Regular Meeting Minutes—City of Plantersville

October 21, 2024

The Board of Aldermen of the City of Plantersville, Grimes County, Texas, met at 6:30 p.m.

p.m. on Monday, October 21, 2024, in Town Hall, 11335 Lodge Lane, Plantersville, Texas.

Members Present:

Karen Hale, Mayor Sonya Brewer, Alderman

Kim Allphin, Mayor Pro-Tem John Greenwood, IV, Alderman

Marilyn Bettes, Alderman, Secretary Dedrick Mallard, Alderman

Visitors: Brett Bratcher, Ed Bill, Bridgette Begle (City Attorney)

1. Call to Order: Quorum established. Mayor Hale called the meeting to order at 7:00 p.m. The

invocation was given by Mayor Hale followed by the pledges led by Mayor Hale.

2. Minutes of Regular Meeting and Public Hearing: both held on September 30, 2024

**Motion to Approve:** Alderman Greenwood moved to approve Minutes from both meetings

**Second:** Alderman Mallard

**Voting:** Yes: Unanimous

**Final Resolution:** Motion carries

3. Public Comments: Brett Bratcher spoke on behalf of the PSVFD. He stated that since there is not a contract between the City and PSVFD, they are not required to respond to calls within the City. He presented a request that there be a contract between the two entities with the City paying $5,000 per year for PSVFD services within the City Limits of Plantersville.

4. Discuss/consider/approve: Payment of invoices and items currently due and payable

Discussion: Alderman Allphin questioned receipt of Olson bill? Mayor Hale stated that all information is sent to each Alderman.

**Motion to Approve:** Alderman Bettes

**Second:** Alderman Mallard

**Voting:** Unanimous

**Final Resolution:** Motion carries

5. Discuss/consider/approve: Items to be placed on future agendas

Alderman Greenwood requested discussion for purchase of KNOX Boxes to be placed on all commercial buildings within the City. (KNOX Boxes provide EMS and Fire Departments access to buildings-each department has its own key-in emergency situations.) He is concerned that businesses will not want to pay for the boxes.

6.Discuss/consider/approve: speaker from TX Pool—Colby Anthony

**Discussion:** Mr. Anthony passed out literature. TX Pool offers investment opportunities for cities. It is the oldest firm and is overseen by the state. They work with 203 of the 254 counties in Texas and 650 of the 1200 school districts. Before its creation the only options were banks. An account (one of more) can be used for checking purposes. It is not FDIC insured. No one has ever lost money with TX Pool. It is Triple A rated; provides a source for investments. Its Home Office is in Houston.

**7.** Discuss/consider/approve: **resolution** to designate authorized signatories for the Community Development Block Grant—MITIGATION PROGRAM (CDBG-MIT) through GLO state contract number 24-065-080-E735. Report on Kick Off Meeting. (Old Schoolroad Grant); two representatives came to give instructions. Resolution is only for signatories—standard is Mayor Hale and Recording Secretary-Alderman Bettes, as there is no City Clerk.

**Motion to Approve:** Alderman Greenwood

**Second:** Alderman Allphin

**Voting:** Unanimous

**Final Resolution:** Motion carries

8. Discuss/consider/approve: a **resolution** regarding Civil Rights which includes the following policies:

\* Citizen Participation Plan and Grievance Procedures;

\* Section 3 Policy;

\* Excessive Force Policy;

\* Limited English Proficiency (LEP) Standards Plan;

\* Section 504 Policy and Grievance Procedures;

\* Code of Conduct Policy; and

\* Fair Housing Policy

**Discussion:** All these are sent to the Board and we must approve them to qualify for the grant.

**Motion to Approve:** Alderman Greenwood

**Second:** Alderman Mallard

**Voting:** Unanimous

**Final Resolution:** Motion carries

9. Discuss/consider/approve: Proclamation that April is Fair Housing Month is also required to receive the grant.

**Motion to Approve:** Alderman Greenwood

**Second:** Alderman Bettes

**Voting:** Unanimous

**Final Resolution:** Motion carries

10. Discuss/Consider/Approve: Resolution to Authorize Professional Services Provider for the CDBG-MITGATION RESILIENT COMMUNITIES PROGRAM through the GLO

**Discussion:** Mayor Hale explained this is the new grant for which we are applying. We need to hire someone to assist the City with the application. There were 4 companies that applied. Each of the Alderman received all applications to rate. Alderman Brewer stated she scored Public Management highest. Each were to be rated and submitted at tonight’s meeting.

