

**Mayor**  
Dee Grimm

**Council Members**  
Dwayne Padalecki  
Susann Baker  
Caid Franckowiak  
Deborah McInerney  
John Hafner

**City Secretary**  
Janice Staudt

**CITY OF ST. HEDWIG**  
P.O. Box 40  
St. Hedwig, Texas 78152  
(210) 667-9568 Office  
(210) 667-1448 Fax

**APPROVED MINUTES**  
of the Regular City Council Teleconference Meeting

May 7, 2020

**1. CALL MEETING TO ORDER**

Mayor Dee Grimm called the teleconference meeting to order at 7:30 pm.

**2. ROLL CALL AND ESTABLISH A QUORUM**

Roll call was taken. Members present were Councilman Dwayne Padalecki, Councilwoman Susann Baker, Councilman Caid Franckowiak, Councilwoman Deborah McInerney and Councilman John Hafner. A quorum was established. Janice Staudt presided as City Secretary.

**3. READING AND APPROVAL OF MINUTES**

There were four sets of minutes to approve. Note that the approval of the February 6, 2020 regular City Council meeting minutes was tabled at the March 5, 2020 regular City Council meeting until the April 2, 2020 Council meeting. The April 2, 2020 Council meeting was then canceled due to the COVID-19 pandemic.

The first set of minutes to approve was from the February 6, 2020 regular City Council meeting. Councilwoman Susann Baker moved to approve the minutes as written. Councilwoman Deborah McInerney seconded the motion. Mayor Grimm proceeded with a roll call vote. Councilman John Hafner abstained from voting since he was absent at that meeting and the remaining four council members voted in favor of approving the minutes. The February 6, 2020 minutes were approved.

The second set of minutes to approve was from the March 5, 2020 City Council Public Hearing. Councilman John Hafner moved to approve the minutes as written. Councilwoman Susann Baker seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor of passing the minutes. The March 5, 2020 City Council Public Hearing minutes were approved.

The third set of minutes to approve was from the March 5, 2020 regular City Council meeting. Councilman Dwayne Padalecki requested an amendment be made to the minutes

on page 5 under "City Park" to include a statement indicating that he distributed a list of trees to be planted in the city park to all the Council members for their review. Councilman John Hafner moved to approve the minutes as amended. Councilwoman Deborah McInerney seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor of passing the minutes as amended. The March 5, 2020 regular City Council meeting minutes were approved as amended.

The fourth set of minutes to approve was from the March 30, 2020 Emergency Called City Council Teleconference Meeting. Councilwoman Susann Baker moved to approve the minutes as written. Councilman John Hafner seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor of passing the minutes. The March 30, 2020 Emergency Called City Council Teleconference Meeting minutes were approved.

#### **4. READING AND APPROVAL OF FINANCIAL SUMMARY**

There were three financial summaries to approve. Note that the approval of the January, 2020 financial summary was tabled at the March 5, 2020 regular City Council meeting until the April 2, 2020 Council meeting. The April 2, 2020 Council meeting was then canceled due to the COVID-19 pandemic.

The first financial summary to approve was for January, 2020. Councilman John Hafner moved to approve the January, 2020 financial summary. Councilwoman Susann Baker seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor; the January, 2020 financial summary was approved.

The second financial summary to approve was for February, 2020. Councilman John Hafner moved to approve the February, 2020 financial summary. Councilwoman Deborah McInerney seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor; the February, 2020 financial summary was approved.

The third financial summary to approve was for March, 2020. Councilwoman Deborah McInerney moved to approve the March, 2020 financial summary. Councilwoman Susann Baker seconded the motion. Mayor Grimm proceeded with a roll call vote. All were in favor; the March, 2020 financial summary was approved.

