

**MINUTES
THE CITY OF PINEY POINT VILLAGE
SPECIAL COUNCIL MEETING
MONDAY, MARCH 1, 2021**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL COUNCIL MEETING ON MONDAY, MARCH 1, 2021 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

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

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 6:33 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.*

There were no citizens wishing to address Council.

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

Chief Schultz provided the report for the month of January.

- Piney Point had 1,137 calls for service, 876 house watches, 3 accidents, 65 citations, with priority response time averaged at 3:28.
- The police department is under budget.
- Personnel Committee met to review year end reports, and reviewed a citizen generated complaint. As a result, Sergeant Nowlin resigned. The police department will begin the selection process. The police department received notice from Officer Lerma of his retirement. A tentative offer has been made to a person on the waiting list.
- Mail Theft
- Storm: Council thanked the Memorial Villages Police Department for an excellent job done during the storm. Chief Schultz added that Memorial Villages Water Authority did an outstanding job also.

- Proposals were opened and reviewed for Health, Dental and Vision. There will be a 12.6% decrease in the cost of health care. Benefits will be with United Health Care.
- COVID-19 vaccines for employees began.
- Commissioner Huguenard thanked the police department and dispatch for their work during the storm.

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

Commissioner Nash was not present as he was dealing with an urgent personal matter. Council Member Kollenberg presented an update for the Village Fire Department. During the winter storm, and since the fire department was in temporary housing, they had to use space heaters to keep the engines warm. There were numerous calls and plumbing issues. The Village Fire Department did a great job during the winter storm.

3. Discuss and take possible action on Ordinance 21.03.01 and Certification of Unopposed Candidates for the May 2021 General Election.

Council Member Kollenberg made a motion to approve Ordinance 21.03.01 and the Certification of Unopposed Candidates for the May 2021 General Election. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and take possible action on DRC contract for debris removal for 2021.

Council discussed renewing the City's contract with DRC for disaster debris clearance and removal. DRC has served as the City of Piney Point Village's disaster debris removal since 2013. There is no annual cost associated with this contract. Council Member Bender made a motion to renew the contract with DRC for debris removal for 2021. Council Member Herminghaus seconded the motion and it passed unanimously.

5. Discuss and take possible action on Bright Landscape – first Esplanade west of San Felipe on Memorial Drive.

Mayor Kobelan explained the Bright Landscape project at the first esplanade west of San Felipe on Memorial Drive. There was discussion regarding possibility of replacing plants that were frozen during the winter storm. Council Member Bender made a motion to accept the estimate from Bright Landscape in the amount of \$28,087.61 for the project at the first esplanade west of San Felipe on Memorial Drive. Council Member Dodds seconded the motion and it passed unanimously.

6. Discuss and take possible action on Blue Water Irrigation Systems.

Blue Water Irrigation Systems submitted a proposal for landscape sprinklers for the project at the first esplanade west of San Felipe on Memorial Drive. Council Member Herminghaus made a motion to accept the proposal from Blue Water Irrigation Systems for \$5,837. Council Member Dodds seconded the motion and it passed unanimously.

7. Discuss and take possible action on the Investment Policy.

The City is required to review the Investment Policy on an annual basis. There was discussion regarding a typographical error on the Investment Policy Objective

section. The first sentence should read, "Public funds management should primarily emphasize safety of principal and liquidity". Council Member Bender made a motion to approve the Investment Policy with the correction to the first sentence of the Objective. Council Member Dodds seconded the motion and it passed unanimously.

- 8. Discuss and take possible action on school trash deliveries before 7:00 a.m.**
Council Member Herminghaus requested this item be on the agenda. There are two issues:

- The removal of trash at Ecclesia at 5:30 a.m.
- Food delivery at St. Francis between 3:30 a.m. and 4:30 a.m.

Council discussed. There is an Ordinance prohibiting construction work and landscaping before 7:00 a.m. Council discussed Special Use Permits and possibly drafting an ordinance to address situations with businesses. Council discussed contacting Ecclesia and St. Francis to resolve these issues and will follow-up next month. There was no action taken.

- 9. Discuss and take possible action regarding replacement of Banners and Brackets.**

There was discussion regarding the placement of the new banners. The proposal is for two banners on the east side of Piney Point Road at Memorial Dr. and two on the west side of Piney Point Road. Council Member Herminghaus made a motion to accept the proposal for \$763.91 for the purchase of new banners. Council Member Bender seconded the motion and it passed unanimously.

