

THE CITY OF WOODBRANCH VILLAGE  
SPECIAL MEETING  
JULY 20, 2023

The City of Woodbranch Village council met in a special meeting at 7:10 p.m., Thursday, July 20, 2023, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The special meeting was called to order at 7:10 p.m. by Mayor Mike Tyson. Roll call showed as being present Councilman Scottie Pouncey, Councilwoman Trisha Marie Cranney, Mayor Mike Tyson, City Attorney, Leonard Schneider, Councilwoman Nancy Mulhern and Councilwoman Carey Porter. Councilman Mark Kroll was not in attendance. City Administrator Charlotte Smith and City Secretary Geenie Jensen were present to take the minutes of the meeting. Councilwoman Mulhern 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 7:10 p.m.

#4. Sign In Sheet

No names appeared on the sign in sheet.

CONSENT AGENDA

#5. Approve Minutes from the June 22, 2023 – Regular Meeting

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

#6. Approve Financial Statement General Fund – June 2023

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

#7. Approve Financial Statement Water & Sewer Fund – June 2023

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

#8. Approve Financial Statement Debt Service – June 2023

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

#9. Approve Bills for the General Fund – July 2023

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

#10. Approve Bills for the Water & Sewer Fund – July 2023

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

#11. Approve Bills for the Debt Service Fund – July 2023

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

#12. Approve the Court Activity Report – June 2023

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

#13. Road & Ditch and Storm Water Management Report – June 2023

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

#14. Approve the Building Permit Activity Report – June 2023

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

The motion to approve items 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 was made by Councilman Pouncey. The motion was seconded by Councilwoman Cranney, motion carried.

**COUNCIL TO CONSIDER, DISCUSS, AMEND, ACTION, AND/OR APPROVE MONTHLY REPORT FROM THE FOLLOWING:**

- Approve the Police Activity Report – June 2023  
Copies of this report are on file in the City Secretary's office. The motion to approve the report was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.
- Operator's Report – June 2023  
The motion to approve the report was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.

After delivering the operator's report Harley Permenter reported a BAC T sample, for March 2023, missed submission to the state while Inframark was changing labs. The state is aware of it and Inframark will be sending out a letter to residents in the next billing cycle.

He also announced the Vice President over MUDs, Todd Burrer would like to be on the agenda for the next meeting of council to discuss the best way to proceed, going forward, to improve their working relationship with the city.

#15. Pamela Bruce property owner requesting to speak regarding the deed restriction Section 4  
No action was taken on this item.

#16. Consider, discuss, and/or take possible action on the building permit application submitted by the owner of 244 Tall Timbers for the construction of a metal accessory building and to determine if it is allowable according to the deed restrictions for Section 4 (Mike Tyson, Mayor)  
No action was taken on this item.

#17. Consider, discuss, and/or take possible action on the preliminary, and final plat, submitted for the property located at 25-C North Pines (Mike Tyson, Mayor)  
The motion to approve the plats, contingent on the final review, was made by Councilwoman Cranney. The motion was seconded by Councilman Pouncey, motion carried.

#18. Consider and accept excess collections for 2022 Debt Service and Certification for Debt Service Collection Rate for 2023/2024 (Mike Tyson, Mayor)  
The motion to accept the excess collection for 2022 was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.

#19. Consider, discuss and/or take possible action on Ordinance 323-2023 – an ordinance calling for an election to be held Tuesday, November 7, 2023 for the following positions to be open; Mayor, Council Position 1 & 3 (Mike Tyson, Mayor)  
The motion to adopt the ordinance was made by Councilman Pouncey. The motion was seconded by Councilwoman Cranney, motion carried.

#20. Consider, discuss and/or take possible action on the Agreement for Technical Services submitted by Strand Associates, Inc. (Mike Tyson, Mayor)  
The motion to approve the agreement was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.

