Vera Craig, Councilman Brent Purser and Councilman Clay Dean. City Attorney Leonard Schneider was not in attendance. City Secretary Charlotte Smith was present to take the minutes of the meeting. Mayor Vera Craig led the meeting with a prayer, followed by the pledge of allegiance to the flag.

SPECIAL MEETING (7:00 P.M.)

The special meeting was opened at 7:00 p.m.

#5. PUBLIC HEARING (7:00 P.M.)

The public hearing was opened at 7:00 p.m.

#6. Consideration and discussion of the Proposed 2019-2020 Budget

City Secretary Charlotte Smith read the proposed 2019-2020 Budget aloud. No public comments were made.

#7. Close Public Hearing

The public hearing was closed at 7:03 p.m.

REGULAR MEETING (7:03 P.M.)

#8. Open Regular Meeting

The regular meeting was opened to order at 7:03 p.m.

#9. Call to order

The regular meeting was called to order at 7:03 p.m. by Mayor Vera Craig. Roll call showed as being present Councilman Scott Essmeier, Councilman Larry Beaird, Councilman Mark Kroll, Mayor Vera Craig, Councilman Brent Purser and Councilman Clay Dean. City Attorney Leonard Schneider was not in attendance. City Secretary Charlotte Smith was present to take the minutes of the meeting.

#10. Roll Call

#11. Sign in Sheet

No names appeared on the sign in sheet.

#12. CONSENT AGENDA

#13. Approve Minutes from the July 25, 2019 – Regular Meeting

Copies of the minutes are on file in the City Secretary's office.

#14. Approve Minutes from the August 8, 2019 – Special Meeting and Workshop

Copies of the minutes are on file in the City Secretary's office.

#15. Approve Financial Statement General Fund – July 2019

Copies of this statement are on file in the City Secretary's office.

#16. Approve Financial Statement Water & Sewer Fund – July 2019

Copies of this statement are on file in the City Secretary's office.

#17. Approve Financial Statement Debt Service – July 2019

Copies of this statement are on file in the City Secretary's office.

#18. Approve Bills for the General Fund – August 2019

Copies of the bills are on file in the City Secretary's office.

#19. Approve Bills for the Water & Sewer Fund – August 2019

Copies of the bills are on file in the City Secretary's office.

#20. Approve Bills for the Debt Service Fund – August 2019

Copies of the bills are on file in the City Secretary's office.

#21. Approve the Ground Storage Progress Report – July 2019

Copies of this report are on file in the City Secretary's office.

#22. Approve the Court Activity Report – July 2019

Copies of this report are on file in the City Secretary's office.

#23. Approve the Police Activity Report – July 2019

Copies of this report are on file in the City Secretary's office.

#24. Road & Ditch, Bureau Veritas & Storm Water Management Report – July 2019

Copies of these reports are on file in the City Secretary's office.

Councilman Clay Dean had questions regarding the progress of the ground storage project since the contracts had been awarded. City Secretary Charlotte Smith reported sending documents, requiring the mayor signature to the engineer's office and publishing the project on the website. Mayor Vera Craig reported all paperwork was with the Texas Water Development Board and they know we are waiting for a response and she feels the engineer is on top of things.

Councilman Mark Kroll had questions regarding the drainage in Lilliput Farms and asked if there was a hydraulic study performed. City Secretary Charlotte Smith stated she thought there had been and the city was in the process of making arrangements for a meeting with the City Attorney, engineers from both Lilliput and the City, the Mayor and the developer to discuss drainage issues. She also reported hearing concerns from residents near the project and understood the engineer from Lilliput was meeting with them and that it appeared the developer was making every effort to address any concerns. Councilman Mark Kroll stated the water should sheet flow to the south. Councilman Scott Essmeier stated he also had residents express concerns and would like to be involved with any meeting that might take place.

The motion to approve items 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23 and 24 was made by Councilman Mark Kroll. The motion was seconded by Councilman Scott Essmeier, motion carried.

#25. Operator's Report – July 2019

Councilman Mark Kroll had questions regarding boring under the roads for the purpose of water leak repairs.

Councilman Clay Dean had questions regarding the delinquent and arrears list.

Councilman Scott Essmeier had questions regarding the meter installation program for new construction and/or sewer taps so that we don't have the same situation we had with 23 Sweet Gum.

