

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, APRIL 27, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, APRIL 27, 2020 AT 6:30 P.M. VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

THE APRIL 27, 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; 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 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 MVPD monthly report

Chief Schultz presented the monthly report.

- Budget – this year the MVPD has spent 22% of their budget; it should be at 25%, but this is primarily because of a vacancy. That vacancy has been filled.
- On March 27th, MVPD began supplementing staff with extra patrol during the COVID-19 pandemic issues. The officers are providing extra patrol coverage especially during the time when there are a lot of residents walking. The MVPD has seen an increase in the transient population. MVPD identified 2 locations of homeless camps near San Felipe, the bridge, and near the bayou.
- A robbery occurred on Smithdale. A search of the ALPR assisted with providing a license plate number and an address which enabled the police to locate the individual who committed the robbery.
- Due to the Corona Virus, MVPD placed 150 signs through-out the community notifying individuals of no soliciting
- During the month of March Piney Point had 1,635 calls. There were 1,371 house watches, 6 accidents, 9 emergency events with a response time of 3 minutes and

12 seconds. There were 62 police reports written, 1 crime against a person, and 21 crimes against property.

Chief Schultz clarified that the extra patrol consists of MVPD Police Officers and they are paid overtime. MVPD has applied for grant opportunities and reimbursement from the State and Federal governments as a result of COVID-19.

Chief Schultz also clarified that the homeless camps are on the Houston side of the bayou.

Chief Schultz added that the Budget is still in the construction phase. The personnel benefit cost is below 4%. The total budget is 4.4%. There will be additional budget discussion at the next Commission meeting.

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

- a. Audit of 2019 Village Fire Department Financials
- b. Proposed Amendment to the 2019 Budget to reflect the results after the audit
- c. Consider moving \$115,864 from the Ambulance Billing Fund to the General Fund
- d. 2021 Proposed VFD Budget

Commissioner Nash stated the VFD were submitting the Proposed 2021 Budget and Assessments per City; the General Fund Detail; the Capital Replacement Fund Detail; the Organizational Structure; and the Commissioners and Alternates.

Commissioner Nash explained that during the audit process it was discovered that the VFD was over budget in a couple of categories in 2019. VFD is requesting approval from the Cities to use the ambulance funds for the accounts that were over budget. The overage was in salaries and benefits.

Council Member Kollenberg made a motion to approve the VFD Amendment to the 2019 Budget to reflect the results after the audit; by utilizing the 2019 ambulance revenue to cover the \$115,864 shortage. Council Member Bender seconded the motion and it passed unanimously.

Commissioner Nash explained that the progress on the Fire Station has slowed with the onset of the Corona Virus. VFD will be meeting with the contractor by Zoom on May 13, 2020.

Commissioner Nash updated Council on the operational status of the VFD.

- The VFD is fully staffed
- A replacement fire engine is expected in September
- 3 ambulances in use; 1 is equipped in plastic which was used for Ebola cases, and it is being used as backup for Corona Virus issues
- VFD has had 66 Corona Virus incidents from March 20th – April 26th
- 2 department personnel tested positive for Corona Virus. 1 individual has returned to work and the other is still recovering

Council deferred the vote for the 2021 Proposed VFD to the next Council meeting.

Council thanked Commissioner Nash for his service as Chair on the Board of Commissioners.

3. **Discuss and take possible action on Towersource Small Cell Network Request**
There were changes to their request. There was no discussion. This item was skipped.
4. **Discussion and take possible action on Sidewalk Improvements**
Council considered sidewalk improvements. There are several sidewalks that have the potential to be tripping hazards. Council reviewed a list of sidewalks in need of repair. The City Engineer explained the sidewalk improvements could be included in the 2019 Maintenance Project by executing a Change Order. He added there will be approximately \$52,000 remaining in the current project. There was discussion regarding limitations and cost. The 2020 budget includes \$40,000 for Sidewalk Improvements. Council determined they would identify repairs needed not to exceed \$52,000. The City Engineer explained to begin the process would include taking measurements, prioritizing critical areas; and determine range and budget. Council Member Kollenberg made a motion to authorize the Mayor to execute a Change Order to the 2019 Maintenance Project for sidewalks in an amount not to exceed \$52,000. Council Member Bender seconded the motion and it passed unanimously.
5. **Discuss and take possible action on the Mayor's monthly report, including but not limited to:**
 - Landscaping Update – The previously approved Echo Lane project is a piece of property owned half by the City and half by the property owner. The property owner completed his part of the project by planting trees. The City will now do their part.
 - The Mayor reported that he visited the Federal American Grill on Friday. The restaurant was open with 30% capacity and observed social distancing, disposable menu's, and staff wearing personal protective equipment.
6. **Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
 - March 2020 Financials
 - There was discussion regarding how to re-open business during the COVID-19 pandemic. Currently everyone comes to work by shift. The City Administrator recommends everyone to return to work. The May 5th and 19th court dates can be pushed back to July. The Director of Planning & Development explained that permits are being issued for existing projects but not for new projects. She added pre-consulting can be done by Zoom or by appointment. The City Attorney stressed the need to resume a modified application process to address all the Governor's recommendations. There was discussion regarding how and when to bring employees back to work and the issue of people visiting the office. Council Member Bender made a motion to authorize the Mayor, outside of the Declaration to continue to work with City Staff to monitor City Hall. Council Member Thompson seconded the motion and it passed unanimously.