- 10. Discussion concerning upcoming public hearing and procedure for consideration of proposed changes to the Zoning Ordinance.**

Council discussed changing the March 8th Public Hearing to allow Piney Point Village residents time to review and understand the proposed zoning ordinance changes. Notification to residents by V-Link had delivery issues. Not all Piney Point residents that are registered with V-Link are receiving notifications from the City, some Piney Point residents receive notifications only from the Police Department. Council discussed and decided to mail a letter to all Piney Point residents informing them of the Public Hearing and proposed zoning ordinance changes. Council also decided to continue with the March 8th Public Hearing for 3 ordinances and set another Public Hearing for April 12th for the fence zoning ordinance. The April 12th Public Hearing date was later changed to April 13, 2021.

- 11. Discuss and take possible action on the Mayor's Monthly Report.**

- Property tax revenue collected as of the end of February was \$6.484 million of \$6.890 million.
- V-Link list to compare email addresses.
- Water leak at Piney Point Rd.
- Incode: Council Member Kollenberg reported that Incode Version 10 Paperless Court is not compatible with Incode Version 9 General Ledger. An option is to go with Version 9 Paperless Court until the City upgrades to a complete Version 10.

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

- January 2021 Financials: The January 2021 Financials were not available. The winter storm created power outages that prevented the bank reconciliation from being completed timely.
- 2020 Audit: The audit is on schedule for the March 22nd Council Meeting.

13. Discuss and take possible action on Surrey Oaks Cost for Exposing Water Line.
 The City Engineer explained to Council the final punch-list item remaining on the Surrey Oaks Paving and Drainage Improvements Project is the soggy parking pad at 11319 Surrey Oaks Lane. The MVWA stated the leak test performed on the water line would not satisfy their requirements and that the contractor would need to excavate to determine if the water line is damaged. The contractor objected since they did not work on the water line and felt that the issue was not caused by their construction. The contractor decided to excavate, and it was concluded that the soggy issue was not caused by the water line since the ground was dry. The Contractor is requesting payment for the work to excavate. Council Member Dodds made a motion to approve payment to RAC for excavating and after investigation found the ground was dry. Council Member Herminghaus seconded the motion and it passed unanimously.

14. Discuss and take possible action on Beinhorn Rut Repair.
 HDR obtained quotes for repairing the rut that has formed between the street and sidewalk at Beinhorn and North Piney Point Road. There were 2 options. One quote was obtained to fill the rutted areas with asphalt. The second quote was to install a concrete curb with cutouts along the turn radius where the rut has formed. The curb quote which consists of installing monolithic concrete curb and gutter section with slotted curbs. Council Member Dodds made a motion to accept the quote for \$6,765 for the broken curb quote. Council Member Bender seconded the motion and it passed unanimously.

15. Discuss and take possible action on the City Engineer's Monthly Report.

- Beinhorn Drainage & Sidewalk Improvements Project: This project is almost complete. Council had inquired at the Engineering Meeting about a double-sided crosswalk sign. HDR has requested a quote for a crosswalk sign for the other side of the street. Another issue was the illuminated crosswalk signs had to be sent back to the manufacturer as they were not painted green as specified.
- Wilding Lane Drainage & Pavement Improvements Project: The Contractor has requested a Notice to Proceed date of March 8th. There was discussion regarding new home and pool construction during the Wilding Lane Drainage and Pavement Improvements Project.
- 2020 Paving Improvements: The Contractor finished paving Arrowwood and started on Grecian Way. HDR and the Contractor discussed the inside of Arrowwood Circle. The existing condition consisted of a 12 inch drop off from the edge of the pavement to the high bank of the ditch. The cost for this work is \$4,860. The cost was presented to the Mayor and he approved the cost.
- S. Piney Point Road Guardrail Repair is finished.
- Farnham Park Washout: HDR is preparing a design for the storm sewer repairs and washout restoration and will send to contractors for quotes.
- North Country Squire: Survey was approved. Once the survey is obtained and the backgrounds are drawn, HDR can evaluate improvement options.

16. **Discuss and take possible action on the Minutes of the January 25, 2021 Council Meeting.**
Council Member Bender made a motion to approve the Minutes of the January 25, 2021 Council Meeting. Council Member Dodds seconded the motion and it passed unanimously.
17. **Discuss and take possible action on future agenda items, meeting dates, etc.**
- March 8, 2021 – Public Hearing
 - March 22, 2021 – Council Meeting
 - April 12, 2021 – Public Hearing (this date was later changed to April 13, 2021)
18. **EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to 551.071 of the Texas Government Code (Consultation with Attorney) and pursuant to Section 551.072 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment duties, discipline, or dismissal of the City Administrator.**
Council adjourned into a closed session at 8:18 p.m.
Council reconvened into an open session at 9:01 p.m.
19. **Consider and take possible action on the items discussed in Executive Session.**
No formal action taken.
20. **Adjourn**
Council Member Bender made a motion to adjourn. Council Member Dodds seconded the motion and it passed unanimously. The meeting adjourned at 9:01 p.m.

PASSED AND APPROVED this 22nd day of March 2021.



Mark Kobelan
Mayor



Karen Farris
City Secretary