Copies of this report are on file in the City Secretary's office. The motion to approve the report, as submitted, was made by Councilman Clay Dean. The motion was seconded by Councilman Scott Essmeier, motion carried.

#26. Consider and approve Ordinance 284-2019 – an ordinance making appropriations for the support of the City of Woodbranch Village, appropriations of money for a debt service fund and adopting the proposed budget for the City of Woodbranch Village, Texas fiscal year beginning October 1, 2019 and ending September 30, 2020

The motion to approve the ordinance was made by Councilman Clay Dean. The motion was seconded by Councilman Larry Beard, motion carried

#27. Consider, discuss and/or take possible action to ratify the tax revenue increase of \$19,752.00 reflected in the adopted the 2019-2020 budget

Mayor Vera Craig called for a roll call vote for the ratification of the tax revenue increase. All for the ratification of the tax revenue were Councilman Scott Essmeier, Councilman Larry Beard, Councilman Mark Kroll, Councilman Brent Purser and Councilman Clay Dean.

#28. Consider, discuss and/or take possible action on how to proceed with 31 Woodbranch Drive for excessive water usage, not being connected to water since January 2019 and illegal sewer usage – (Councilman Clay Dean)

The motion to file a lien, against the owner of 31 Woodbranch Drive, was made by Councilman Clay Dean. The motion was seconded by Councilman Scott Essmeier, motion carried

#29. Consider, discuss and/or take possible action on obtaining the services of Jackie Sherrouse to clean the meeting room, kitchen, patrol, city hall, municipal court and police department offices, twice monthly for \$200.00 (Councilman Clay Dean).

No action was taken on this item.

#30. Consider, discuss and/or take possible action on the records disposition log submitted by the Records Management Officer for the destruction of records for the Municipal Court in accordance with Ordinance 276-2018

The motion to approve the disposition log submitted was made by Councilman Scott Essmeier. The motion was seconded by Councilman Larry Beard, motion carried.

#31. Consider, discuss and/or take possible action on the adoption of Ordinance 285-2019 – an ordinance of the City of Woodbranch Village, Texas (“City”), amending Ordinance 242 by amending Sections 3 & 5 of said ordinance, savings clause, and effective date – (Vera Craig, Mayor)

The motion to adopt the ordinance was made by Councilman Mark Kroll. The motion was seconded by Councilman Clay Dean, motion carried.

#32. Consider, discuss and/or approve Resolution 0829-2019 – A resolution of the City of Woodbranch Village, Texas authorizing the submission of an application to the Texas General Land Office (GLO) related to Hurricane Harvey disaster recovery efforts in response to the severe storm and flooding events from August 24, 2017 through August 29, 2017 under FEMA Disaster Declaration No. 4332 (DR-4332); and authorizing the Mayor and City Administrator to act as the City’s Executive Officer(s) and Authorized Representative in all matters pertaining to the City’s participation in the Texas Community Development Block Grant – Disaster Recovery Program

The motion to approve the resolution was made by Councilman Clay Dean. The motion was seconded by Councilman Mark Kroll, motion carried.

#33. Consider, discuss and/or approve Resolution 0829-2019 - A – the submission of a nominee to the Montgomery Central Appraisal District’s Board of Directors

No action was taken on this item.

#34. Consider, discuss and/or take possible action on nuisance and abatement enforcement – (Councilman Clay Dean)

No action was taken on this item.

#35. Item of Community Interest - (Hear announcements concerning items of community interest from the Mayor, Councilmembers and City Staff for which no action will be discussed or taken.)

Councilman Dean announced the adoption of HB2840 which addresses audience participation in open meetings to allow for discussion on agenda items and further stated the Mayor and Council would be working on the protocol for allowing such participation.

James Jackson – a resident that gave compliments on the changes made in the meeting room and to the council table. Mr. Jackson requested the signage, making the public aware of the regular meetings, be put out to remind people of the meetings. City Secretary, Charlotte Smith stated the signage was put out the day of the meeting when the officer, responsible for that task, came in for his shift after 12 p.m. Mr. Jackson stated he was not aware and stated he appreciated the signs.

Councilman Scott Essmeier stated a resident in Lilliput Farms has placed a gate across the pipeline and asked that it be properly investigated.

No announcements were made.

#36. Adjourn

The motion to adjourn the meeting at 7:47 p.m. was made by Councilman Scott Essmeier. The motion was seconded by Councilman Mark Kroll, motion carried.