7. Discuss and take possible action on additional costs for North Country Squire concrete point repair change order

The City previously discussed a change order to the 2019 Maintenance Project to include an additional concrete point repair on North Country Squire. The Contractor has provided a new quote for the additional work. The cost increased. The City Engineer did a Construction Cost Comparison. The new quote remains less than other contractors. Council discussed the new quote versus repair of the sidewalks. Council determined to repair sidewalks and return to this repair on a later date.

Council Member Kollenberg amended the motion passed on Agenda Item #4 Sidewalk Improvements to, authorize the Mayor to enter into a Change Order for Sidewalks to the extent there is money which can be allocated from this project so it does not exceed the 25% Change Order requirement. Council Member Bender seconded the motion and it passed unanimously.

8. Discuss and take possible action on quotes for guardrail on South Piney Point Road

The City reported several instances in which southbound cars veer off S. Piney Point Road just south of Memorial running off the road and over multiple crepe myrtles before hitting a large oak tree. Another location of damaged guardrail is on S. Piney Point Road in the northbound direction between Carlton Park and the Buffalo Bayou bridge. HDR solicited quotes for the repair of the guardrail at both locations. The City Engineer recommends Council accept the quotes from ISI Contracting, Inc. for the repairs to the guardrails. Council Member Dodds made a motion to accept the quotes from ISI Contracting, Inc. to repair the guardrails at both locations. Council Member Thompson seconded the motion and it passed unanimously.

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

The City Engineer updated Council on the progress of Beinhorn Drainage & Sidewalk Improvements Project. There has not been a lot of activity. Center Point is resolving conflicts with their gas lines and should be finished by the time the Contractor gets to those locations. The Contractor has been off to a very slow start on this project due to issues with their work crew. The manufacturer of the junction boxes has also had delay's because they are working with reduced staff due to the Corona Virus. Notice to Proceed was issued on March 9, 2020. Issues with the Contractor have been resolved and the City should see some progress.

The City Engineer updated Council on the 2020 Paving Improvements. HDR will assess additional asphalt point repairs to this project at the next Council Meeting.

Council inquired about any problems or issues with the Surrey Oaks Paving & Drainage Improvement Project. The City Engineer said everything is moving along well. He will call the Contractor regarding the possibility of switching Phase 4 or Phase 5.

At 7:47 p.m. Council Member Herminghaus left the Council Meeting.

10. Discuss and take possible action on the minutes of the March 30, 2020 Council meeting

Council Member Dodds made a motion to approve the Minutes of the March 30, 2020 Council Meeting. Council Member Bender seconded the motion and it passed unanimously.

Back to the Engineer's Report (item #8)

The City Engineer reported they had just received a quote for the survey of Chuckanut Lane. The cost is approximately \$7,000. This was an item on the Engineer's Report. The agenda item was to discuss and take possible action on the City Engineer's Report. There was no one opposed to the Mayor moving forward with this survey. Council Member Kollenberg made a motion to authorize the Mayor to execute and accept the survey proposal not to exceed \$7,500. Council Member Bender seconded the motion and it passed unanimously.

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

- Next Council Meeting is May 18, 2020
- Swear in Mayor and Council Members

Council Member Herminghaus returned to the Council Meeting at 7:51 pm

- Next Engineer Meeting is May 13, 2020
- MVPD and VFD Budgets

Citizens Wishing to Address Council – There was one Citizen Comment that was present during the meeting but missed the Citizens Wishing to Address Council at the beginning of the meeting.

- Ryan Harris, of Rob Ryan Construction thought he was on the agenda to discuss his issue. He recently built a home at 5 Memorial Point Lane. He missed the deadline for the Temporary Certificate of Occupancy because one of the nine items that needed to be completed had some issues and was not approved. The City Administrator will contact Mr. Harris to discuss.

12. Adjourn

Council Member Herminghaus made a motion to adjourn. Council Member Bender seconded the motion and it passed unanimously. The meeting adjourned at 8:01 p.m.

PASSED AND APPROVED this 18th day of May 2020



Mark Kobelan
Mayor



Karen Farris
City Secretary