#### **5. RECEIVE AUDIT REPORT FOR 2018-2019 FISCAL YEAR BY KARL GOERING WITH ARMSTRONG, VAUGHAN & ASSOCIATES**

Mr. Karl Goering with Armstrong, Vaughan & Associates, presented the City's 2018-2019 fiscal year audit report to Council. He reported a clean audit, a great year financially for the City, and said they gave the City an "unmodified opinion", meaning they did not find any material misstatements with the financials, and is the best audit opinion they can give. Mr. Goering then reviewed the audit report with Council and concluded that the City is in a very healthy position.

## **6. REPORT FROM FIRE DEPARTMENT**

Although there was no report from the Fire Department, Mayor Dee Grimm announced how the Fire Department has been very diligent in handling the COVID-19 situation.

## **7. REPORT FROM CODE COMPLIANCE**

Code Compliance Officer Kim Fornof presented the May report. She said she is regularly receiving survey requests from multiple entities about the number of permits being issued. Ms. Fornof said several building permits are pending fire inspections because Bexar County Fire Marshall claims the City no longer has an interlocal agreement with them in order for them to perform the inspections. Mayor Dee Grimm said she believes we still have such agreement and will discuss the matter with Ms. Fornof next week. Councilwoman Susann Baker inquired about the parking issue at Green Bexar Farm and Ms. Fornof said she would look into it. Councilman John Hafner asked about the potential unpermitted business at 4282 E FM 1518 N and Ms. Fornof said she is monitoring it and has sent them a letter.

Ms. Kim Fornof also presented the April Code Compliance Report. She said she is receiving numerous calls from people living outside the city limits, in St. Hedwig's Extraterritorial Jurisdiction (ETJ), which have St. Hedwig addresses, who believe they should be receiving help on issues from the City. Councilman Dwayne Padalecki stated that the realtor's need to be held accountable for leading these homeowners to believe they are buying in Saint Hedwig, when they're not, and would like to see the City's attorney get involved to stop the misinformation.

For a complete report, see it on our website at [sainthedwigcity.org](http://sainthedwigcity.org) under Code Compliance Reports.

## **8. REPORT FROM PLANNING AND ZONING**

Planning and Zoning (P&Z) Commission Chairman, Mr. Charles Mais, presented the report and said their last meeting was February 18, preceded by a Public Hearing, where the Commission voted four in favor and one opposed to the rezoning request of 18 acres on Pittman Road owned by Robert Pennington. No other meetings were held since then due to the COVID-19 pandemic. The next Planning and Zoning Commission meeting is scheduled for May 19 via teleconference. Mayor Dee Grimm added that she received P&Z's recommendation to grant the rezoning request to Mr. Pennington. However, due to COVID-19 and decisions on public safety concerns, there was not enough time to provide the required notice to have the Public Hearing prior to tonight's meeting. Therefore, the Pennington rezoning request City Council Public Hearing will be held prior to the next City Council meeting.

## **9. CITIZENS TO BE HEARD**

Although no one signed up in advance to speak, as mandated on the agenda, Mayor Dee Grimm allowed for anyone who called in to the teleconference to speak anyways. She reminded everyone that 5 minutes is allocated for each citizen to be heard and that City Council is not allowed to engage in discussion with citizens to be heard, but they are allowed to provide factual answers to questions citizens may have.

Helene Davis, 14489 Miller Road, requested a pile of tv's dumped along Miller Road to be picked up. Councilwoman Deborah McInerney replied that the debris had already been picked up by the City's Maintenance Department.

Wanda Polasek, thanked Councilman Caid Franckowiak for getting the striping done on La Vernia Road and also thanked Councilman Dwayne Padalecki for getting the parking lot drainage issue resolved at the local post office. She also expressed her gratitude and complimented the Maintenance Department for keeping the park clean and manicured.

## **10. OLD BUSINESS**

### **a. Roads – Receive Road Maintenance Report, and Take Action on Related Items**

Road Maintenance Report was presented by Councilman Caid Franckowiak who stated that Texas Road Repairs has been filling potholes and repairing cracks on various roads throughout the city.

