

Regular Meeting Minutes—City of Plantersville
June 16, 2025

The Board of Aldermen of the City of Plantersville, Grimes County, Texas, met in Regular Session at 7:00 p.m. on Monday, June 16, 2025, in Plantersville Town Hall, 11335 Lodge Lane, Plantersville, Texas.

Members Present:

Kim Allphin, Mayor

John Greenwood, Mayor Pro-Tem

Marilyn Bettes, Alderman, Board Secretary

Brett Bratcher, Alderman

Sandra Kuta, Alderman

Dedrick Mallard, Alderman

Visitors: Karen Hale, Caitlin Correa, Kobi and Valerie Buvinghausen, Katherine Greenwood and Sonya Brewer

1. Call to Order: Quorum established. Mayor Allphin called the meeting to order at 7:00 p.m. Alderman Kuta gave the invocation. The pledges led by Alderman Bettes.

2. Approve Minutes of Regular Meeting of May 19, 2025, and Special Meeting of June 6, 2025

Motion to Approve: Alderman Bettes **Second:** Alderman Greenwood

Voting: Yes: Unanimous

Final Resolution: Motion carries

3. Public Comments: Jessica Bomar regarding community concerns and transparency from individuals of power within the community. The questions and conversations, short term and long term should be answered with honesty and trust. Defending our blessed country and state constitutions as we move forward as a community. The civic responsibility to our community and our country to stand for what is right. Going forward, making this community a safer and more informed place for all to live and grow.

4. Invoices and items currently due and payable:

Motion to Approve: Alderman John Greenwood **Second:** Alderman Dedrick Mallard

Voting: Yes: Unanimous

Final Resolution: Motion carries

5. Items to be placed on future agendas:

Alderman Kuta request future agenda item with the maintenance of the mowing of main roadways to make the area more attractive to promote more visitors and support the businesses.

Alderman Kuta asked about the burn ban. Alderman Greenwood provided information factual regarding the burn ban, county and city requirements in the city limits.

6. Discussion/Consider/Approve: Consent agenda items be added as a city procedure:

Mayor Allphin inquired about adding consent items to the agenda as regular procedure.

The benefits of consent agenda items include more efficient, saving time so more substantial agenda items can be discussed. Possible consent items include the minutes, dues and payable, and the consent agenda is sent prior to the meeting to allow board members to review. She explained the item in consent agenda can be removed during the meeting to allow discussion as an individual item. Alderman Bettes has concerns about this method with the dues and payable items as she prefers more itemized information with that agenda item. Alderman Greenwood stated that with the consent agenda, if a board member desires more information, the item is pulled from the consent agenda and is discussed for additional information.

Alderman Kuta felt this would be beneficial. Alderman Bettes asked for clarification of the motion, Mayor Allphin summarized the motion for Alderman Bettes.

Motion to Approve Consent Agenda Items be added to future agendas as city procedure with the ability to remove any item for additional discussion: Alderman Sandra Kuta

Second: Alderman John Greenwood

Final Resolution: Motion carries

Voting: Yes: Unanimous

7. Discussion: PS Volunteer Fire Department Report:

Lt. Caitlin Correa provided the fire call report and activities as Chief Waters was unable to attend.

Lt. Correa advised PSVD is actively researching additional ways to fund the needs of the fire department with grants. Recent grant was awarded by Anheuser-Busch for water and Firehouse Subs provided a grant for the department. An insurance grant provides firefighter sickness expenses and workers compensation. Equipment has been purchased, along with two additional handheld radios being programmed.

The recent fundraiser held in May with the Steak Dinner was a great success and will be held again. Plans are to have this as an annual event. Mayor Allphin thanked Lt. Correa for her report and update.

8. Discussion/Consider/Approve: Road Maintenance, Status of Current Repairs on CR 311, CR 203, and required Communication procedures with City of Plantersville and Grimes Co Road & Bridge, County Engineer Jon Steiber:

Mayor Allphin advised a meeting was held at the office of Grimes Co R&B with County Engineer Steiber and Administration Director, Patti Ermis. The required procedure approved by Grimes Co Commissioners Court is as follows: all incorporated cities and towns must provide Grimes Co R&B with written requests; the R&B department will have a site inspection scheduled with follow up to the city with recommendations and materials estimate. It is then provided to the Commissioners' Court and requires approval before repair/work can be provided. The procedure is like prior requirements, however, with the city budget amount approved, the work will be completed sooner with purchase of materials and installation provided by Grimes Co. Road & Bridge department. Mayor Allphin reported the assistance from Co. Engineer Steiber and his department is encouraging and making progress to address the roadways of the city is valuable to the citizens.

Mayor Allphin stated during the meeting with Co. Engineer Steiber, new materials will be installed on CR 203 at the soft areas, natural springs. Mayor Allphin asked Alderman Greenwood to report on CR 203 also, as he has been assisting the city with roadway maintenance and repair. He advised that he has been working with City Engineer Steve Duncan with Bleyl Engineering. Engineer Duncan is currently working with the grant for 203 and it is in the preliminary stages. The grant would address major improvements of CR 203. The city engineer is moving forward with Work Order Maintenance and Repair contract, the city can bid with an on-call contractor to complete pothole repair and grade roads with quicker response time.

