



**CITY OF HEDWIG VILLAGE, TEXAS  
REGULAR MONTHLY CITY COUNCIL MEETING  
THURSDAY, APRIL 12, 2018  
6:30 P.M. - 955 PINEY POINT ROAD**

**MINUTES**

**1. CALL TO ORDER**

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

Present: Mayor Brian Muecke

Councilmember Carroll McGinnis	Kelly Johnson, City Admin./Secr.-Treasurer
Councilmember Barry Putterman	Lane Standley, Building Official
Councilmember Shirley Rouse	David Gott, Police Chief
Councilmember Bob Wiener	Alan Petrov, City Attorney
Councilmember Matt Woodruff	Lisa Modisette, Assistant City Secretary

Absent: None

**2. CITIZEN/VISITOR COMMENTS**

Chase Tatro, Peter Cyr, and Sean Lewis, Boy Scout Troop 673 at St. Cecilia Catholic Church, attended the meeting to work on requirements for the Citizen in the Community Merit Badge.

Nicholas Broussard and Winston Kibler, Boy Scout Troop 673 at St. Cecilia Catholic Church, attended the meeting to work on requirements for the Communication Merit Badge.

Tom Roth, 854 Pecanwood, requested permission from council to update the city history that he wrote several years ago to include the information listed on the newly placed historical marker. Council had no objections. Mayor Muecke stated an email would be sent out to the residents concerning the dedication of the historical marker located on Gaylord Drive at Piney Point Road.

Andrea Hermann, 930 Karos Lane, thanked council for their efforts regarding the demolition of the house at 11710 Denise. Mayor Muecke presented Andrea Hermann with a city hard hat for her efforts concerning the house on Denise.

- 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.

**A. Approval of Minutes**

December 14, 2017 Joint Public Hearing Meeting  
December 14, 2017 Regular Council Meeting  
January 11, 2018 Regular Council Meeting  
January 29, 2018 Special Council Meeting

**B. Approval of General Fund Bills**

General Fund Bills - #33229 - #33296  
Voided Checks – 1 check

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

Terry Vick - \$15,467.36	Cardinal - \$18,582.50
Texas Workforce Commission - \$3,029.00	Johnson Petrov - \$7,394.44
Bob Baldwin - \$2,520.00	Municipal Code Corp - \$4,571.14
Village Independence Festival - \$5,000.00	Climatec, Inc - \$2,574.46

**D. Approval of Police Seizure Bills**

0 Items - \$0.00

Mayor Muecke requested removal of the listed minutes from the consent agenda for corrections.

Councilmember Woodruff moved, Councilmember McGinnis seconded, for the approval of the Consent Agenda with the removal of the listed minutes.

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

**MOTION CARRIED UNANIMOUSLY**

Mayor Muecke stated there were no corrections to the December 14, 2017 Joint Public Hearing minutes.

Councilmember McGinnis moved, Councilmember Putterman seconded, to approve the December 14, 2017 Joint Public Hearing minutes.

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

**MOTION CARRIED UNANIMOUSLY**

Councilmember Woodruff requested the following correction to the December 14, 2017 Regular Council Meeting minutes:

1. Page four, first paragraph – strike the word “of” and after the word “difference” include “in medical outcomes resulting from”.

Mayor Muecke requested the following corrections to the December 14, 2017 minutes:

1. Page three, fourth bullet point – insert the word “Company” after the word “Goode”
2. Page three, Police Report, third bullet point – strike the sentence “The police department ve the 2013 models.”
3. Page four, third paragraph – insert a comma after the word “second”
4. Page ten, section eight A, second paragraph, last sentence – insert the word “final” after the word “The”.
5. Page eleven, first paragraph, third sentence – add an “s” to the word “Hunter” and insert the “Creek” at the end of the sentence.
6. Page twelve – remove the sentence in red that reads “Hard to hear Jeff Cannon – So summary may not be accurate”

Councilmember McGinnis requested the following correction:

1. Page nine, second paragraph, first sentence – insert “time” after the word “certain”.

Councilmember Woodruff moved, Councilmember McGinnis seconded, for the approval of the December 14, 2017 Regular Council Meeting minutes with the corrections as stated above.

