

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 23, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, NOVEMBER 23, 2020 AT 6:30 P.M. IN PERSON AT PINEY POINT CITY HALL AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

**Zoom Meeting ID: 884 841 6839
Passcode: 3786960901**

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

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.

PLEDGE OF ALLEGIANCE

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.*

- Alan Jarrett, Arrowwood Circle resident, described the condition of the Circle on Arrowwood Circle. Mr. Jarrett said the residents feel that some beautification and maintenance of the Circle is justified. Mr. Jarrett added the sprinkler system was purchased several years ago by the residents but has been destroyed by mowing. The landscaping and security lights in the trees have not been maintained. The trees need to be maintained. Mr. Jarrett declared since the area is considered a park and part of the Heritage Trail, the City should consider maintaining this park. Council said city staff will follow-up with him.
- Citizen #2 did not state name; but also stressed the need for maintenance and beautification to the Circle on Arrowwood Circle.
- A representative was present on behalf of the Stillforest Neighborhood. He stated that they are wanting to update the security camera location closer to the intersection of Stillforest and San Felipe. The issue is getting power to the camera. The Neighborhood would pick up all installation costs. The electric charge would be approximately \$15 per month expense to the City. He stated permission is needed from the City. Mayor and Council requested this item be on the next month agenda.

- 1. Discuss and take possible action on the MVPD monthly report**
Chief Schultz was present and provided the October monthly report including:

 - Budget
 - Annual vehicle expense review
 - Personnel Updates
 - Major and significant police events
 - Update on major projects
 - Monthly statistics
- 2. Discuss and take possible action on the VFD monthly report.**
Commissioner Nash was present via Zoom and provided the monthly report.

 - Staff: 3 Firefighters tested positive for the Corona Virus
 - Renovation is making excellent progress
 - Fire Department stats are normal
- 3. Discuss and take possible action on VFD Facility Renovations – Resolution 2020.11.1**
The Fire Commission is recommending City Council approve Resolution 2020.11.1 amendment to the 2021 budget to include \$685,000 in the Facility Fund for the renovations, with the provision that it will not increase the Cities' assessments but will be funded to the extent necessary by transfer of ambulance funds, currently held by the Department or collected in the future. Council Member Kollenberg explained the concept of the Resolution. Council Member Thompson made a motion to approve Resolution 2020.11.1. Council Member Bender seconded the motion and it passed unanimously.
- 4. Discuss and take possible action on Resolution 2020.11.2 Eminent Domain on Piney Point Circle**
This item was to discuss and take possible action on Resolution 2020.11.2 Eminent Domain on Piney Point Circle. David Olson explained the process. There was discussion regarding drafting an agreement to address costs and expenses, release of interest from residents, dedicating additional right-of-way, and drainage. David Olson will draft an agreement to address City Council concerns. This item was tabled to next month City Council Meeting.
- 5. Discuss and take possible action on Lights for the City Pick-up Truck**
Roger Nelson explained the necessity of signal lights and an over-head light bar for the City's Pick-up Truck. The truck makes frequent stops throughout the day and the addition of flashing lights on the truck will provide city employees with additional safety measures as they work on the streets. Council Member Bender made a motion to approve purchasing lights for the City Pick-up Truck. Council Member Herminghaus seconded the motion and it passed unanimously.
- 6. Discuss and take possible action on Paperless Court**
City Council discussed purchasing the paperless court conversion for the City's Court operations. Council Member Kollenberg explained the paperless court system. Council Member Bender made a motion to approve the purchase of the Incode Paperless Court System. Council Member Herminghaus seconded the motion and it passed unanimously.

- 7. Discuss and take possible action on Migration to Incode 10**
City Council discussed moving from Incode 9 to Incode 10 for the City's Court. Incode 10 is easier for court staff to navigate through, provides easier updates and forms. Council Member Bender made a motion to approve the Migration from Incode 9 Court to Incode 10 Court. Council Member Dodds seconded the motion and it passed unanimously.
- 8. Discuss and take possible action on Small Cities Assistance Program**
City Council discussed participating in the Harris County Small Cities Assistance Program. Council Member Bender made a motion to authorize the City to participate in the Small Cities Assistance Program. Council Member Herminghaus seconded the motion and it passed unanimously.
- 9. Discuss and take possible action on Declaration of Local State of Emergency**
There was discussion. The City Attorney advised City Council that no action was needed. Mayor Kobelan will execute the Declaration of Local State of Emergency.
- 10. Discuss and take possible action on Resolution 2020.11.3 regarding Declared State of Disaster – COVID-19**
Resolution 2020.11.3 grants the City Council's consent to an extension of the Mayor's Order declaring the existence of a local state of disaster in the City. Council Member Herminghaus made a motion to approve Resolution 2020.11.3 regarding Declared State of Disaster due to COVID-19. Council Member Bender seconded the motion and it passed unanimously.
- 11. Discuss and take possible action concerning the options for replat of a nonconforming lot**
The City Attorney discussed this item with City Council. This was brought up between 2 property owners. One of the property owners would like to replat his tract to incorporate the small lot. The City Attorney discussed the possibility of City Council reviewing the rules of a non-conforming lot and perhaps allow an exception to allow the sale of the lot. No action was taken.
- 12. Discuss and take possible action on the Mayor's monthly report, including but not limited to:**

