



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
FEBRUARY 10, 2022
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Jinks called the meeting to order at 6:31 p.m.

Present: Mayor Tom Jinks

Councilmember Dane Johnson
Councilmember Harry J. Folloder
Councilmember Shirley Rouse
Councilmember Matt Woodruff

David Gott, Police Chief
Lisa Modisette, Asst. City Secretary
Alan Petrov, City Attorney
Kevin Taylor, Building Official

Absent: Councilmember Scott Davis

Kelly Johnson, City Admin/Sec.
Treas.

2. PLEDGE OF ALLEGIANCE

Mayor Jinks led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. CITIZEN/VISITOR COMMENTS

Andrea Hermann, 930 Karos Lane, expressed disappointment in the progress of the Drainage Committee.

Councilmember Johnson thanked Detective Sergeant Collins and the police department for the successful investigation of an identity theft case. The suspect was identified.

4. REPORTS

A. Financial Report – December 2021 – Lisa Modisette, Assistant City Secretary

Lisa Modisette discussed the following:

- The City is fully collateralized.
- The sales tax is up almost twenty percent for December 2021 compared to the same time period in 2020. Sales tax is down almost ten percent for the year compared to the same time period as 2021.

B. Police Report – December 2021 Crime Report & Statistics – Chief David Gott

Chief Gott discussed the following:

- Former officer Richard Hernandez has been indicted on official oppression charges. A review of his traffic stops and cases during his employment showed no history of such behavior while he was an employee of the department.
- A road rage incident occurred on the freeway in Hedwig Village. The suspect was arrested and is currently in jail.

C. Fire Department – Councilmember Folloder, Commissioner

Councilmember Folloder discussed the following:

- The renovation project is almost complete. The overhead bay doors have been delivered and will be installed soon.
- The department is fully staffed. All firefighting personnel are also fully qualified as Emergency Medical Services (EMS).
- The department has responded to forty three calls for service in the City for 2022. Fourteen of those calls were for life threatening EMS incidents and three were for life threatening fire incidents.
- Response times for Hedwig Village are well below the national average for fire, medical, and advanced life-saving calls.

D. Beautification – Kathryn Schenk, Committee Chairperson

Kathryn Schenk discussed the following:

- Work will begin soon on trimming trees and crepe myrtles on Corbindale.
- Possible planting of an oak tree on the traffic circle at Monte Cello and Capri.
- Possible landscaping at the traffic triangle at North Lou Al and South Lou Al.
- Monument signs to be completed in the next couple of weeks.
- Councilmember Johnson requested landscaping at the traffic triangle located on Hedwig Circle.

E. Streets and Drainage Committee – Councilmember Rouse

Councilmember Rouse discussed the following:

- Streets and Drainage held a meeting on February 9, 2022. Topics discussed were:
 - Next phase of contract with LJA Engineering, Inc. LJA provided an estimate of \$2.2M for design of the Westside Drainage Project, project management, manage the bidding phase for the project, etc. The committee will request LJA to provide a detailed cost estimate of each of the three parts and the estimated cost to complete the project in phases. Councilmembers discussed the lack of a report from LJA for the work performed under the agreement that recently expired.
 - The City has been awarded approximately \$655,000 from the Coronavirus Local Government Relief Fund. The City received half of the funds in 2021 and will receive the remaining half in the summer of 2022. The funds can only be spent on certain expenses. The Streets and Drainage Committee is looking into possible drainage plans for the funds. Councilmember Woodruff suggested speaking with Harris County Commissioner Tom Ramsey regarding the requirements and deadlines for the funds.
 - The Streets and Drainage Committee discussed, and is in favor of, two agreements between the City and IDS Engineering Group. The scope of work for one of the agreements would include a review of the Westside Drainage project. The other agreement would include creating a

maintenance program for the City's infrastructure. Proposals have been received from IDS for both agreements.

F. Building Official – Kevin Taylor, Building Official

Kevin Taylor discussed the following:

- Memorial High School – The bus loop phase and inspections have begun. The northerly traffic light on Echo Lane has been approved for repairs to the two broken sensors.
- Carter's Pet Store, located at 9333 Katy Freeway, is undergoing a remodel to reduce their retail footprint. An office remodel, located at 8915 Gaylord Drive, has been permitted and is currently in the cover stage of the project. The Teahouse, located at 9412 Gaylord #A, is in the final stages of construction and should be completed soon.
- Three new residences are under plan review.

G. Planning & Zoning Commission – Councilmember Scott Davis, Council Liaison

A written report was provided to City Council. The report included:

- The committee will review the commercial development standards in B-1 through B-4 Zoning Districts, to include a review of the sign ordinance, the parking ordinance, the approved uses in each district, review the Planned Unit Development (PUD) requirements, connectivity of the commercial districts.
- The next meeting discussion points include lighting standards, driveway requirements, walkability within the commercial districts, parking requirements.

