



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, JANUARY 12, 2017
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Brian Muecke called the meeting to order at 6:32 p.m.

Present: Mayor Brian Muecke

City Councilmembers:

William Johnson

Carrol McGinnis

Barry Putterman

Bob Wiener

Matt Woodruff

Kelly Johnson, City Administrator/City Secretary-Treasurer

Lane Standley, Building Official

David Gott, Police Chief

Zack Petrov, Acting City Attorney

Absent: Lisa Modisette, Assistant City Secretary

2. CITIZEN/VISITOR COMMENTS

Andrea Hermann, 930 Karos Lane, asked about the last Drainage Committee Meeting. She stated she understood the minutes would be posted to the city website and there are none. She stated she is trying to attend the meetings and needs to know when the next meeting will be.

Mayor Muecke stated the last Drainage Committee Meeting was held in November before Thanksgiving. The committee will try to schedule another meeting for January. He stated at November's meeting Jeff Cannon, with LJA Engineering, Inc., explained about the previous studies that had been done. Jeff Cannon concluded with four options the city might consider. Option one would primarily solve drainage issues on the west side but could apply elsewhere in the city and involves an analysis of possibly expanding the existing city infrastructure. Option two involves an analysis of the city's infrastructure and other entities' infrastructure as they exist now and possibly tying the two infrastructures together to affect Hedwig Village in a positive way. Option three is an analysis of hydrology over the city streets on the surface as the streets are now and how things might be improved by possibly lowering and tilting the streets for better water flow. Option four was not discussed. Jeff Cannon had

crews out in the city surveying to gather information not already available. The survey work should be done in time for the January meeting. The date will be posted on the city website.

- 3. CONSENT AGENDA**– All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Councilmember Putterman severed the December 8, 2016 Council Minutes from the consent agenda for corrections. He stated on page 4, Fire Department Report, fourth bullet point, the word “month” should be “meeting”.

Councilmember Wiener moved, Councilmember Putterman seconded, to approve the December 8, 2016 Council Minutes with the suggested correction.

Councilmembers Johnson, McGinnis, Putterman, Wiener, and Woodruff voted “Aye”, “Noes” none.

Councilmember McGinnis asked why there were so many invoices from Accutek Computer Solutions and why is the city now paying the invoices unless those invoices were disputed or contested.

Kelly Johnson, City Administrator, stated Accutek will do a better job in invoicing the city in a timelier manner. The city has procedures in place for department approval of invoices and those procedures could take time. Accutek has been requested to provide additional information for invoices submitted for payment. The work covered by the invoices has been completed.

MOTION CARRIED UNANIMOUSLY

A. Approval of Minutes

November 10, 2016 Regular Council Meeting

B. Approval of General Fund Bills

General Fund Bills - #32235 - #32303
Voided Checks – #32263

C. Approval of General Fund Bills over \$2,500

Bob Baldwin - \$2,525.00
LJA Engineering, Inc. - \$23,335.00
Denny’s Electric - \$4,181.00
City of Houston - \$18,696.00

Harris County Appraisal District -
\$3,877.00
Wells Fargo Credit Card - \$6,508.88
Accutek - \$32,193.63

Climatec - \$2,521.50

D. Approval of Construction Fund Bills

0 Items - \$0.00

E. Approval of Police Seizure Bills

0 Items - \$0.00

Councilmember Putterman moved, Councilmember Woodruff seconded, for the approval of the Consent Agenda.

Councilmembers Johnson, McGinnis, Putterman, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – December 2016 – Kelly Johnson, City Administrator/City Secretary-Treasurer

Kelly Johnson stated the December financial report is not ready but sales tax information is available. Sales tax was up 8.31% in January over the same time period as last year. She explained that the sales tax received may include sales tax prepayments in addition to regular monthly sales tax payments. Sales Tax Assurance does a comparison report to show if any prepay or penalties are included in the sales tax the city receives. Sales Tax Assurance has determined one retail business in the city that is not paying sales tax. The sales tax generated by this business is not a large amount and has been reported to the comptroller’s office. She stated Sales Tax Assurance will focus on online sales next.