 - Landscaping on Memorial Drive to San Felipe; install plants and additional landscape on the 3 esplanades on Memorial Drive, by the end of the year
- 13. Discuss and take possible action on the City Administrator's monthly report including but not limited to:**

 - October 2020 Financials
 - Shredding event update
 - Bank records list of officials updated
 - Property tax revenue discrepancy
 - 4 Ordinances sent to the Planning & Zoning Commission have not returned within 60 days. The Planning & Zoning Commission were planning on reviewing after the holidays. Council Member Bender will contact the Planning & Zoning Commission Chairman.

14. Discuss and take possible action on a revision to Chapter 34 of the City's Flood Ordinance as recommended by Harris County

The City Engineer explained that Harris County has recommended minimum standards for adoption by communities located in Harris County to ensure the benefits achieved by the 2018 Harris County Flood Control Bond Project are protected. Harris County has requested that the minimum standards be effective by December 31, 2020. There was discussion. Council Member Dodds made a motion to adopt the revision to Chapter 34 of the City's Flood Ordinance as recommended by Harris County. Council Member Bender seconded the motion and it passed unanimously.

15. Discuss and take possible action on Phase 2 of the City-Wide Restriping Project

HDR obtained quotes for Phase 2 of restriping the stop bar and crosswalk striping throughout the City. The quotes include the removal of existing striping, striping with Type I reflective thermoplastic pavement markers, and traffic control at each location. Council Member Dodds made a motion to accept the quote from PMI for \$29,961.25. Council Member Herminghaus seconded the motion and it passed unanimously.

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

The Engineer's Report for this month includes updates to the Surrey Oaks Lane Project, the Beinhorn Road Project, the Wilding Lane Project, the 2020 Paving Project, Chuckanut, and other various maintenance projects, and future projects.

- Guardrail at South Piney Point Road – Contractor misread exhibits; will finish work
- Surrey Oaks – The resident at 11319 Surrey Oaks reported the parking pad was soggy: possible irrigation or water line. The issue will be evaluated and eliminated before project closeout. The resident at 11315 reported a small birdbath in their driveway.
- Beinhorn Drainage & Sidewalk Improvements Project - The Contractor has reported the completion of the punch list items except for the illuminated crosswalk sign.
- Wilding Lane Drainage & Paving Improvements Project – HDR has been working with TR Grace to get the contract documents executed. TR Grace stated that their bonding company would not issue Payment and Performance bonds until the City had signed the contract, however the City does not need to enter a contract with the Payment and Performance bonds. The City Engineer will meet with the Contractor.
- Chuckanut Lane – The resident at #7 Chuckanut reported standing water in the ditch in front of their house and at #5 Chuckanut. HDR is evaluating ditch regrading options to determine if light ditch regrading without resetting the driveway culverts will relieve the standing water. The City Engineer will obtain quotes below \$5,000.
- Tokeneke Drainage – HDR was approached by a Lanecrest resident regarding the possibility of installing storm sewer in the existing ditch behind 1 Tokeneke, 541 Lanecrest, 555 Lanecrest.

17. Discuss and take possible action on the Minutes of the October 26, 2020 Council Meeting

Council Member Dodds made a motion to approve the Minutes of the October 26, 2020 City Council Meeting. Council Member Bender seconded the motion and it passed unanimously.

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

- Crosswalk at Memorial
- Stillforest

19. Adjourn

Council Member Bender made a motion to adjourn. Council Member Dodds seconded the motion and it passed unanimously. The meeting adjourned at 8:22 p.m.

PASSED AND APPROVED this 14th day of December 2020



Mark Kobelan
Mayor





Karen Farris
City Secretary