

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, MAY 18, 2020**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, MAY 18, 2020 AT 6:30 P.M. VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.**

**THE MAY 18, 2020 6:30 P.M. MEETING WAS HELD VIRTUALLY THROUGH THE USE OF ZOOM. THE DIAL IN NUMBER: 884-841-6839**

**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; Loren Smith, City Attorney; Joe Moore, City Engineer

**DECLARATION OF QUORUM AND CALL TO ORDER**

Mayor Kobelan, Council Member Bender and Council Member Thompson were present on Zoom at City Hall. Council Member Dodds, Council Member Herminghaus, and Council Member Kollenberg were present on Zoom away from City Hall. Mayor Kobelan called the meeting to order at 6:30 p.m.

**SWEARING IN OF NEWLY ELECTED OFFICIALS: MARK KOBELAN, JOEL BENDER AND HENRY KOLLENBERG**

The Mayor moved swearing in of newly elected officials after Agenda Item #3.

**PLEDGE OF ALLEGIANCE** was acknowledged but not recited because the words of everyone sounded disorderly and difficult to understand.

**CITIZENS WISHING TO ADDRESS COUNCIL** – *At this time, any person with city-related business may speak to 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.*

There were no citizens wishing to address Council.

- 1. Discuss and take possible action on election of Mayor Pro Tempore**  
This Agenda Item was moved after Agenda Item 3 and after Swearing in of Newly Elected Officials
- 2. Discuss and take possible action on the MVPD monthly report**  
Chief Schultz reported to Council regarding calls, events, and activities for the month of April:
  - Budget is expended by 32%

- Met with FEMA to start the initial reimbursement process for cost incurred because of COVID19. Reimbursement will include personnel cost for additional staffing and equipment cost. A complete package will be put together at the end of the event along with the request of a single reimbursement check.
- The police department is fully staffed
- Major event: 2 MVPD officers assisted Polk County with tornado recovery efforts by deploying the drone, surveying the area around Lake Livingston, search for victims, and mapping damage.
- ALPR vehicle recoveries stands at 22 recovered vehicles this year
- Officers were trained in new credit/gift card reader system
- Piney Point had a total of 2,067 calls; 1,771 House Watches; 17 Citations, and 12 Emergency Response Calls
- V-Linc new registrations continues to increase

**3. Discuss and take possible action on the MVPD 2021 Budget and 2019 Annual Financial Report**

The Police Chief presented the FY2021 Budget. Goals and objectives remain the same. The number 1 expenditure is personnel. Technology, tools, and equipment remains the second biggest expense. This budget continues to invest in personnel. The technology aspects of this budget included to expand the ALPR Project. The goal is to have 28 ALPR systems. The total cost for all systems is \$56,000 annually. Chief Schultz explained Budget Adjustments, Increases and Decreases. There is one Capital item in the budget. The Capital Variable Message Board will assist the Police Department in passing along important information to the community. The Proposed 2021 Budget is \$6,109,444 which is an increase of 4.44%. The cost per Village is \$2,036,481. This is an increase of \$86,494 per Village over FY2020. This does not include future capital projects. Before the Police Department spends any funds on future capital projects, each city will need to approve. Council Member Bender made a motion to accept the MVPD 2021 Budget. Council Member Thompson seconded the motion and it passed unanimously.

The FY2019 Audit was completed. There were several recommendations made by the auditor. The Police Department accepted those recommendations and are in the process of accomplishing those recommendations. The Police Department is also changing the method in which they do their capital asset inventory and maintenance of those assets. There was a surplus of funds. Each of the 3 villages will receive a refund of \$84,591.

**SWEARING IN OF NEWLY ELECTED OFFICIALS: MARK KOBELAN, JOEL BENDER AND HENRY KOLLENBERG**

Mayor Pro Tempore Bender swore in Mark Kobelan for Position of Mayor. Mayor Kobelan swore in Joel Bender for Alderman Position #3; and Henry Kollenberg for Alderman Position #4.

- 1. Discuss and take possible action on election of Mayor Pro Tempore**  
Council Member Dodds made a motion to approve Council Member Bender as Mayor Pro Tempore. Council Member Herminghaus seconded the motion and it passed unanimously.

**4. Discussion and take possible action on VFD monthly report**

Commissioner Nash presented the VFD monthly report:

- The construction contract for the Fire Station renovation has been signed
- VFD is fully staffed
- Overall incidents continue to be low
- VFD FY2021 Budget will be approved at the next Council Meeting

**5. Discuss and take possible action on the 2019 Annual Financial Report**

Louis Breedlove, the auditor from Brooks Watson gave a presentation of the City's 2019 Financial Report. Mr. Breedlove stated the overall audit went very smooth. Mr. Breedlove explained the audit process. The City received an Unmodified Opinion also referred to as a Clean Opinion which is the highest level of assurance that auditors can provide.

