

**EXECUTIVE SUMMARY
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 28, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, SEPTEMBER 28, 2020 AT 6:30 P.M. VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

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COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

ABSENT COUNCIL MEMBERS: Joel Bender

CITY STAFF: Roger Nelson, City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning & Development; David Olson, City Attorney; Joe Moore, City Engineer

DECLARATION OF QUORUM AND CALL TO ORDER

Mayor Kobelan called the meeting to order at 6:32 p.m.

Due to a temporary connectivity issue with Zoom, Mayor Kobelan moved the Executive Session to the beginning of the Council Meeting.

- 15. EXECUTIVE SESSION:** The City Council adjourned into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), regarding (1) pending litigation, specifically the Khan v. Zoning Board of Adjustment lawsuit and the Memorial Village Police Department EEOC complaint; and regarding (2) matters in which the duty of the City Attorney require to be discussed in closed session under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

Council adjourned into a closed session at 6:33 p.m.

Council reconvened into open session at 6:48 p.m.

16. Action outside of Executive Session

No formal action taken

CITIZENS WISHING TO ADDRESS COUNCIL - *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter*

The following Citizens addressed Council via Zoom:

- Cub Scouts: David Bain, the Den Leader for the Webelos Pack 641, Chapelwood was present via Zoom along with several den members. Mr. Bain explained the Webelos are learning about citizenship and city leadership; and explained how the Webelos are getting involved and giving back to the community.
- Lauren Read of 11502 Habersham Lane informed Council that her home backs up to St. Francis. She asked Council if it would be possible for the City to contact St. Francis regarding the excessive noise created by their roof top A/C units. Council requested Roger Nelson, City Administrator to contact and advise St. Francis of this complaint that needs to be addressed.
- Charlotte Orr of 24 Farnham Park Dr. stated her concern was regarding vacant and abandoned homes, specifically at 15 Farnham Park Dr. and 17 Farnham Park Dr that have been abandoned since Hurricane Harvey. The City will discuss with the City Attorney.
- Mr. Trevor Talbert, Chief Operating Officer of T.R. Grace & Company introduced himself to Council; however, this is on the Agenda as Item #10 regarding the Award of the Wilding Lane Drainage and Paving Improvements Project.

Mayor Kobelan moved Agenda Item #10 before Agenda Item #1.

10. Discuss and take possible action on Letter of Recommendation for Award of Wilding Lane Contract

The City Attorney recommended tabling this item for further discussion between all involved. Council Member Dodds made a motion to table the decision on the Wilding Lane Drainage and Paving Improvements Project. Council Member Thompson seconded the motion and it passed unanimously. This item will be tabled to next month.

1. Discuss and take possible action on the MVPD monthly report

Chief Schultz presented the August Monthly Report. The report included the following:

- Budget has been expended at 64%
- Each Village can expect a rebate at the end of the fiscal year
- Continue to work with FEMA on reimbursement from COVID-19
- All personnel completed a Policy review and discussion on the Use of Force
- 1 employee was out due to COVID-19 in August

- Officers responded to a suicide
- Complaint via email regarding an arrest on an outstanding warrant was unsubstantiated
- Preparations in anticipation of Hurricane Laura
- Warrant Purge
- MVPD took delivery of 3 new Dodge Durango vehicles

2. Discuss and take possible action on the VFD monthly report

Commissioner Nash updated Council on activities at the Village Fire Department.

- There has been an increase in suicides in Piney Point versus previous years. The VFD continues to monitor and offer counseling services to employees.
- There is one employee that is contemplating retirement after showing signs of fatigue due to previous illness with the COVID-19 earlier in the year.
- The VFD is on budget.
- The VFD is considering adding an additional employee above the number of authorized employees to assist with overtime management.
- To fund the renovation of the fire station they are considering using the ambulance fund that was collected this year and to be collected next year and any other revenue and apply to the Building Fund. Cities may need to provide additional funds to pay for the renovation.
- There have been several fallen trees

3. Discuss and take possible action on Arbor Day

Cary Moran was present and announced that the Piney Point Arbor Day Celebration will be on Saturday, October 24th at Ecclesia from 10 a.m. to noon. This will be the 14th Arbor Day for Piney Point. On Arbor Day there will be 30 trees given away. The trees will come from Bill Bounds Nursery. The cost is \$12.50 per tree. The total cost including delivery is \$475. Cary also suggested if Mr. Bain, the Den Leader of the Cub Scouts was still listening, she could use the help from the Cub Scouts. Mr. Bain was still listening and said the Cub Scout Troop would be happy to volunteer on Arbor Day. Any trees left over from the Arbor Day Celebration will be planted in various locations in Piney Point.

Cary also explained that the ground is very soft from the rain and it is not unusual for trees to fall.

Cary added to control moths and caterpillars' residents can purchase a 2-step program treatment from Cornelius Nursery that treats for moths and caterpillars.

