

Minutes of the City of Brookshire Board of Aldermen

July 15, 2021

A Regular Meeting of the Board of Alderman of City of Brookshire was held via teleconference Thursday, July 15, 2021, beginning at 7:00 PM in the Council Chambers of the Brookshire Municipal Building, 4029 Fifth Street, Brookshire, Texas.

(1) Call to order.

Mayor Branch called the meeting to order at 6:54 p.m.

Prayer: Alderwoman Taylor

Roll Call:

Mayor Darrell Branch

Mayor Pro tem Eric Green

Alderman Lyndon Stamps

Alderwoman Kim Branch

Alderman Lee Jones

Alderwoman Monique Taylor

City Secretary Claudia Harrison

Police Chief Brandal Jackson

Public Works Director Earnest Kelley

Court Clerk Stephanie Green

Others Present: Attorney Justin Pruitt and the public via teleconference.

(2) Public Comments

Amanda Neuendorf voices her concern regarding repairs needed at the City parks and asks the City to take care of the property without referring these issues to the Economic Development Corporation.

Leon Survillion, Co-Owner of STS Business Center, voices concern about the lack of street lighting downtown Brookshire, specifically on Fifth Street.

(3) Discussion and possible action regarding update of emergency policies, procedures, and restrictions relating to facilities and operations regarding COVID-19.

Chief Jackson reports that there are no current active cases, but he informs Council about the new COVID Delta variant that is currently spiking around the country and nearby counties. The Council may want to consider protective measures in the near future should the pandemic's increasing impact begin to affect the City directly.

(4) Discussion and possible action regarding accepting the 2019-2020 audit.

Stephanie Harris with Belt-Harris Pachacek shares with Council that based upon the audit, they are able to offer the highest level of insurance and shares with Council the overview of the City's expenses and revenue for fiscal year 2019-2020.

Alderwoman Branch asks for explanation regarding an item within the report.

Alderman Stamps: I make a motion that we accept the 2019-2020 audit.

Alderman Jones: Second

Mayor Pro tem Green is for; Alderwoman Branch is for; Alderwoman Taylor is for.

Mayor Branch: Motion carries.

(5) Discussion and possible action regarding bids for the Dog Pound. (Alderman Jones)

Alderman Jones presents three bids for the construction of the dog pound.

Alderman Jones and Chief Jackson answer Council's questions.

Mayor Pro tem Green: I'd like to table to this one until we can get all the information so we'll know how to budget for it and so we'll know all the information.

Alderwoman Branch: We don't have the costs in front of us.

Attorney Pruitt reminds Council that a motion, second and approval are needed.

Alderwoman Branch says Mayor Pro tem Green made the motion and she second it. Mayor proceeds with vote.

Alderman Stamps is for; Alderwoman Taylor is for; Alderman Jones is for.
Motion carries.

(6) Discussion and possible action regarding Resolution 1335 hiring Grant Works for administrative services for the American Rescue Plan Act.

Attorney Pruitt informs Council that this item is designated to hire GrantWorks to properly allocate/administer awarded grant funds.

Alderwoman Branch: I make a motion that we accept Resolution 1335.

Alderman Stamps: Second

Green is for; Taylor is for; Jones is for

Mayor Branch: Motion carries.

(7) Discussion and possible action regarding a preliminary plat submitted by Wilson Engineering for Brookvista Townhomes, a proposed townhome development to be generally located on the south side of the 3400 Block of Stella Road in Brookshire, Texas.

Mark Weldon with Wilson Engineering gives explanation for the revised plat he believes meets the City's requirements.

Alderwoman Branch brings attention to sections of the report that are concerning and seem to not meet the City's Code.

Attorney Pruitt shares Dr. Clay's concern regarding the revised plat and gives Council their options as to how they may want to proceed.

Alderwoman Branch: I make a motion that we deny the preliminary plat submitted by Wilson Engineering for Brookvista Townhomes at this time but hope that they get with Dr. Clay.

Alderwoman Taylor: Second

Mayor Pro tem Green is for; Alderman Stamps is for; Alderman Jones is for.