Kelly Johnson stated the preliminary year end financials should be available in a couple of weeks. She stated the auditors are scheduled to do their field work here at City Hall the second week in March.

B. Police Report – December 2016 Crime Report & Statistics – Police Chief Gott

Chief Gott discussed the crime report:

- There have been no violent crimes in the past few months.
- There were no residential burglaries for the entire year of 2016.
- Total crime numbers are down for the year with 223 total crimes reported in 2016 compared to 231 reported in 2015 and 286 reported in 2014.

- Theft from a business numbers increased over the same time period as last year. Shoplifting is included in this number and some stores are reporting this crime more often.

C. Fire Department –Meeting – Councilmember Johnson

No meeting

D. Drainage Committee – Update – Mayor Muecke

Mayor Muecke reported on the Drainage Committee during the Citizens/Visitors Comment section in response to a question from Mrs. Hermann.

E. Planning & Zoning Commission – January Meeting – Councilmember/P&Z Liaison Wiener

Councilmember Wiener discussed the following:

- The Planning & Zoning Commission (P&Z) held a meeting on January 10, 2017.
- P&Z worked on resolving issues with the high school's electronic message sign. Language was added to the revised sign ordinance to allow the Building Official to make a final determination on signage.
- P&Z will recommend to city council the revised sign ordinance at which time city council will order a public hearing.
- P&Z did not make any decisions on parking ratios.

F. Mayor – Report – Brian Muecke

Mayor Muecke thanked Bitsy Searcy again for volunteering her time on P&Z. He also welcomed Shirley Rouse to P&Z. He also congratulated the police department on an outstanding 2016.

G. Building Official – Monthly Report – Lane Standley

Lane Standley discussed the following:

- Permits issued are down for the year, possibly due to the economy.
- Seven new houses under construction, including two homes permitted this month.
- Goode Company has pulled a permit to renovate the old Mason Jar location.

H. City Administrator – Update on Decorative Street Poles

Kelly Johnson reported on the following:

Decorative Street Poles Phase II – 71 poles have been sent to be powder coated. These poles will be installed when powder coating is complete. Terry Vick will send a second set of poles for powder coating when the first set of poles are returned and installed. The first signs to be replaced will be speed limit and school zone signs. The city receives a significant savings by powder coating the poles instead of purchasing new poles.

5. CONSIDERATION OF ORDINANCES / RESOLUTIONS – The City Council will discuss and consider possible action of the following:

An Ordinance of the City of Hedwig Village, Texas; providing for the holding of a general election to be held on May 6, 2017, for the purpose of electing a mayor and two (2) council members and providing details relating to the holding of such election.

Ordenanza de la ciudad de Hedwig Village, Texas; que dispone la celebración de una elección general a ser celebrada el 6 de Mayo de 2017 con el fin de elegir un alcalde y dos (2) concejales y estipula los detalles relativos a la celebración de tal elección.

Councilmember McGinnis moved, Councilmember Woodruff seconded, to approve the ordinance calling for a general election to be held on May 6, 2017.

Councilmembers Johnson, McGinnis, Putterman, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Councilmember Johnson stated he would not run for reelection this year. He stated he has been on council for eight terms and it was time for him to step aside. He requested to continue to represent the City of Hedwig Village on the Fire Commission and he will remain an active member of the Drainage Committee. He stated he would remain on the council until his term expires.

Mayor Muecke thanked Councilmember Johnson for his years of service and his expertise.

6. CONSIDERATION OF CONTRACTS/AGREEMENTS – The City Council will discuss and consider possible action on the following:

None

7. CONSIDERATION FOR REQUESTS FOR COUNCIL AUTHORIZATION - The City Council will discuss and consider possible action on the following:

A. Discussion and possible action to appoint Shirley Rouse to the Planning & Zoning Commission.

Mayor Muecke nominated Shirley Rouse to the open position on the Planning & Zoning Commission vacated by the retirement of Bitsy Searcy. Mrs. Rouse's term would expire May 2017.