4. Discuss and take possible action on Memorial Drive Elementary School Committee Appointment

Council discussed a Community Representative for the Campus Improvement Team at Memorial Drive Elementary. Council Member Thompson volunteered, if selected, to be a Community Representative on the Campus Improvement Team at Memorial Drive Elementary.

5. Discuss and take possible action on City website discussion

There was discussion regarding improving the website. Areas of concern were Municipal Court and tickets, permit information, adding Zoom Meeting information to the City Calendar for Council Meetings, general information for residents and providing a dedicated email for residents to make comments, and for questions and answers to the City Administrator. Council Member Kollenberg and Council Member Bender will form a committee dedicated to improving the website.

6. Discuss and take possible action on contract with CSRS for Professional Services

This item was to approve the contract with CSRS, Inc. for the Grant Administrator for the CDBG-MIT services. Council Member Kollenberg made a motion to authorize the Mayor Kobelan to execute the Master Services Agreement between the City of Piney Point Village and CSRS, Inc. Council Member Dodds seconded the motion and it passed unanimously.

7. Discuss and take possible action on the Bright Landscape Designs Proposal for Memorial Drive East of Blalock Road

Mayor Kobelan explained the Bright Landscape Proposal is for Memorial Drive, at the esplanade east of Blalock. Council Member Thompson made a motion to approve the Bright Landscape Estimate for the esplanade on Memorial Drive, east of Blalock. Council Member Dodds seconded the motion and it passed unanimously.

8. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:

- August 2020 Financials

Roger Nelson, the City Administrator announced that the Code Enforcement Officer, Bob Rivas resigned. Roger is actively looking for a replacement and should have someone next month to introduce to Council.

9. Discuss and take possible action on Quotes for Chuckanut South easement ditch regrading

The City has previously discussed the drainage issues on Chuckanut Lane. HDR obtained quotes for ditch regrading along the drainage easement at 239 North Piney Point Road. The quotes include the regrading of existing ditches, relocating a cleanout, removing, and replacing the Type E Inlet top that the ditch is currently draining to, and installing one joint to tie into the existing Type E Inlet. Council Member Kollenberg made a motion to approve the quote from On-Par Civil Services for \$10,518.60. Council Member Dodds seconded the motion and it passed unanimously.

Agenda Item #10 Discuss and take possible action on Letter of Recommendation for Award of Wilding Lane Contract was moved before Agenda Item #1

11. Discuss and take possible action on Authorization for Construction Management and Construction Observation tasks in HDR's Wilding Lane Proposal

There was discussion regarding the Amendment to Fee Proposal for Professional Engineering Services for Reduced Scope of Work for Site Observation for the Wilding Lane Drainage and Paving Improvement Project. This item is related to Agenda Item #10 the Wilding Lane Drainage and Paving Improvement Project Contract. Council Member Kollenberg made a motion to table Authorization for Construction Management and Construction Observation tasks for the Wilding Lane Proposal. Council Member Thompson seconded the motion and it passed unanimously. This Agenda Item was tabled to next month.

12. Discuss and take possible action on the City Engineer's monthly report

There was discussion regarding the rainfall and drainage. Cary Moran will ask Felix about cleaning out under the bridge at Tynewood.

The City Engineer updated Council on the CDBG-MIT. HDR has submitted existing Master Drainage Studies, exhibits and Opinions of Probable Project Costs to CSRS, the grant administrator, for their review. CSRS is working to prepare a feasibility analysis of the proposed Blalock Project. A schedule of upcoming grant application activities has been completed but is subject to vary as the application process progresses.

The City Engineer reported that T Construction had under bid the illuminated crosswalk sign on the Beinhorn Project. On the bid the amount of \$1,500 was indicated instead of \$15,000. T Construction is asking the City to make an adjustment so that it will cover the actual cost of the installation of the system without T Construction making a profit. Council Member Kollenberg made a motion to authorize the City Engineer to discuss with T Construction (1) Indicate to T Construction that the City is inclined to grant at closeout, and (2) the City of Hedwig will pay one half. Council Member Herminghaus seconded the motion and it passed unanimously.

13. Discuss and take possible action on the Minutes of the August 24, September 8, and September 14, 2020 Council Meetings.

Council Member Herminghaus made a motion to accept the Minutes of the August 24, 2020, the September 8, 2020, and the September 14, 2020 Council Meetings. Council Member Thompson seconded the motion and it passed unanimously.

14. Discuss and take possible action on any future agenda items, meeting dates, etc.

- T.R. Grace & Company Meeting
- Zoom Meeting requirements, rules, and guidelines
- Memorial Drive Elementary construction discussion

Agenda Item #15 EXECUTIVE SESSION, and Agenda Item #16 Action outside of Executive Session was moved before Citizen Wishing to Address Council

17. Adjourn

Council Member Dodds made a motion to adjourn. Council Member Thompson seconded the motion and it passed unanimously and the meeting adjourned at 8:21 p.m.