Mayor Dee Grimm inquired about the status of the road assessment project. Councilman Dwayne Padalecki replied that 6S Engineering has completed a roadway paving condition map, which will enable Council to determine what road work needs to be performed.

#### **1. Matching Fund Project – Gable Road - Discuss and take action**

Councilman Dwayne Padalecki stated that the easement agreement with the landowner had not been executed so he will be meeting with the Engineer to determine how to proceed with the project without the easement agreement.

#### **2. Silesia Drive - Discuss potential deficiencies in the design/construction of the road - Discuss and Take Action**

Councilman Dwayne Padalecki stated that a second set of core samples of Silesia Drive has been taken and the test results should be received before the next Council meeting in June. Mayor Dee Grimm updated Council, stating the City hired a second Engineering company to take core samples of Silesia Drive to determine if the road was built in accordance to the specifications in the City's Ordinance and is awaiting the results of the tests. She also stated that the developer's attorney was

contacted, allowing them the opportunity to be present during this testing.

## **b. City Park**

### **1. General Park Report**

Councilman Dwayne Padalecki reported that new trees have been planted and associated irrigation has been installed in the park. He said there are plans to install more concrete pads for more park benches, and the existing lights in the east section of the park will be converted to LED lights.

### **2. Future Park Usages (County Line Band Performances)**

Mayor Dee Grimm stated that due to COVID-19 this topic is on hold.

## **c. Update on Monthly Crime Stats**

Councilwoman Susann Baker gave the Crime Stats Report. For the Month of March, 2020, there were a total of 10 crimes (of which 6 were outside the city limits): 3 violent crimes, 6 property crimes, and 1 narcotic law violation. For the Month of April, there were a total of 7 crimes (of which 6 were outside the city limits): 2 violent crimes and 5 property crimes. For locations of these crimes and all crime reports, please visit our website at [sainthedwigcity.org](http://sainthedwigcity.org)

## **d. St. Hedwig's Contract with MD Systems for Exclusive Waste Management Services within the City Limits**

Mayor Dee Grimm reminded Council that at the last meeting there was discussion concerning residents potentially using waste management services other than MD Systems. She asked Council to provide her with information and locations where this problem may exist so the City can resolve this issue. Mayor Grimm also discussed the concerns Councilman Dwayne Padalecki had about dumpsters that were located in the bar ditches and in the City's right-of-way, and asked Council to provide her with locations of such dumpsters so the City may address that issue also. Councilman Dwayne Padalecki recommended that the City Attorney send out letters to other waste management companies informing them of the City's contract with MD Systems for exclusive waste management services within the city limits. Mayor Grimm agreed and said she would have the attorney do so. Councilman Padalecki also stated he'd like to see every new resident receive notice of the City's contract with MD Systems by at least providing the notice with each building permit issued.

## **h. 2020 Census**

Councilwoman Susann Baker said she received notice that Saint Hedwig currently has had 60.7% participation in the Census. She thanked everyone for responding to the Census and hopes the participation rate will reach at least 80%.

## **11. New Business**

### **a. Telecommunications Right-of-Way Access Line Rates**

Mayor Dee Grimm said the City has the option to leave the telecommunications right-of-way access line rates the same as last year or increase them. She reminded Council that last year they decided to not increase the rates since some of the increase is passed on to the public. The deadline to reply this year was the end of April, but because Council did not meet in April due to COVID-19, Mayor Grimm said she made a decision without Council's input, which she has the authority to do, to keep the rates the same as last year, and let Council make a determination at the next opportunity to adjust the rates in September. Councilwoman Susann Baker and Councilman John Hafner both said they approved of the Mayor's decision.