Mayor Brian Muecke moved, Councilmember Johnson seconded, to approve the nomination of Shirley Rouse to the Planning & Zoning Commission.

Councilmembers Johnson, McGinnis, Putterman, Wiener, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

- A. Proclamation – Recognizing Bitsy Searcy for her dedicated service to the City of Hedwig Village.

Mayor Muecke read the proclamation honoring Bitsy Searcy for her dedicated service while serving on the Planning and Zoning Commission (P&Z) for approximately 15 years. He presented Mrs. Searcy with a gift from the city.

Councilmember Wiener stated Mrs. Searcy was an informed and eager member of P&Z. He thanked Mrs. Searcy for her service.

Bitsy Searcy thanked Council for the experience and the challenge of watching the city grow.

- B. Discussion regarding a request from Memorial Groves Townhomes for trash service to be included with and paid by the City of Hedwig Village.

Mayor Muecke stated Memorial Grove Townhome Home Owners Association (HOA) approached the city in 2016 to include trash pickup for the townhomes in the contract the city already has with Republic Services. The townhome owners pay city property taxes which are used to pay Republic Services contract. In the 2017 Budget funds are allocated for collection of trash service for the townhomes based on an estimate given by Republic Services. The estimate is in the amount of \$16,000. Mayor Muecke stated Council should discuss offering this service to Memorial Grove Townhomes.

Christy Nguyen, Memorial Grove Homeowners Association President, stated Memorial Grove consists of 138 individually owned residences. Each resident pays property taxes to the city. Ms. Nguyen stated Memorial Grove residents have not received the same level of service from the city as other property owners in the city. She requested the city provide residential trash service for Memorial Grove Townhomes.

Councilmember McGinnis asked if the Memorial Grove Townhomes has dumpsters or individual trash collection.

Ms. Nguyen stated Memorial Grove Townhomes has five dumpsters. Residents put their trash into any of the five dumpsters.

Mayor Muecke stated the city asked Republic Services for a quote on adding the dumpster service to the contract already in effect. Mayor Muecke stated the city has attempted to get trash information from Memorial Green Townhomes to no avail. Kelly Johnson, City Administrator, stated the Republic Services quote would be for twice weekly service for Memorial Grove Townhomes with larger dumpsters. She stated Memorial Green Townhomes has not approached the city for trash service.

Mayor Muecke stated that both quotes would add approximately \$16,000 to the contract the city already has with Republic Services and is consistent with the amount budgeted in the 2017 Budget.

Ms. Nguyen stated Memorial Grove Townhomes pays WCA \$1,180.64 per month for three weekly scheduled trash collections. She stated trash service is included in the HOA dues the residents pay.

Mayor Muecke stated that it appears that the councilmembers are in favor of assuming the trash collection for Memorial Grove Townhomes and the city will move forward at another council meeting when council may act on a motion.

- 9. CLOSED SESSION** – The City Council will retire into Closed Session as authorized by Chapter 551; Texas Government Code, to discuss the following matters:

None

- 10. ACTION – CLOSED SESSION** - The City Council will discuss and consider any action necessary on items discussed in Closed Session.

None

11. ADJOURNMENT

Councilmember McGinnis moved, Councilmember Wiener seconded, to adjourn the meeting at 7:34 p.m.

Councilmembers Johnson, McGinnis, Putterman, and Wiener voted “Aye”, “Noes” none.

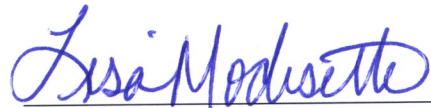
MOTION CARRIED UNANIMOUSLY

Approved and accepted on February 9, 2017.



Brian Muecke
Mayor

ATTEST:



Lisa Modisette
Assistant City Secretary