

Regular Meeting Minutes – City of Plantersville  
January 11, 2021

The Board of Alderman of the City of Plantersville, Grimes County, Texas, met in regular session on Monday, January 11, 2021 at 7:00 p.m. in the Plantersville Town Hall, 11335 Lodge Lane, Plantersville, Texas.

Members Present:

Karen Hale, Mayor  
Kristina Keyser Mayton, Alderman Mayor Pro Tem  
Kimberly Allphin, Alderman Secretary  
Marilyn Bettes, Alderman  
Otis Greenwood, Jr., Alderman

Members Absent:

Frank Dean, Alderman

*LISTED TWICE  
CORRECTED MB*

Visitors present: John Greenwood, Carol Kurten, Sandra Kuta, Julee Kuta Wilson, ~~Sandra Kuta~~, and Joseph Ellis

1. Call to Order: Quorum was established. Mayor Karen Hale called the meeting to order at 7:01 p.m. Alderman Greenwood led the invocation with pledges recited.
2. Minutes: Meeting Minutes from December 14, 2020  
**Motion to Approve with Correction:** Alderman Bettes  
**Second:** Alderman Mayton  
**Voting Yes:** Unanimous  
**Final Resolution:** Motion carries  
  
Special Meeting Minutes from December 16, 2020  
**Motion to Approve:** Alderman Marilyn Bettes  
**Second:** Alderman Mayton  
**Voting Yes:** Unanimous  
**Final Resolution:** Motion carries
3. Public Comments: None
4. Invoices and items currently due and payable:  
Mayor Hale presented financial statement of all currently due and payable for the City of Plantersville to Aldermen.  
**Discussion:** Review of Name Badges Invoice \$29.70; GoDaddy Website and Domain Renewal Invoices \$293.15, budgeted items.  
**Motion to Approve:** Alderman Mayton moved to pay all outstanding invoices and items.  
**Second:** Alderman Bettes  
**Voting Yes:** Unanimous  
**Final Resolution:** Motion carries
5. Audit Year End September 30, 2020 conducted by McCall Gibson Swedlund Barfoot, PLLC., 13100 Wortham Center Dr., Suite 235, Houston, Texas presented by Mr. Joseph Ellis

**Discussion:** Mr. Ellis presented the completed audit report to board members with description of contents, format, time period and accounting methods. The included prepared letters of internal control and audit summary are provided for board review. There were no negative issues found and the audit report is ready to be submitted with grant proposal.

**Action - Motion:** Alderman Bettes moved to approve audit financial statements and letters of communication with a four-day review for the Board of Aldermen.

**Second:** Alderman Allphin

**Voting:** Yes: Unanimous

**Final Resolution:** Motion carries

6. Resolution 11-21 Adopting Written Policies for Capitalization and Depreciation of City Assets  
**Discussion:** Mayor Hale advised that a written policy has been suggested by the accounting firm and auditor, Mr. Ellis, for the proper handling of City Assets in the future. The resolution presented is based on this recommendation. The schedule of depreciation and tables utilized are the standard for assets with the useful life. The suggested model was provided by TCEQ. Mayor Hale provided a copy of the resolution to the board for review.  
**Action - Motion:** Alderman Mayton moved to adopt Resolution 11-21 Adopting Written Policies for Capitalization and Depreciation of City Assets as presented.  
**Second:** Alderman Greenwood  
**Voting:** Yes: Unanimous  
**Final Resolution:** Motion carries
7. 2021-2022 Community Development Fund, Community Development Block Grant, TxCDBG Community Development Fund  
**Discussion:** Mayor Hale advised this was added to agenda in the event of changes to the grant or new information.  
**Action:** None
8. May 2021 Election of Officers  
**Discussion:** Mayor Hale advised the posted notices with the Order of Election has been completed as required and being handled by Lucy Ybarra, Grimes County Elections Administrator. The dates for filing with location and times were reviewed.  
**Action:** None
9. Local Events on Website and Food Distribution information  
**Discussion:** Alderman Allphin advised that there was no additional research to present to the board at this time regarding the procedures used posting local events. Mayor Hale presented the Food Distribution dates provided by Sandra Kuta.  
**Action - Motion:** Alderman Allphin moved that the Food Distribution dates be added to the city website.  
**Second:** Alderman Bettes  
**Voting:** Yes: Unanimous  
**Final Resolution:** Motion Carries
10. Purchase of Property for a City Hall  
**Discussion:** Mayor Hale reviewed the email request for information on the status of the purchase of property for a city hall. Mayor Hale advised realtors have been contacted. local citizens have been asked to notify, board members are researching property/land that might become available too. If anyone has any leads or possible sites, please email the Mayor or a board member.  
**Action:** None

11. Community Interest:

Discussion: Food Distribution on January 21, 2021 at the Relay Station.

Town Hall renovations and additional ADA bathroom facilities to be added with ramp planned and should be a great benefit to the community.

12. Executive Session/Closed Meeting: None required

13. No Action Taken

14. Mayor Hale adjourned the meeting at 7:46 p.m.