

THE CITY OF WOODBRANCH VILLAGE
REGULAR MEETING MINUTES
JANUARY 24, 2019

The City of Woodbranch Village council met in a regular meeting beginning at 7:00 p.m., Thursday, January 24, 2019, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The meeting was called to order at 7:00 p.m. Roll Call showed as being present Councilman Scott Essmeier, Councilman Larry Beard, Councilman Mark Kroll, City Attorney Leonard Schneider, Councilman Brent Purser and Councilman Clay Dean. Mayor Vera Craig was not in attendance. City Secretary Charlotte Smith was present to take the minutes of the meeting. Councilman Larry Beard led the meeting with a prayer, followed by the pledge of allegiance to the flag.

REGULAR MEETING (7:00 P.M.)

#5. Sign in Sheet and Resident Comments

No names were on the sign in sheet.

#6. CONSENT AGENDA

#6a. Approve Minutes from the December 20, 2018 – Regular Meeting

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

#6b. Approve Minutes from the January 17, 2019 – Special Meeting

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

#6c. Approve Financial Statement General Fund – December 2018

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

#6d. Approve Financial Statement Water & Sewer Fund – December 2018

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

#6e. Approve Financial Statement Debt Service – December 2018

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

#6f. Approve Bills for the General Fund – January 2019

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

#6g. Approve Bills for the Water & Sewer Fund – January 2019

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

#6h. Approve Bills for the Debt Service Fund – January 2019

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

#6i. Approve the Ground Storage Progress Report – December 2018

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

#6j. Road & Ditch, Bureau Veritas & Storm Water Management Report – December 2018

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

The motion to approve items 6a, 6b, 6c, 6d, 6e, 6f, 6g, 6h, 6i and 6j was made by Councilman Mark Kroll. The motion was seconded by Councilman Larry Beard, motion carried.

#7. Approve Operator's Report – December 2018

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 Brent Purser. The motion was seconded by Councilman Clay Dean, motion carried.

Hector Ortiz reported the blower, at the sewer treatment plant, is scheduled to be installed the Tuesday after the council

meeting and the second blower is leaking oil at the seals. The seals need to be redone. They will get a quote and send it to the City Secretary.

Councilman Essmeier asked if the arrears list of accounts, mentioned at the November meeting, was complete. He stated that he was interested in accounts 60 days past due and above \$200.00. Mr. Ortiz said he would work on it.

Councilman Essmeier also asked for the status of a comprehensive overview of the city's facilities to get ahead of the repairs needed. Mr. Ortiz said he would work on it and also stated that the old infrastructure may need some help.

Mr. Ortiz mentioned 23 Sweet Gum had not been billed for water since they connected in 2016. He stated the billing department was working on month to month balance for billing.

Dan Sadler presented Mayor and Council with a bid for the replacement of the aeration basin blower. The motion to approve the bid submitted was made by Councilman Clay Dean. The motion was seconded by Councilman Brent Purser, motion carried.

Mr. Sadler also reported the meter at Well #1 has been installed and the blower, at the equalization basin, has been installed.

#8. Michael Barrett – resident would like to discuss the trash from Anglia homes job sites

Mr. Barrett first thanked Mayor and Council for immediately addressing his last complaint regarding the maintenance of the construction site pig pens. He reported Anglia homes cleaned up debris throughout Lilliput Farms, with exception of some debris left in the culvert at 501 Roman Forest Blvd.

Mr. Barrett lodged another complaint regarding construction debris on the roads. Screws left in the road have caused several tires to be damaged. Mr. Barrett also complained the representative of Anglia was very rude and belligerent towards him.

Mr. Barrett proposed dumpster requirements for new construction. Mr. Barrett also recommended the removal of plywood on the bulkheads, on new driveways, to improve drainage.

No action was taken on this item.

#9. Consider, discuss and/or take possible action on the removal of the metal poles at the Woodbranch Drive entrance
City Attorney, Leonard Schneider asked Councilman Beaird to remove himself from the council table and instructed him to sit in the audience. Mr. Schneider asked that Councilman Beaird be provided with a Local Government Officer Conflicts Disclosure Statement. The motion to allow Councilman Beaird to remove, and keep, the metal poles was made by Councilman Clay Dean. The motion was seconded by Councilman Brent Purser, motion carried. Councilman Beaird returned to his seat at the council table and signed his Local Government Officer Conflicts Disclosure Statement.

#10. Consider, discuss and/or take possible action on the construction of a new storage building at City Hall – (Vera Craig, Mayor)

Councilman Kroll recommended all details and requirements for a storage building be submitted to the City Secretary prior to seeking bids, and being placed on the agenda. No action was taken on this item.

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

Councilman Dean stated he knew the violation letters, requested at the last meeting by he and Councilman Purser, were not sent out and expressed his concern for the lack of acknowledgement to their request. Councilman Dean asked aloud what the next step was to be in addressing issues regarding nuisance and abatement violations and if it was possible to instruct the City Secretary to send out the letters, instead of the Mayor. City Attorney, Leonard

Schneider stated the City Secretary could send out the letters in accordance with the ordinance requirements. He further stated the City Secretary could not issue citations for violations, that a person would have to be a licensed individual to issue citations, but the City could hire someone for that purpose. Councilman Clay Dean made the

motion to instruct the City Secretary to send out violation letters. The motion was seconded by Councilman Larry Beard, motion carried.

#12. 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 Clay Dean announced the Woodbranch entrance looked great and other entrances needed repair too, along with the park sign entrance and some decision about how to proceed with the demolition of the civic building needs to be discussed.

Councilman Scott Essmeier suggested reaching out to the fire department and offer the building for training.

No other announcements were made.

#13. Closed Executive Session in Accordance with the Open Meetings Act TEX. GOV'T CODE 551.074 – To discuss personnel matters - to interview Greg Palmer, for a second time, for the Chief of Police position

Council went in to closed session at 7:24 p.m.

(A) – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline and or dismissal of a public officer or employee

#14. Reconvene and take possible action

Council reconvened in to open session at 7:47 p.m. Councilman Clay Dean made the motion to instruct City Secretary, Charlotte Smith to contact TCOLE and find out if the “designee”, City Secretary, could complete the background investigation on the Chief of Police candidate, for the Chief Administrator, due to illness and the unknown amount of time she will be out. If it is allowable, Council is instructing the City Secretary to complete the background investigation. The motion was seconded by Councilman Mark Kroll, motion carried.

#15. Adjourn

The motion to adjourn the meeting at 7:48 p.m. was made by Councilman Brent Purser. The motion was seconded by Councilman Larry Beard, motion carried.