#21. Consider and approve the Joint Election Agreement for the November 7, 2023 Election (Mike Tyson, Mayor)  
The motion to approve the agreement was made by Councilwoman Cranney. The motion was seconded by Councilman Pouncey, motion carried.

#22. Consider and approve the Election Services Agreement for the November 7, 2023 Election (Mike Tyson, Mayor)  
The motion to approve the agreement was made by Councilwoman Cranney. The motion was seconded by Councilman Pouncey, motion carried.

#23. Consider and approve Resolution 0720-2023 - a resolution approving the 2024 Montgomery County Emergency Communication District Operating Budget (Mike Tyson, Mayor)

The motion to approve the resolution was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.

#24. Consider and approve the submission of a nominee to the Montgomery County Emergency Communication District Board of Managers (Mike Tyson, Mayor)

The motion to nominate Paul Virgadamo was made by Councilwoman Porter. The motion was seconded by Councilman Pouncey, motion carried.

#25. Consider, discuss and/or take possible action on the proposed amendment to the original contract with Bureau Veritas, signed on August 20, 2013, to add a scope of services and fee schedule for fire services inspections (Mike Tyson, Mayor)

The motion to approve the amendment was made by Councilman Pouncey. The motion was seconded by Councilwoman Mulhern, motion carried.

#26. Consider, discuss and/or take possible action on Ordinance 324-2023 – amending Ordinance 304-3021 - by amending the fee schedule for permits required for certain International Codes and National Electrical Codes for the regulation of building providing for the enforcement of the codes; providing for fee; providing for severability; repealing all other ordinance or parts of ordinances inconsistent or in conflict herewith; penalties for violations thereof and providing for other provisions (Mike Tyson, Mayor)

The motion to adopt the ordinance was made by Councilwoman Porter. The motion was seconded by Councilman Pouncey, motion carried.

#27. Consider, discuss and/or take possible action on the request for an extension to permit #1905, submitted by Anglia Homes, for the construction of a new home at 250 Gallant Fox Way (Mike Tyson, Mayor)

The motion to approve a 30-day extension was made by Councilman Pouncey. The motion was seconded by Councilwoman Cranney, motion carried

#28. Consider, discuss and/or take possible action on the letter of resignation submitted by sitting Municipal Court Judge, Amanda Webb (Mike Tyson, Mayor)

The motion to go in to Closed Executive Session in Accordance with the Open Meetings Act TEX. GOV'T CODE 551.074 -- to deliberate the appointment, employment, evaluation, reassignment, duties, discipline and or dismissal of a public officer or employee; to discuss the resignation was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried. Council went in to closed session at 8:00 p.m.

Reconvene and take possible action

Council reconvened in to open session at 8:10 p.m. The motion to table this item was made by Councilwoman Porter. The motion was seconded by Councilwoman Mulhern, motion carried.

#29. Consider, discuss and/or take possible action on to appoint a Municipal Court to complete Judge, Amanda Webb's term (Mike Tyson, Mayor)

The motion to table this item was made by Councilwoman Porter. The motion was seconded by Councilwoman Mulhern, motion carried.

#30. Closed Executive Session in Accordance with the Open Meetings Act TEX. GOV'T CODE 551.074 -- to deliberate the appointment, employment, evaluation, reassignment, duties, discipline and or dismissal of a public officer or employee; status of the police department Reserve Officer Gage D. Richey and the status of the police  
Council went in to closed session at 8:12 p.m.

#31. Reconvene and take possible action

Council reconvened in to open session at 8:43 p.m. The motion to determine Reserve Officer Gage D. Richey's position abandoned and terminated was made by Councilwoman Cranney. The motion was seconded by Councilman Pouncey, motion carried.

#32. Items 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.)

Mayor Tyson announced that the generator at the water well was online and the project has been completed.

No announcements were made.

#33. Adjourn

The motion to adjourn the meeting at 8:53 p.m. was made by Councilman Pouncey. The motion was seconded by Councilwoman Porter, motion carried.