### **b. Planning & Zoning Commission Concerns**

Mayor Dee Grimm said that, because it presents a potential liability for noncompliance, she must inform Council, that despite multiple requests, all the meeting minutes from the Planning and Zoning (P&Z) Commission have not been received. She informed the new Planning & Zoning Commission Chairman, Charles Mais, that said she is still trying to obtain these minutes from Commissioner Justin Jones. Chairman Mais said he has not yet received any minutes from Mr. Jones either, but will continue to work with Mr. Jones to acquire them. Mayor Grimm also said she asked the Planning & Zoning Commission to submit their progress notes and recommendations regarding changes to the Zoning Ordinance to the city attorney for their review, but the attorney has not yet received anything. Mayor Grimm said it is her obligation to make Council aware that changes to the Zoning Ordinance cannot proceed without review by the attorney. Chairman Mais assured Mayor Grimm that he will work on her request.

### **c. Announcement of New Positions to include New Accountant, New Attorney and New IT Consultant for the City**

Mayor Dee Grimm informed Council that City Accountant, Mary Jo Dylla, has requested to reduce her responsibilities. So therefore, at the recommendation of the City Auditor (Armstrong, Vaughan & Associates), Mayor Grimm said she retained, Brenda Keeton (Bookkeeping by BK), who has worked for other municipalities and is currently working for the City of Marion, to take over some or all of Ms. Dylla's responsibilities. Mayor Grimm acknowledged Mary Jo's

many years of outstanding service and dedication to the City, not only as the City Accountant, but also serving as Mayor.

Mayor Grimm also announced that City Attorney, Habib Erkan is no longer with the City's Attorney's Office, Denton Navarro Rocha Bernal & Zech (DNRBZ). She said DNRBZ has appointed Attorney Cindy Trevino, who has represented other small rural towns such as the City of Floresville, to represent Saint Hedwig. Ms. Trevino then introduced herself and spoke of her experience, specifically with other Type A General Law cities, as Saint Hedwig is.

Because of the desire to upgrade the City's website, Mayor Grimm said she retained a new IT consultant, Wes Ashburn (The Computer Loft), who has helped the City upgrade to current technology by assisting in the development of a new City website, [sainthedwigcity.com](http://sainthedwigcity.com) and upgrading the City's computers.

#### **d. COVID-19 Coronavirus Update**

Mayor Grimm thanked local businesses for their proactiveness and compliance with the Declaration of Public Health Emergency. She said the Texas Governor has lifted some restrictions and will continue to lift restrictions. Per Mayor Grimm's notice on the website and Facebook, she asked, not only as the Mayor, but as a nurse, to please continue to take precautions against COVID-19 and be mindful of social distancing. Mayor Grimm also reported there were two reported cases of COVID-19 in Saint Hedwig, but no new cases have been reported since.

## **12. ANNOUNCEMENTS**

Mayor Grimm announced that the next City Council meeting will be in June, preceded by a Public Hearing, and asked Council if they want to meet in person or via teleconference again. Upon discussion, Council agreed it would be best to meet in person, but at a larger venue, to better meet the criteria for social distancing. City Attorney Cindy Trevino noted that although there may be timeline variances in the law due to COVID-19, it would be best to hold the Public Hearing as soon as possible.

Mayor Grimm also made an announcement for the American Legion, that the free little library is open again.

## **13. DETERMINE AGENDA & DATE FOR NEXT MEETING**

Next City Council Meeting will be June 4, 2020.

1. Call Meeting to Order
2. Roll call & Establish a Quorum
3. Reading and Approval of Minutes
4. Reading and Approval of Financial Summary
5. Report from Fire Department

6. Report from Code Compliance
7. Report from Planning & Zoning Commission
8. Citizens to be Heard
9. Old Business
  - a. Roads
    1. Miller Road Bridge
    2. Matching Fund Project on Gable Rd
  - b. City Park
  - c. Update on Monthly Crime Stats
10. New Business
11. Announcements
12. Determine Agenda for next meeting
11. Adjournment

## **15. ADJOURNMENT**

Mayor Dee Grimm adjourned the teleconference meeting at 9:09 pm