Motion carries.

(8) Discussion and possible action regarding the appointment or removal of Directors to the Brookshire Economic Development Board of Directors.

Alderwoman Taylor: I would like to motion to appoint new members of the EDC Board that consists of Mayor Pro tem Green as temporary President, Alderwoman Taylor, Amanda Neuendorf, Jeremiah Hill, Manureen Hall, Margie McFarland, and Quotacious Donn.

Alderwoman Branch: Second

Alderman Jones asks for reasoning.

Alderman Branch lists her concerns.

Mayor Pro tem Green shares the input and concern of Mike Barnes regarding the replacement of all members of the Board.

Attorney Pruitt informs Councilwoman Taylor that the Economic Development Corporation (EDC) Board elects their own officers, the bylaws concerning the seats and how Council elects its members. He also shares the recommendations of the current EDC Board.

Mayor Pro tem Green is against; Alderman Stamps is against; Alderman Jones is against.
Motion fails.

Alderman Branch asks how Aldermen Stamps and Jones are able to vote on this item being that they are current members of the Board.

Attorney Pruitt informs Council that they are currently not acting as EDC Board members but as Councilmen. Likewise, when they are acting as EDC Board members they are not acting as City Councilmen. This is, therefore, not a conflict of interest.

Attorney Pruitt reminds Council of EDC's recommendation concerning the Board to re-appoint Marilyn Vaughn and Ms. Sandra Olson and newly appoint Mayor Pro tem Green to replace Mr. Connor. They do not have to abide by their recommendation, but he wanted to make Council aware.

Alderman Stamps: I make a motion we accept the recommendation of the Economic Development Board.

Mayor Pro tem Green: Second

Alderman Branch is against; Alderman Taylor is against; Alderman Jones is for.

Motion carries.

(9) Discussion and possible action regarding possible amendments to Chapter 44 "Landscaping" of the Code of Ordinances of the City of Brookshire. (Alderwoman Branch)

Alderman Branch: I'd like to make a motion for this to be tabled until I can get back and get to my marked-up ordinance with my notes please.

Mayor Pro tem Green: Second

Alderman Taylor is for; Alderman Stamps is for; Alderman Jones is for.

(10) Discussion and possible action regarding certain employee benefits. (Alderman Stamps)

Alderman Stamps provided Council with a proposed retention plan for employees for consideration and discussion. The plan is intended for those with longevity and that have discontinued employment with the City with good standing.

Mayor Pro tem Green asks if this could be tabled so he can look further into the proposal and consider the City's budget.

Alderman Branch asks for the number of employees that would qualify.

Ms. Harrison says she will speak with Mr. Chambers, the City's accountant, for input and recommendations concerning budget.

Mayor Branch: Council do you agree to table this?

Alderman Branch: I vote yes

Alderman Taylor: Yes.

Mayor Pro tem Green: For.

Alderman Stamps: For.

Alderman Jones: For

(11) Discussion and possible action regarding potential Code compliance issues in and around 4747 South Street. (Mayor Pro tem Green)

Mayor Pro tem Green voices his concern regarding a business that is currently operating without City permission with code violations. He asks Attorney Pruitt for legal advice.

Attorney Pruitt mentions other codes that the business may be violating due to its location and structure. He mentions several ways to approach the issue which includes citing and abatement.

Mayor Branch informs Council of conversations he has had with the business owner. The gentleman has already been warned that he can be cited. Mayor will speak with Chief Jackson, so he may go by there.

No action.

(12) Discussion and possible action regarding directing City Attorney to draft an ordinance requiring fencing around projects during construction. (Mayor Pro tem Green)

Mayor Pro tem Green voices concern regarding the debris that leaves construction sites due to a lack of a barrier. He mentions a specific kind of skirt fencing that Council may want to consider if it is not already written in the City's ordinance.

Attorney Pruitt shares that the City does not require that type of screening. He mentions adding it to the City's ordinance and possibly speaking with the Brookshire Municipal Water District, so they may also consider adding it as a requirement.

