

**MINUTES OF A CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, JANUARY 22, 2024,
6:00 P.M. AT ECCLESIA CHURCH, 325 PINEY POINT ROAD, PINEY POINT VILLAGE, TEXAS.**

Councilmembers Present: Mayor Mark Kobelan, Michael Herminghaus, Joel Bender, Aliza Dutt, and Jonathan Curth.

Councilmembers Absent: Dale Dodds.

City Representatives Present: Bobby Pennington, City Administrator; David Olson, City Attorney; Ray Schultz, Police Chief; Zeb Nash, Fire Commissioner; Howard Miller, Interim Fire Chief; Joe Moore, City Engineer.

I. Call To Order

- At 6:00 p.m., Mayor Kobelan declared a quorum and called the meeting to order.
- Council led the Pledge of Allegiance to the United States of America Flag.

II. Citizens Wishing to Address Council

- There were no public comments.

III. NEW BUSINESS

1. Hear and consider possible action regarding the progress report on construction and traffic management under the Special Use Permit of Saint Francis Episcopal Church.

- At a recent meeting held under a Special Use Permit, a verbal report was presented regarding the construction and traffic management of Saint Francis Episcopal Church. Representatives from SFEC and city staff convened on January 17th to discuss the ongoing progress of the construction work. During the meeting, the SFEC team demonstrated their commitment to addressing any traffic issues and completing all outstanding construction-related tasks. Moreover, it was noted that the removal of the construction fencing, and the use of the new parking lot had improved traffic queuing. A comprehensive inspection has been scheduled to identify any outstanding issues, including a meticulous review of the lighting on the second floor. Matters related to drainage and additional fees are forthcoming and will be communicated in due course.

2. Consideration and possible action on the Memorial Villages Police Department Monthly Report.

- In the month of December, the MVPD responded to and handled a total of 1,504 calls and incidents for Piney Point Village alone. Additionally, 1,114 House Watch checks were conducted, and 383 citations were issued, with 157 as warnings during this period.

3. Consideration and possible action on the Village Fire Department Monthly Report.

- During December, VFD responded to 341 incidents across all villages in the service area with an average response time of 4:31.

4. Consideration and possible action on the monthly report presented by the Mayor.

- The mayor and members of the council discussed the potential of seeding wildflowers.

5. Consideration and possible action on the City Administrator's Monthly Report, including but not limited to: Financial Report for December 2023, Property Tax Report, Quarterly Investment Report for December 2023, Disbursements, TCO Reimbursements, Contract for Temporary Office Space at 325 Piney Point Road, Signage for Greenbay Crosswalk, and Update on Current Specific Use Permit Projects.

- It was noted that TCO reimbursements meeting criteria do not require formal approval.
- The council requested details regarding specific payments made in lieu of taxation as part of the financial report.
- Councilmember Bender moved to approve the Quarterly Investment Report for December 2023, the disbursement for Tree Service and Design at \$13,965. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
- The motion carried.

- 6. Consideration and possible action on a resolution to designate the official newspaper of the city for 2024.**
 - Councilmember Bender moved to approve Resolution 2024.01, designating the Memorial Examiner as the official newspaper of the city, and authorizing the city administrator to contract with Houston Community Newspapers. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.
- 7. Consideration and possible action on a resolution adopting the annual financial investment policy and investment strategy of the city for 2024.**
 - Councilmember Bender moved to approve Resolution 2024.01-A, adopting the annual financial investment policy and investment strategy of the city. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.
- 8. Consideration and possible action on recommended annual adjustments to the accounts payable process of the city for 2024.**
 - The council discussed the broader use of ACH (Automated Clearing House) as a safer and more efficient method of payment over physical checks.
 - Councilmember Bender moved to approve the revision to the accounts payable process of the city, as presented. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.
- 9. Consideration and possible action to accept quotes for point repairs to South Country Squire storm sewer and re-grade Green Oaks Drive drainage.**
 - Councilmember Bender motioned to approve the T-Construction bid of \$46,850 for point repairs to South Country Squire storm sewer and re-grade Green Oaks Drive drainage, as presented. The motion was seconded by Dutt.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.
- 10. Consideration and possible action to accept a quote from Uretek for Dana Lane pavement lifting.**
 - Councilmember Herminghaus motioned to approve the quote from Uretek for Dana Lane pavement lifting for \$37,850. The motion was seconded by Bender.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.
- 11. Consideration and possible action for revisions and clarifications of the city drainage and as-built criteria.**
 - City Engineer J. Moore recommended changes to the As-Built Checklist and Drainage Checklist.
 - Councilmember Bender motioned to approve the revisions and clarifications of the city drainage and as-built criteria as presented. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
 - The motion carried.

12. Consideration and possible action on the Engineer's Report.

- The Engineer Report highlighted drainage updates to the 96-inch CMP Replacement Project, Williamsburg, Green Oaks, and South Country Squire.
- No further action was taken.

13. Consideration and possible action on approval of the Regular Session Meeting Minutes held on December 18, 2023.

- Councilmember Herminghaus moved to approve the meeting minutes from December 18, 2023, as presented. The motion was seconded by Bender.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
- The motion carried.

14. Consideration and possible action on approval of the Special Session Meeting Minutes held on January 10, 2024.

- Councilmember Herminghaus moved to approve the meeting minutes from January 10, 2024, as presented. The motion was seconded by Bender.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
- The motion carried.

15. Discuss and consider possible action on any future agenda items, meeting dates, and similar matters.

- The upcoming regular council meeting has been scheduled for February 26. The Engineering meeting has been planned for February 14, while the Beautification meeting has been arranged for February 12.

IV. EXECUTIVE SESSION UNDER TEXAS GOVERNMENT CODE

16. The City Council executive meeting pursuant to the provision of Chapter 551, Texas Government Code, in accordance with the authority contained in Section 551.071, Consultation with City Attorney and Section 551.072, Real Estate Property. Section 551.074, Personnel Matters, specifically to deliberate the duties of the City's Commissioner to the Village Fire Commission.

- The council convened into executive session at 7:35 p.m.
- The council reconvened into the regular public meeting at 8:23 p.m.

17. Consideration and possible action on items discussed in the Executive Session.

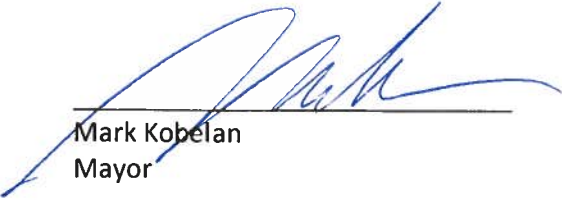
- Councilmember Bender moved to approve the contract for temporary office rental space at 325 Piney Point Road. The motion was seconded by Herminghaus.
 - AYES: Herminghaus, Bender, Dutt, and Curth.
 - NAYS: None.
- The motion carried.
- No other formal action was taken from the Executive Session.

V. ADJOURNMENT

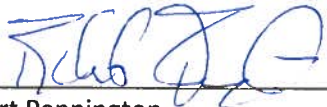
18. Adjourn.

- Councilmember Bender made a motion for adjournment, seconded by Councilmember Herminghaus.
- Mayor Kobelan adjourned the meeting at 8:23 p.m.

PASSED AND APPROVED this 26th day of February 2024.



Mark Kobelan
Mayor



Robert Pennington
City Administrator / City Secretary