There was discussion regarding settlement recoveries related to a capital project. This was not an actual settlement recovery. The City accrued a cost but paid less than the accrued cost. There was discussion regarding the Metro Fund. The Metro Fund still has a balance. Mr. Breedlove explained the amount in the Metro Fund will need to be approved by Council to be moved out of the Metro Fund. The Metro Fund is for Metro Projects, but once approved by Council funds can then be transferred out of the Metro Fund. The Metro Fund can then be dissolved. The funds can be transferred to Capital Projects. This cannot be approved at this time. It will need to be approved at another Council meeting.

There was discussion regarding the fund balance of the Capital Projects of \$44,992. This amount is from the settlement. This is actually proceeds from debt issued. This may need to be moved from this fund also. This will be discussed at another meeting.

There was discussion regarding Debt Service. There is a fund balance of \$173,083. To manage this fund which can only be used for debt service the city would need to set the debt service rate to produce less money.

Council Member Bender made a motion to accept the 2019 Annual Financial Report. Council Member Thompson seconded the motion and it passed unanimously.

**6. Discuss and take possible action on "Little Free Library" at Carol Tree Park**

A resident of Piney Point, Jennifer McDonald is requesting the City to allow her and her daughter to install a Little Free Library in Carol Tree Park. Ms. McDonald intends to stock the small free library. There are currently 3 Little Free Library's in Hedwig Village and 1 in Bunker Hill. Council discussed. Council Member Thompson made a motion to approve the installation of a Little Free Library with the conditions that Council decides on the location and that the Little Free Library can be removed with no issues. Council Member Bender seconded the motion and it passed unanimously.

**7. Discuss and take possible action on Municipal Court Modifications**

Council Member Kollenberg discussed options on how to improve court operations.

- Possibly, moving court location
- Smaller courts

- Promote to pay on-line, discount
  - Pamphlet provided to offenders to explain options
  - Eliminate credit card fee
  - Cities working together
- 8. Discuss and take possible action on the Mayor's monthly report, including but not limited to:**
- Flags: 100 flags were purchased to replace existing flags. There are 60 in Piney Point and 40 in Hedwig
  - Echo Lane and Taylorcrest Landscaping: Landscaping will be installed the week after Labor Day. Sidewalk demo started on Memorial Dr.
- 9. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
- April 2020 Financials

Council Member Herminghaus requested the current budget numbers be listed in the Financials.

Council Member Kollenberg requested that the complete set of Financials be sent electronically in the Agenda Packet along with the monthly report from the school district taxing authority, but in the Agenda Book, include only the Balance Sheet (2 pages), the Financial Summary (2 pages), and the monthly report from the School District Taxing Authority.

- 10. Discuss and take possible action on 2020 Paving Improvements Project**  
 There was discussion regarding paving and cost estimates for the 2020 Paving Improvements Project. Arrowwood paving would be reclamation and Maggie Lane would be overlay. Council Member Bender made a motion to approve the Proposal for Professional Engineering Services for the Design Phase not to exceed \$26,450; and for Geo Techs not to exceed \$8,700. Council Member Thompson seconded the motion and it passed unanimously.
- 11. Discuss and take possible action on the City Engineer's monthly report**  
 There was discussion regarding the 2019 Maintenance Project (#2 White Pillars & various Concrete Point Repairs). The contractor is requesting to reduce the retainage. The City Engineer does not recommend based on 3 claims for payment received.

Council Member Kollenberg requested to return to Agenda Item #9, City Administrator's Monthly Report to discuss the Estate Sale at 25 Hedwig. City Staff and possibly the police will enforce the ordinance.

- 12. Discuss and take possible action on the minutes of the April 27, 2020 Council Meeting**  
 There was a correction requested to the Minutes of the April 27, 2020 Council Meeting. On Page 2, item 2C the wording should be Ambulance Billing Fund and not Ambulance Building Fund. Council Member Bender made a motion to approve the

Minutes of the April 27, 2020 Council Meeting with one correction as stated. Council Member Herminghaus seconded the motion and it passed unanimously.

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

Future agenda items:

- Approve VFD Budget
- Adjustments by Auditor

**14. Adjourn**

Council Member Bender made a motion to adjourn. Council Member Thompson seconded the motion and it passed unanimously. The meeting adjourned at 8:33 pm

**PASSED AND APPROVED this 22nd day of June 2020**



**Mark Kobelan**  
**Mayor**



**Karen Farris**  
**City Secretary**