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

**MOTION CARRIED UNANIMOUSLY**

Mayor Muecke requested the following correction to the January 11, 2018 Regular Council Meeting minutes:

1. Page seven, third paragraph, final sentence – strike the sentence “Jeff Cannon stated he would recommend not moving any boundary lines”.

Councilmember Putterman moved, Councilmember Woodruff seconded, for the approval of the January 11, 2018 Regular Council Meeting minutes with the corrections as stated above.

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

**MOTION CARRIED UNANIMOUSLY**

Mayor Muecke suggested the following correction to the January 29, 2018 Special Council Meeting minutes:

1. Page four, second paragraph after the “Motion did not carry”, third sentence – strike the “s” in the word “Councilmembers”

Councilmember Putterman moved, Councilmember Wiener seconded, for the approval of the January 29, 2018 special council meeting minutes with the corrections as stated above.

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

**MOTION CARRIED UNANIMOUSLY**

**4. REPORTS**

**A. Financial Report – February and March 2018 – Kelly Johnson**

Kelly Johnson discussed the following:

- The available balance in the General Fund was \$1,495,215.
- The Operating Reserve was \$95,439.
- The city has collected 97.86% of the Ad Valorem taxes, with a budgeted amount of \$1.9 million.
- The city has collected approximately 47% of budgeted revenues.
- The city has spent approximately 21% of budgeted expenditures.
- General Fund Personnel Overtime and Dues and Subscriptions line item expenditures are approximately half of the budgeted amounts.
- Police Department (PD) Fund Crime Analysis line item expenditures are over-budget. The city is waiting on a reimbursement.
- PD Vehicle Maintenance line item expenditures are approximately half of the budgeted amount.
- Public Works Vehicle Maintenance expenditures are approximately half of the budgeted amount.
- Sales tax are down 3% for March 2018 but up 5% year to date.

Councilmember Woodruff asked if the city has a pending FEMA claim for Hurricane Harvey expenses.

Kelly Johnson stated the city’s FEMA claim is approximately \$40,000 which is not yet paid. All paperwork has been submitted to FEMA.

Councilmember McGinnis asked for an update on the ad valorem tax refunds.

Kelly Johnson stated all ad valorem tax refunds have been processed.

Kelly Johnson informed council that the city’s electric provider contract will expire soon. She asked Alan Petrov if council needs to approve the new electric contract. She also

asked for guidance from council for Councilmember Rouse and Kelly Johnson to look at better rates. She stated council could ratify the approval of the new contract at the next council meeting.

Alan Petrov, City Attorney, stated council would need to approve the electric contract.

Council agreed to allow Councilmember Rouse and Kelly Johnson to review and select a new electric contract.

Councilmember Rouse stated she has received quotes with a start date of May 7, 2018. She stated the price per kilowatt hour would increase if the new contract was not effective on that date.

Councilmembers agreed to allow Councilmember Rouse and Kelly Johnson to review and decide on a provider, terms, and length of term for a new electric contract for the city.

**B. Police Report** –March 2018 Crime Report & Statistics – Chief David Gott

Chief Gott discussed the following:

- The city had 21 total crimes for March 2018.
- The city had four assaults in March with two arrests.
- The department had two car chases. Both suspects were arrested.
- The department had three felony arrests.

Councilmember Rouse asked if the department had any leads for the damages to the park equipment.

Chief Gott stated there were no leads and the park does not have cameras installed.

Kelly Johnson stated the city filed an insurance claim for the damages and has received the money.

**C. Fire Department** – Meeting – Alternate Fire Commissioner Barry Putterman

Alternate Fire Commissioner Barry Putterman discussed the following:

- The Fire Commissioners met on March 28, 2018.
- The commissioners discussed the roof replacement. The roof tested positive for asbestos which will increase the cost of the replacement. The time allotted between receiving the bids and awarding the bid will allow the villages to review the bid.
- The commissioners discussed the legality of having a hiring bonus. The Village Fire Department attorney stated a hiring bonus is legal if it is budgeted.