Mayor Pro tem Green: I make a motion that we have the City Attorney to draft up an ordinance regarding fencing around projects during construction both commercial and residential.

Alderwoman Branch: Second

Alderman Stamps is for; Alderwoman Taylor is for; Alderman Jones is for.

Mayor Branch: Motion carries.

(13) Discussion and possible action regarding damage to drainage on Heritage Drive. (Mayor Pro tem Green)

Mayor Pro tem Green informs Council of damage that was caused to one of the drains. The damage caused is beyond the scope of what the Public Works Department can perform. He is requesting for the City to consider going out for bids to repair or reconstruct the drain.

Mayor Pro tem Green: I make a motion that we go out for bids to repair the drainage on Heritage Drive.

Alderman Stamps: Second

Alderman Branch is for; Alderwoman Taylor is for; Alderman Jones is for.

Mayor Branch: Motion carries.

(14) Discussion and possible action regarding approval to purchase a Kubota Utility Tractor for Public Works Department. (Earnest Kelley)

Mr. Kelley, the Public Works Director, informs Council that one of his tractors is currently out of service and requiring \$17,000-18,000 in repairs. He feels it would make more sense to purchase a new tractor and is requesting Council's support.

Ms. Harrison confirms that the Kubota dealer is a HGAC provider, so there is no need for multiple bids.

Mayor Pro tem Green: I make a motion that Public Works purchase a Kubota tractor and trade in the current tractor.

Alderman Jones: Second

Alderman Stamps is for; Alderwoman Branch is for; Alderwoman Taylor is for.

Motion carries.

(15) Discussion and possible action regarding invoice payments and reports.

Alderman Stamps: I make a motion that we approve all invoice payments and reports.

Mayor Pro tem Green: Second

Alderman Branch abstains; Alderwoman Taylor is for; Alderman Jones is for.

Mayor Branch: Motion carries.

(16) Discussion and possible action regarding prior City Council meeting minutes: *June 3, 2021.*

Alderwoman Branch: I make a motion that we accept the minutes from June 3, 2021.

Alderwoman Taylor: Second

Mayor Pro tem Green is for; Alderman Stamps abstains; Alderman Jones is for.

Motion carries.

(17) Request for Future Agenda Items.

Mayor Pro tem Green: Discussion and possible action to request for lights on the corner of Fifth Street and Otto.

Alderman Stamps: Second

Alderman Taylor is for; Alderman Branch is for; Alderman Jones is for.

Alderman Branch: Discussion and possible action regarding hazard pay.

Alderman Taylor: Second

Mayor Pro tem Green is for; Alderman Stamps is for; Alderman Jones is for.

Alderman Jones: Discussion and possible action removing the current sign in front of the Convention Center.

Alderman Stamps: Second

Mayor Pro tem Green is for; Alderman Branch is for; Alderman Taylor is for.

(18) Council Reports and Community Announcements.

Chief Jackson announces that there will be a school supply drive on August 14th beginning at 8am at the police department in the form of a drive thru. There will be another at the Hagar as well.

(19) Adjournment.

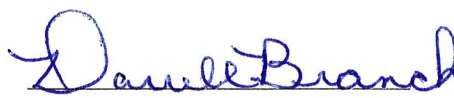
Alderman Jones: I make a motion we adjourn.

Alderman Branch: Second

Alderman Taylor is for; Mayor Pro tem Green is for; Alderman Stamps is for.

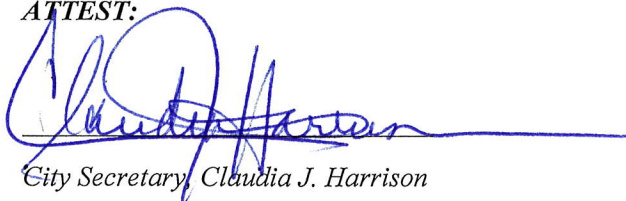
Motion carries.

Meeting adjourned at 9:01pm.



Mayor Darrell Branch

ATTEST:



City Secretary, Claudia J. Harrison