H. City Administrator – Monthly Update – Lisa Modisette, Assistant City Secretary

Lisa Modisette discussed the following:

- The May election filing deadline is February 18, 2022 at 5:00 p.m.
- The City's 2021 financial audit will begin the week of April 4, 2022. The auditor will typically spend one week onsite and the balance of the work will be conducted through email from their office.

I. Mayor – Monthly Report – Mayor Tom Jinks

Mayor Jinks discussed the following:

- Dwayne Mallard, a Hedwig Village resident and architect, has completed the redesign of the house on Constance in order to save the tree. The redesign has been presented to the property owner.
- Attended the H-GAC Annual Meeting last week with Councilmember Rouse. H-GAC possibly has grant funds available for various projects.
- The Streets and Drainage Committee has been working tirelessly on the Westside Drainage Project.
- A review of the City's contracts and agreements is underway.

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 designating the City of Hedwig Village's Alternate Commissioner to the Village Fire Department Board of Commissioners.

Mayor Jinks recommended Doug Bergen as the City's Alternate Commissioner to the Village Fire Department Board of Commissioners.

Motion was made by Councilmember Johnson and seconded by Councilmember Folloder to approve the resolution as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

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

- A.** Discussion and possible action regarding the re-admittance of the City of Bunker Hill Village to the Village Fire Department as a full member.

The Interlocal Agreement Amendment the Council received in their packet only terminates the Agreement for Fire Protection and Emergency Services between the Village Fire Department and the City of Bunker Hill Village. The City is still waiting for the correct Amendment to the Interlocal Agreement that would allow the re-admittance of the City of Bunker Hill Village as a voting member of the Village Fire Department Board of Commissioners.

Motion was made by Councilmember Woodruff and seconded by Councilmember Folloder to approve the amendment to the Interlocal Agreement re-admitting the City of Bunker Hill Village into the fire department, terminating the Fire Protection and Emergency Services Agreement between the City of Bunker Hill Village and the Village Fire Department, and authorizing the Mayor to execute such documents. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

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

- A.** Proposed addition to the City of Hedwig Village Personnel Policies regarding Paid Quarantine Leave for employees.

Alan Petrov, City Attorney, stated the state passed a law requiring a policy related to paid quarantine leave.

Motion was made by Councilmember Folloder and seconded by Councilmember Johnson to approve the policy as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

- B.** Proposed addition to the City of Hedwig Village Personnel Policies regarding Mental Health Leave for employees.

Alan Petrov, City Attorney, stated the state passed a law requiring a policy related to mental health leave.

Motion was made by Councilmember Woodruff and seconded by Councilmember Johnson to approve the policy as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

- C. Discussion and possible action to authorize the Mayor to execute the Texas Subdivision and Special District Election and Release Form related to the Endo/Par Statewide Opioid Settlement.

Alan Petrov, City Attorney, stated the City may receive additional opioid settlements in the future as the state settles other opioid lawsuits.

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to authorize the Mayor to sign the Release Form as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

A. Proclamation for William "Bill" Johnson

Mayor Jinks presented Bill Johnson with a proclamation and a flag display thanking him for his years as the City's Village Fire Department Commissioner and currently as the City's Alternate Commissioner.

B. Proclamation for Robert "Pat" Murphy

Mayor Jinks presented Pat Murphy with a proclamation thanking him for his years as a member of the City's Planning and Zoning Commission, serving as Chairperson of the Commission multiple times.

9. **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

January 11, 2022 Regular Council Meeting
January 25, 2022 Special Council Meeting

B. Approval of General Fund Bills

General Fund Bills

Voided Checks – one

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

State Treasurer - \$12,744.44

TML Risk Pool - \$23,043.50

City of Houston - \$18,696.00

Johnson Petrov - \$4,563.03

Idemia - \$3,123.00

Tyler Technologies - \$2,862.17

City of Bunker Hill Village - \$3,705.73

Accutek - \$3,437.50

Axon Enterprise, Inc. - \$13,038.00

- D. A Resolution of the City of Hedwig Village, Texas acknowledging review of the City of Hedwig Villages Investment Policy.

Motion was made by Councilmember Johnson and seconded by Councilmember Rouse to approve the consent agenda as presented. Motion carried 4-0.

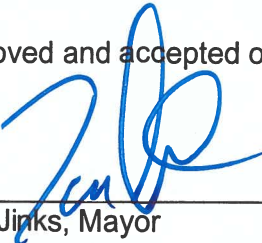
MOTION CARRIED UNANIMOUSLY

10. ADJOURN

Motion was made by Councilmember Johnson and seconded by Councilmember Rouse to adjourn the meeting at 8:00 p.m. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on March 10, 2022.



Tom Jinks, Mayor

ATTEST:



Lisa Modisette, Asst. City Secretary