9. Discussion/Consider/Approve: County Road 203, CR 203 Grant status and easement requirements with Right of Way on CR 203:

Alderman Greenwood stated the CR 203 Grant Status is ongoing as Engineer Duncan continues to provide the required initial documentation to the grant project manager. He stated recent rains and the continued material being washed off the road, something has to be done with the drainage and the ditches. The engineer advised that the city should be proactive in securing and confirming the required 60-foot easement – 30 feet from the middle of the road on each side. The grant will only be available to the city if the roadway has the required drainage access to provide ditches. This is required with the state guidelines to properly construct and maintain the roadway. He stated that the survey work will have to be completed on CR 203 and possibly the TDA Comprehensive Development Grant will assist with funding the survey. Alderman Greenwood stated that the immediate need is the Work Order Maintenance and Repair Contract with Bleyl Engineering as that would assist on all the roadways of the City of Plantersville. Alderman Greenwood requested a special meeting be held as soon as the Professional Service Agreement is received from Bleyl – Engineer Steve Duncan.

Alderman Bratcher discussed the additional assessment that Entergy should be accountable for with the capital improvement that destroyed County Road 203. He stated that Entergy and the contractor for Entergy Diamond D Contracting caused extensive damage. Alderman Greenwood remarked that the assessment funds had been directed to Grimes Co Road and Bridge, Grimes County. The City Interlocal Agreement would provide the assessment received to the county. Alderman Bratcher stated that he would like the City Attorney to follow up with Entergy and responsible parties for compensation. He also stated that there was no permit for the heavy loads on the county road. Alderman Kuta advised that there was a permit obtained, and she was not sure of the date it went into place for Entergy.

Motion made to have city attorney investigate funds received internally with Grimes County; and the ability to seek additional compensation from Entergy and responsible parties; prepare correspondence on the City's Behalf: Alderman Brett Bratcher Second: Alderman Dedrick Mallard

Final Resolution: Motion carries

Voting: Yes: Unanimous

Mayor Allphin asked for input regarding the easement that will be necessary to proceed with improvements and required in compliance with state guidelines of the grant. She suggested a letter be sent to all landowners regarding this matter. Alderman Greenwood agreed.

Motion made to have the city secretary identify landowners, with a letter drafted and sent regarding their interest in conveying an easement to the city for right of way with improvements to roadway:

Alderman Greenwood

Second: Alderman Brett Bratcher

Final Resolution: Motion carries

Voting: Yes: Unanimous

10. Discussion/Consider/Approve: American Rescue Plan Act (ARPA) Grant Procedure Documents: Including items – ARPA Document Management & Records Retention; ARPA Financial Management Policies & Procedures; and ARPA Code of Conduct for the City of Plantersville

Mayor Allphin reviewed each document presented, these documents are required federally and with the state as the close out procedure for this grant. These will be returned to the Grant Project Manager in compliance with the funds received. She asked the Board if they had any additional questions. She reviewed each document presented for acceptance and adoption.

Motion to accept and adopt ARPA Document Management & Records Retention as of June 16,

2025: Alderman Greenwood

Second: Alderman Bettes

Final Resolution: Motion carries

Voting: Yes: Unanimous

Motion to accept and adopt ARPA Financial Management Policies & Procedures as of June 16,

2025: Alderman Bratcher

Second: Alderman Greenwood

Final Resolution: Motion carries

Voting: Yes: Unanimous

Motion to accept and adopt ARPA Code of Conduct for the City of Plantersville as of June 6, 2025:

Alderman Bettes

Second: Alderman Bratcher

Final Resolution: Motion carries

Voting: Yes: Unanimous

11. Discussion/Consider/Approve: Businesses that operate in the city limits and the required State of Texas Certifications and Sales Tax in place to confirm compliance:

Mayor Allphin stated several citizens had requested this item be placed on agenda as a recent business opened and when inquiry was made regarding their food handling certification and collecting Texas Sales Tax. It was discovered that they are not in compliance. As the city does not receive the income from the sales made and the health and safety is of utmost importance, a business permit would be valuable to confirm the legitimate business operation, and the preparation of food/concessions meet the Texas food handling guidelines.

Mayor Allphin asked the Board to provide input with the proposed business permit idea.

Alderman Kuta suggested a checklist be prepared and given to these businesses that are functioning in the city limits. A timeline would be established to complete and return to the city office. If not returned within that time, the city would have the ability to report to the State Comptroller and to the State Health Department. A designated person would be responsible for contacting and reviewing.

The Board would like to proceed, Mayor Allphin to appoint a committee. Mayor Allphin asked Alderman Kuta if she would like to review and research, reporting to the board at the next city meeting. Also to provide a checklist draft for board review and consideration. Alderman Kuta agreed, and Alderman Bettes offered to assist with the committee.

12. Board Update/Discussion Items of Community Interest (no action may be discussed except to put on Agenda)

Mayor Allphin thanked Alderman Kuta for the name plaques provided at her own expense for each of the Aldermen and the Mayor.

Alderman Kuta advised upcoming food distribution will be held on Thursday, June 19th. She asked that the city event Treats on a Dirt Street be placed on agenda for planning and preparation. Also, as events will be happening during the fall and Christmas, it would be nice to have that information on the website such as the Christmas parade, Christmas Dinner on the community events calendar.

13. Closed Session

14. Return to Open Session

15. Return to open meeting: take action on items closed session

16. Mayor Allphin adjourned the meeting at 7:50 p.m.

Approved: Kimberly Allphin Attest: Marilyn Bettes

Mayor Kim Allphin

Date: 07/21/25

Board Secretary Marilyn Bettes

Date: 07/21/25