**D. Planning & Zoning Commission** – Meeting Update – Councilmember Shirley Rouse

Councilmember Rouse discussed the following:

- The March P&Z meeting was held on April 5, 2018.
- P&Z discussed amending business uses.
- P&Z discussed hiring a consultant to review the ordinances.
- Potential subjects that may come before council at the May meeting include:
  1. Buried powerlines
  2. Lighting ordinance
  3. Possible business uses

**E. Mayor** – Mayor’s Monthly Report – Brian Muecke

Mayor Muecke discussed the following:

- The Memorial Village Heritage Trail – Hedwig Village’s historical marker has been installed. The dedication will be on April 21, 2018 with the Hedwig Village location at 2:30 p.m. The City of Hunters Creek and the City of Piney Point also have historical markers.

**F. Building Official** – Monthly Report – Lane Standley

Lane Standley discussed the following:

- The permits issued in March have increased over the permits issued in February.
- Pappy’s moved out of the city April 1, 2018.
- Tacos to Go Go plans will be submitted April 13<sup>th</sup>.
- The renovation permit for 9135 Katy Freeway has been issued.

Councilmember Wiener asked about the Toys R Us center.

Lane Standley stated members of P&Z will meet with Moody National LLC to discuss a possible PUD at that site. Moody National would like an increase in height for their building or parking garage.

Councilmember Rouse asked if a traffic study would be required for Tacos to Go Go.

Lane Standley stated a traffic study will be submitted with the plans.

**G. City Administrator** – May Election, Audit – Kelly Johnson

Kelly Johnson reported on the following:

- The city will hold an election on May 5, 2018 to elect three councilmembers. Early voting will start on April 23<sup>rd</sup> and will end on May 1<sup>st</sup>. Thursday, April 26<sup>th</sup> and Tuesday, May 1<sup>st</sup> will be the two 7 a.m. to 7 p.m. days for early voting.

- The financial audit will begin April 23<sup>rd</sup>.

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

- A. A Resolution of the City of Hedwig Village, Texas, providing for the establishment of a Schedule of Fees for Building and Construction Services as well as Contractor Registration; repealing all or parts of other fee schedules inconsistent or in conflict therewith.

Mayor Muecke stated the building and construction fees approved at the April 28<sup>th</sup> meeting were incorrect. The backup provided for this meeting has the correct incremental fees.

Councilmember Rouse moved, Councilmember Putterman seconded, to approve the Resolution to establish a Schedule of Fees for Building and Construction Service and Contractor Registration.

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

**MOTION CARRIED UNANIMOUSLY**

**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:

None

**8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS**

None

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

- A. As authorized by Section 551.072, to consult with the City Attorney, regarding granting an easement.

Councilmember Putterman moved, Councilmember Wiener seconded, to recess into Executive Session at 7:37 p.m.

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

**MOTION CARRIED UNANIMOUSLY**

The council meeting reopened at 8:26 p.m.

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

**A. Granting a Sewer Line Easement at 8955 Gaylord Drive to Memorial Villages Water Authority**

Councilmember Putterman moved, Councilmember Wiener seconded, to authorize and direct Mayor Muecke to execute and deliver the sewer line easement with the changes as discussed in executive session.

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

**MOTION CARRIED UNANIMOUSLY**

**11. ADJOURN**

Councilmember Wiener moved, Councilmember Woodruff seconded, to adjourn the meeting at 8:35 p.m.

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

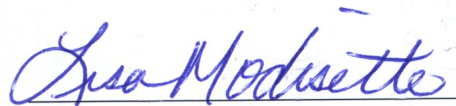
**MOTION CARRIED UNANIMOUSLY**

Approved and accepted on July 12, 2018.



Brian T. Muecke, Mayor

ATTEST:



Lisa Modisette, Asst. City Secretary