

THE CITY OF WOODBRANCH VILLAGE
REGULAR MEETING MINUTES
JANUARY 25, 2016

The City of Woodbranch Village council met in a workshop at 6:00 p.m. with a regular meeting that followed at 7:00 p.m., on Monday, January 25, 2016, in the City Hall Building at 58A Woodbranch Drive, New Caney, Texas, 77357. The regular meeting was called to order at 7:01 p.m. by Mayor Vera Craig. Roll call showed as being present City Attorney Leonard Schneider, Councilman Scott Essmeier, Councilman Melvin Mixon, Mayor Vera Craig, Councilman Joe Krispinsky and Councilwoman Debbie Lawson. City Secretary Charlotte Smith was present to take the minutes of the meeting. Councilman Melvin Mixon led the meeting with a prayer, followed by the pledge of allegiance to the flag.

REGULAR MEETING (7:00 P.M.)

#5. Debbie Kirkham, H, L, S & K – Annual audit review FYE2015

Debbie Kirkham presented council with a review of the annual audits results for fiscal year ending 9-2015.

#6. Sign In Sheet and Resident Comments

No names appeared on the sign in sheet.

#7. CONSENT AGENDA

#7a. Approve Minutes from the December 21, 2015 – Regular Meeting

Copies of the minutes are on file in the City Secretary's office.

#7b. Approve Financial Statement General Fund – December 2015

Copies of this statement are on file in the City Secretary's office.

#7c. Approve Financial Statement Water & Sewer Fund – December 2015

Copies of this statement are on file in the City Secretary's office.

#7d. Approve Financial Statement Debt Service – December 2015

Copies of this statement are on file in the City Secretary's office.

#7e. Approve Bills for the General Fund – January 2015

Copies of the bills are on file in the City Secretary's office.

#7f. Approve Bills for the Water & Sewer Fund – January 2015

Copies of the bills are on file in the City Secretary's office.

#7g. Approve Bills for the Debt Service Fund – January 2015

Copies of the bills are on file in the City Secretary's office.

#7h. Approve Court Report – December 2015

Copies of this report are on file in the City Secretary's office.

#7i. Approve Police Report – December 2015

Copies of this report are on file in the City Secretary's office.

#7j. Approve Road & Ditch Report – December 2015

Copies of this report are on file in the City Secretary's office.

#7k. Approve Storm Water Management Report – December 2015

Copies of this report are on file in the City Secretary's office.

The motion to approve items 7a, 7b, 7c, 7d, 7e, 7f, 7g, 7h, 7i, 7j and 7k was made by Councilman Melvin Mixon. The motion was seconded by Councilwoman Debbie Lawson, motion carried.

#8. Approve Operator's Report – December 2015

The motion to approve the report, as submitted, was made by Councilman Scott Essmeier. The motion was seconded by Councilman Joe Krispinsky, motion carried. Copies of this report are on file in the City Secretary's office.

#9. Alan Rudolph, President/Co-owner, Speedsportz Racing Park at Grand Texas

Mr. Rudolph presented council with the details of his project, to be constructed on the west side of the highway, and discussed how he felt the impact to the City of Woodbranch would be minimal.

#10. Consider, discuss and/take possible action to appoint, swear in and seat to fill the vacancy of Council Position 3 (Vera Craig, Mayor)

The motion to appoint resident Mark Kroll to Council Position 3 was made by Councilman Scott Essmeier. The motion was seconded by Councilman Melvin Mixon, motion carried. City Secretary, Charlotte Smith administered the oath of office and Councilman Kroll was seated.

#11. Consider, discuss and/or take possible action on the change to the employee handbook regarding the submission of a vacation request for time off (Vera Craig, Mayor)

The motion to approve the change that, except in cases of emergency, an employee seeking to use accrued vacation time would have to submit a request, to his/her supervisor and Mayor, for approval 7 days prior to the use of vacation time, was made by Councilman Melvin Mixon. The motion was seconded by Councilman Joseph Krispinsky, motion carried.

#12. Consider, discuss and/or take possible action on the bid submitted for audio equipment for the meeting room (Vera Craig, Mayor)

No action was taken on this item.

#13. Consider, discuss and/or take possible action on the bid submitted for the regular cleaning of the city hall/police department building (Vera Craig, Mayor)

No action was taken on this item.

#14. Consider, discuss and/or take possible action on Ordinance 251-2015- an ordinance proposing nuisance and abatement regulations (Vera Craig, Mayor)

No action was take on this item.

#15. Consider, discuss and/or take possible action on Ordinance 253-2015- an ordinance rules and regulations for open carry/concealed handgun (Leonard Schneider, City Attorney)

No action was take on this item.

#16. Closed Executive Session in Accordance with the Open Meetings Act TEX. GOV'T VODE 551.074 – To discuss personnel matters –

16. (A) – to deliberate the appointment, employment, evaluation, duties, of a public officer or employee – Officer Terrell Duckett, Officer Phillip Frear, Officer Kelly Hiatt, Officer Domingo Montelongo, Officer Eric Pitts, Officer Robert Rodriguez, Officer Morris Scott, Chief Andre Singleton, Officer Ann Wilkins (Vera Craig, Mayor)

Council went in to closed session at 8:16 p.m.

#17. Reconvene and take possible action

Council reconvened in to regular session at 10:00 p.m. The motion to rescind the motion to hire Officer Kelly Hiatt was made by Councilman Melvin Mixon. The motion was seconded by Councilman Mark Kroll, motion carried.

#18. Announcements and requests for future agenda items and schedule a workshop pertaining to Ordinance 251-2015

Councilman Scott Essmeier announced the New Caney Fire Department will hold their annual chili dinner on Saturday, February 27, 2016 from 11:00 a.m. to 3:00 p.m. at Station #155 in Splendora, Texas. The dinner is being held to raise funds to afford the purchase, and installation, of a smoke detector in every home free of charge.

#19. Adjourn

The motion to adjourn the meeting at 10:03 p.m. was made by Councilwoman Debbie Lawson. The motion was seconded by Councilman Scott Essmeier, motion carried.