**Motion to Approve:** Alderman Greenwood moved to approve hiring Public Management for this grant

**Second:** Alderman Brewer

**Voting:** Unanimous

**Final Resolution:** Motion carries

11. Discuss/Consider/Approve: Resolution to Authorize Professional Service Provider for the 25-26 TX CDBG grant through the TDA.

**Motion to Approve:** Alderman Brewer moved to approve hiring Public Management for this grant

**Second:** Alderman Greenwood

**Voting:** Unanimous

**Final Resolution:** Motion carries

**Explanation** regarding project work near Grimes County: Company is currently working with both Anderson and Todd Mission.

12. Discuss/Consider/Approve: Resolution to purchase culvert material with ARPA funds from quotes provided by three vendors: Core & Main, Wyatt Resources, Inc., Metal Culvert, and Wilson Culverts

**Discussion:** Mayor Hale reported that Wilson Culverts was the cheapest of all bids. She discussed all four companies with GC Road and Bridge Engineer who verified all four for their products. Questions before vote: Alderman Mallard asked how long for delivery, Mayor replied as soon as order is placed; Alderman Greenwood questioned storage once received; county has agreed to store until installed. (Mayor Hale also reported that price was lower than originally bid; left-over funds will be applied for asphalt and other road materials required after culvert installation.)

**Motion to Approve:** Alderman Greenwood

**Second:** Alderman Mallard

**Voting:** Unanimous

**Final Resolution:** Motion carries

13. Discuss/Consider/Approve: City Office lease and particulars, purchase of necessities

**Discussion**: Annual payment to PSVFD will be November 1, painting has been completed. Office is ready for furniture donated by the Chamber of Commerce.

14. Discuss/Consider/Approve: City Secretary/City Clerk job description, requirements

**Discussion**: one application received; how will we move forward with hope to be finalized at next meeting; multiple postings. Alderman Greenwood suggested interview at next meeting in Closed Session with report when return to Open Meeting.

15. Discuss/Consider/Approve: RV Park Ordinance

**Discussion:** Mayor reported that she did not send all information to Alderman; therefore, the mobile home part cannot be discussed for approval. Attorney had some information to share regarding Manufactured Homes (HUD homes manufactured before 1975 can be banned and Mobile Homes after that date cannot be banned without zoning, Three types: Mobile, HUD Manufacture and RVs. City can place restrictions on existing RV Parks with 5 years to comply. Do we want to ban RVs storage if not used for living in it (can be stored, but not used as living quarters, or set time which RV can be occupied as living quarters). Review use of septic system, electricity and water (utilities)…how do we control time in location. More information to be brought to next meeting.

16. Discuss/Consider/Approve: Permit Application for underground and overhead ROW projects

**Discussion:** Utility Companies are the ones abusing this. Smaller cities generally have higher fees. Suggested fee is $1,500. Does anyone want to research costs in general area? Alderman Allphin volunteered. ROW belongs to the City. Entities that want to use the ROW need to pay for the use of the ROW; pay for ROW could be determined by total cost of the project. Alderman Greenwood asked if Bleyl might provide guidance? Mayor will call them.

**Motion to Postpone:** Alderman Brewer

**Second:** Alderman Allphin

**Voting:** Unanimous

**Final Resolution:** Topic will be postponed until next Regular Meeting

17. Discuss/Consider/Approve: continue/renew Wildland Fire Hazard Local State of Disaster Declaration

**Discussion:** Mayor Hale declared disaster October 16, 2024; this must be continued/renewed if want to be considered for funding. Has to be renewed.

