

THE CITY OF WOODBRANCH VILLAGE
SPECIAL MEETING
APRIL 11,2024

The City of Woodbranch Village council met in a regular meeting at 6:00 p.m., Thursday, April 11, 2024, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The regular meeting was called to order at 6:00 p.m. by Mayor Mike Tyson. Roll call showed as being present Councilman Scottie Garner, Councilman Kevin Johnson, Mayor Mike Tyson, City Attorney Kenneth LaVergne and Councilwoman Nancy Mulhern. Councilwoman Carey Porter was not in attendance. City Secretary Debra Wildblood was 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 (6:00 P.M.)

The special meeting was opened at 6:00 p.m.

#5. Sign In Sheet

No names appeared on the sign in sheet.

CONSENT AGENDA

#6. Approve Minutes from the February 22, 2024 – Regular Meeting

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

#7. Approve Financial Statement for General Fund – February 2024

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

#8. Approve Financial Statement for Water & Sewer Fund – February 2024

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

#9. Approve Financial Statement for Debt Service Fund – February 2024

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

#10. Approve Bills General Fund – March 2024

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

#11. Approve Bills Water & Sewer Fund – March 2024

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

#12. Approve Bills Debt Service Fund – March 2024

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

#13. Approve the Court Activity Report – February 2024

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

#14. Approve Road & Ditch Report and Storm Water Management Report – February 2024

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

#15. Approve the Building Permit Activity Report – February 2024

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

#16. Approve the Nuisance & Abatement Activity Report – February 2024

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

The motion to approve items 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16 was made by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

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

- Approve the Police Activity Report – February 2024
Officer Joseph Shriver gave the report. Council had questions regarding nuisance and abatement and ATV/golf cart violations.
Copies of this report are on file in the City Secretary's office. The motion to approve the report was made by Councilman Garner. The motion was seconded by Councilman Johnson, motion carried.

Operator's Report – February 2024

Tara Williams gave the report. Councilman Garner had questions regarding the overflows at the sewer treatment plant and made the suggestions to video the system in an effort to determine why the overflows keep happening, that he had a conversation with Mr. Lyons and assumed Mr. Lyons would be at the council meeting to further discuss the idea with Mayor and Council.

The motion to approve the report was made by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

#17. Greg Peterson, Weaver and Tidwell, LLP - Annual audit review FYE2023

Tiffany Kauffman, Weaver Tidwell, LLP Representative read aloud the results from the 2023 Annual Audit Report. No comments were made or questions asked.

#18. Consider, discuss, and/or take possible action on the Racial Profiling Report for 2023

The motion to approve the report was made by Councilman Garner. The motion was seconded by Councilwoman Mulhern, motion carried.

#19. Consider, discuss, and/or take possible action on the approval of an extended amount of time to be given to resolve violations of Ordinance 280-2019 due to hardship (Mike Tyson, Mayor)

The motion to direct staff to add language to the ordinance allowing for extensions to be given was made by Councilwoman Cranney. The motion was seconded by Councilman Garner, motion carried.

#20. Consider, discuss, and/or take possible action on the adoption of Resolution 0326-2024 a resolution of the City of Woodbranch adopting the 2024 Montgomery County Multi-jurisdictional Hazard Mitigation Plan (Mike Tyson, Mayor)

The motion to approve the resolution was made by Councilman Johnson. The motion was seconded by Councilman Garner, motion carried

#21. Consider, discuss, and/or take possible action on the bid, submitted by Republic Roofing & Renovation, for the installation of residential culverts (Mike Tyson, Mayor)

The motion to table this item, in order to seek additional bids, was made by Councilwoman Cranney. The motion was seconded by Councilman Johnson, motion carried.

#22. Consider, discuss, and/or take possible action on the Ordinance 331-2024 – an ordinance of the City Council of the City of Woodbranch Village, Texas adopting a Drought Contingency Plan; providing definitions; providing drought response stages; water allocations; provisions on enforcement, variances; providing that this ordinance is cumulative of all other ordinances; providing for repealing, savings and severability clause; providing for a penalty of fine not to exceed the sum of Two Thousand (\$2,000.00) Dollars for each offense; and providing an effective date (Mike Tyson, Mayor)

The motion to adopt the ordinance was made by Councilman Garner. The motion seconded by Councilman Johnson, motion carried.

#23. Consider, discuss, and/or take possible action on Ordinance 332-2024 an ordinance of the City of Woodbranch Village, adopting a water conservation plan to promote responsible use of water and to provide for penalties and/or the disconnection of water service for noncompliance with the provisions of the water conservation plan; providing savings; repealing and severability clauses; and providing an effective date (Mike Tyson, Mayor)

The motion to adopt the ordinance was made by Councilman Garner. The motion seconded by Councilman Johnson, motion carried.

#24. Consider, discuss and/or take possible action on the bids submitted for the construction of a carport to cover the patrol vehicles (Mike Tyson, Mayor)

The motion to table this item was made by Councilman Johnson. The motion was seconded by Councilman Garner, motion carried.

#25. Consider, discuss and/or take possible action on the proposed amendment to the Woodbranch Police Department Standard Operating Procedures, Section V. Equipment Maintenance and Readiness, Article C. Equipment Readiness (Mike Tyson, Mayor)

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

#26. Consider, discuss and/or take possible action on the proposed amendment to the Woodbranch Police Department Policy Manual, Policy 1.2, Jurisdiction, Organization and Authority, Section III. Authority and Agency Jurisdiction, Article G. (Mike Tyson, Mayor)

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

#27. Standard Operating Procedures, Amendment to Section II. Personnel Issues and Administrative Requirements, Article E. Meal Breaks (Mike Tyson, Mayor)

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

#28. 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; interview potential Reserve Officer candidate Brad D. Crandell and to discuss the status of the police department

Council went in to closed executive session at 6:49 p.m.

#29. Reconvene and take possible action

Council reconvened in to open session at 7:00 p.m. The motion to hire Reserve Officer Brad D. Crandell was made by Councilman Garner. The motion was seconded by Councilwoman Cranney, motion carried.

#30. Mayor's comments on the infrastructure, city budget and grant opportunities.

Mayor Tyson announced the status of the TDA drainage project.

#31. Item of Community Interest

The City Administrator announced the Municipal Court Clerk resigned due to health reasons.

#32. Adjourn

The motion to adjourn the meeting at 7:00 p.m. was made by Councilman Garner. The motion was seconded by Councilman Johnson, motion carried.