**Motion to Approve:** Alderman Greenwood

**Second:** Alderman Brewer

**Voting:** Unanimous

**Final Resolution:** Mayor will continue to renew as required

18. Discuss/Consider/Approve: PSVFD Emergency Services contract

**Discussion:** Contract was sent to all; Attorney rewrote and presented. Alderman Brewer questioned is this different from what was requested in Bratcher’s request in Public Comments. It is the same topic, but Mayor stated that if any amount is approved there will have to be an Amendment to the approved City Budget. Attorney prepared new contract; Alderman Greenwood shared what is allocated by the county. The County contract covers the area outside the City Limits (ETJ), but is not required to cover within the City Limits. Contract will be awarded to PSVFD for services within the City Limits (quarterly reports). Brewer continued to question amount paid to the PSVFD. Our attorney requested permission to speak with the PSVFD’s attorney. Brewer continued to push for $10,000. Alderman Bettes suggested City move forward with $5,000 for one year and try to work budget to allow increased amount for year two and three. With that procedure, the Board can amend the 2025-26 Budget.

**Motion to Approve:** Alderman Bettes moved to approve PSVFD’s request for $5,000 for year one and then have opportunity to negotiate the fee for years two and three.

**Second:** Alderman Mallard

Discussion after motion approval--Attorney clarified that it is an offer from the City which will be presented to PSVFD Board for approval and clarify contract for year one with discussion regarding year two and three.

**Voting**: 3 yes; 1 opposed; 1 abstention

**Final Resolution**: Motion passed

19. Discuss/Consider/Approve: city/community meeting scheduled for Thursday, November 7th at 5:30 pm

**Discussion:** Stay with the date which is two days after the Election or re-schedule for another date. Agreement that date needs to be changed. Alderman Brewer spoke with someone from TML and was told that the Mayor did not count as part of Quorum—the Mayor questioned it because we are a Type B General LawCity. The Mayor stated that “Texas Local Government states that a quorum for a Type B General law city is the mayor and 3 aldermen OR if the mayor is absent, 4 aldermen.” The City Attorney agreed with this. It would be posted as a “meeting”.

**Motion to Approve:** Alderman Brewer moved to discuss new meeting date at the Regular November Meeting

**Second:** Alderman Allphin

**Voting:** Unanimous

**Final Resolution:** Motion passed

20. Discuss/Consider/Approve: road maintenance

**Discussion:** Mayor Hale reported that CR 201 has been resurfaced including Legge Road due to damage caused when crews were working on bridge repairs further down CR 201

21. Discuss/Consider/Approve: someone to assist/post notices on website and Facebook

**Discussion:** Alderman Allphin asked for help when she has other commitments or is out of town.

Alderman Greenwood said he would help if she would tell him what to do, etc.

22. Discuss/Consider/Approve: Treats on a Dirt Street: banners out, posters ready, etc.

**Discussion:** Alderman Allphin reported all banners up, High Point Elementary informed, good response from those who will set-up tables, etc.

23. Discuss/Consider/Approve: pamphlet for citizens

**Discussion:** Alderman Allphin has not had time to work on revisions; will have it ready for November Meeting

**Motion to Approve**: Alderman Brewer moved Postpone with review of pamphlet at November

Meeting

**Second:** Alderman Allphin

**Voting:** Unanimous

**Final Resolution:** Motion passed

24. Discuss: PSVFD Report and concerns

**Discussion:** Brett Bratcher asked that this Agenda Item be moved earlier on the Agenda for all future meetings. He gave the report on all PSVFD actions. There were 10 calls total. He stated that two Fire Trucks would be parked at each end of Lodge Lane during Treats on a Dirt Street. Alderman Greenwood and PSVFD Vice-President Ed Bill discussed the procedures for the “Fill the Bucket” project at the intersection of SH 249/FM 1774 during the Renaissance Festival. The area is manned by PSVFD Board members and Firefighters. Ed Bill was very specific that there is no stopping of traffic at the intersection (only contact is when traffic is backed up and at a standstill).

25. Board update/discussion. Items of community interest (no action may be discussed, except to put on an agenda)

**Treats on a Dirt Street**—PTH sponsored by the City—Thursday, October 24, 6-8 pm

**Navasota Theatre Alliance Lanterns and Legends**—Oakwood Cemetery, Thursday-Saturday, October 24-26, 6-9 pm

**Closed Session**

26. The Aldermen may meet in closed session pursuant to the Texas Government Code Chapter 551\*\*

**Open Session**

27**.** Return to open meeting: take action on items discussed in closed session

28. Mayor Hale adjourned the meeting at 9:13 pm

Approved: Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Karen Hale, Mayor Marilyn Bettes, Secretary

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_