

City of East Bernard
Board of Alderman
Minutes of Special Meeting
4 February 2019

Present:

Marvin R. Holub, Mayor
David Tomchesson, Alderman Pos 1
Shawn Farrell, Alderman Pos 2
Chris Young, Alderman Pos 4
John Kopycinski, Alderman Pos 5
Audrey Searce, City Secretary

Absent:

Karen Haedge, Alderman Pos 3

CALL TO ORDER

With a quorum of the Board members present, Mayor Marvin Holub called the meeting to order at 7:04 p.m. on Monday, February 4, 2019 in the Union Room of the Prosperity Bank Building.

INVOCATION

Mayor Holub gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Holub led the pledge of allegiance.

PUBLIC COMMENTS

- ♦ There were no public comments.

MAYOR'S REPORT

Mayor Holub reported as follows:

- ♦ Mayor Holub reported on the current projects that have been completed. Twin Oaks street had a culvert replaced and a portion on W Cypress Rd repaired through FEMA. The damage to the streets was caused during Hurricane Harvey.
- ♦ We extended the culvert on Ella Street to aid in drainage and erosion issues.
- ♦ Cabinet Road was eroding due to the runoff from the roofs of Leedo Cabinetry. We had unused material from the other projects that was used to help stabilize the road and extend the life. We may need to install a culvert in the future if we see the eroding continue.
- ♦ Mayor Holub's next projects include drainage improvements around the school.
- ♦ We will be submitting a grant in March to apply for funding that has been allocated to us by the General Land Office from Hurricane Harvey. This grant would provide funding to repair streets. Streets that we are hoping to repair are Vacek St., N. Urbanec St., S. Urbanec St., Holly St., Louis St., and Senkel Rd.

CITY SECRETARY'S REPORT

Secretary Searce reported on the progress of the FM 1164 CDBG grant. The application should be submitted any day now. Financials were reviewed and discussed.

DISCUSS AND CONSIDER FOR APPROVAL THE DECEMBER 17, 2018 REGULAR MEETING MINUTES AND THE JANUARY 22, 2019 SPECIAL MEETING MINUTES.

Mayor Holub asked if there were any corrections or concerns about the minutes as read. There was no discussion of the minutes. Alderman Tomchesson made a motion, seconded by Alderman Kopycinski to approve the January 22, 2019 Regular Meeting minutes and the February 4, 2019 Special Meeting minutes. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR APPROVAL THE 2016-17 AUDIT

The agenda item was tabled.

DISCUSS AND CONSIDER FOR APPROVAL THE JOINT ELECTION AGREEMENT WITH THE COUNTY OF WHARTON FOR THE MAY 4TH, 2019 ELECTION.

Secretary Searce presented the joint election agreement. There are minimal changes. One change is the type of equipment we will be using, and the fee associated with it. Alderman Kopycinski made a motion, seconded by Alderman Young, to approve the joint election agreement with the County of Wharton. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR APPROVAL ORDINANCE 2019-001 ORDERING A GENERAL ELECTION ON MAY 4, 2019.

Alderman Kopycinski made a motion, seconded by Alderman Farrell, to approve Ordinance 2019-001 ordering the election to take place on May 4, 2019 with Positions 1,3, and 5 up for reelection. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR APPROVAL RESOLUTION 2019-001 ADOPTING THE 2019 INVESTMENT POLICY.

Mayor Holub presented the 2019 Investment Policy to the board. This policy is required to be adopted every year. The policy appoints Mayor Holub as the City's Investment Officer. Alderman Tomchesson made a motion, seconded by Alderman Kopycinski, to approve Resolution 2019-001 adopting the 2019 Investment Policy. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR ADOPTION RESOLUTION 2019-02 DESIGNATING A MANAGEMENT SERVICE PROVIDER FOR APPLICATION AND PROJECT IMPLEMENTATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM.

This resolution is needed to hire an administrative profession to administer the grant application. There was only one company that submitted a proposal. It is recommended by the scoring committee to hire Grantworks, Inc. Alderman Kopycinski made a motion, seconded by Alderman Young, to approve Resolution 2019-02 designating Grantworks as the management service provider for application and project implementation of the Community Development Block Grant Disaster Recovery Program. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR ADOPTION RESOLUTION 2019-03 DESIGNATING A PROFESSIONAL ENGINEERING SERVICE PROVIDER FOR APPLICATION AND PROJECT IMPLEMENTATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM.

This resolution is needed to hire an engineering firm to administer the grant application. There were two companies that submitted a proposal. Those companies were VEI and CivilCorp. It is recommended by the scoring committee to hire CivilCorp. Alderman Tomchesson made a motion, seconded by Alderman Farrell, to approve Resolution 2019-03 designating CivilCorp as the profession engineer service provider for application and project implementation of the Community Development Block Grant Disaster Recovery Program. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR APPROVAL AND ADOPTION OF THE PROCUREMENT POLICIES AND PROCEDURES PLAN AS SET FORTH BY THE TEXAS GENERAL LAND OFFICE (GLO) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY (CDBG-DR) PROGRAM.

Alderman Kopycinski made a motion, seconded by Alderman Farrell to approve and adopt the procurement policies and procedures set forth by the Texas General Land Office for the Community Development Block Grant Recovery Program. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR APPROVAL AND ADOPTION OF THE CITIZENS PARTICIPATION PLAN AS SET FORTH BY THE TEXAS GENERAL LAND OFFICE (GLO) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY (CDBG-DR) PROGRAM.

Alderman Tomchesson made a motion, seconded by Alderman Young to approve and adopt the Citizens Participation Plan as set forth by the Texas General Land Office for the Community Development Block Grant Recovery Program. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR ADOPTION RESOLUTION 2019-04-A RESOLUTION AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) APPLICATION TO THE TEXAS GENERAL LAND OFFICE AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE CDBG-DR PROGRAM.

Alderman Kopycinski made a motion, seconded by Alderman Tomchesson to approve Resolution 2019-04 authorizing the submission of a CDBG-DR application to the Texas GLO and authorizing the Mayor as the city's executive officer and authorized representative. The motion carried by unanimous vote.

DISCUSS AND CONSIDER FOR ADOPTION AND ENFORCEMENT OF THE EXCESSIVE FORCE POLICY IN ACCORDANCE WITH 24 DFR 91.325(b)(6).

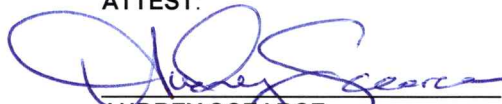
This policy is required for participation in the CDBG-DR program through the Texas GLO. Alderman Tomchesson made a motion, seconded by Alderman Kopycinski to approve and adopt the Excessive Force Policy. The motion carried by unanimous vote.

ADJOURNMENT

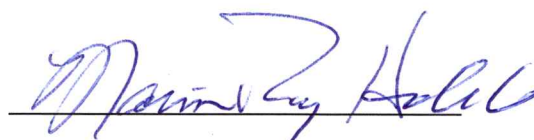
Alderman Tomchesson made a motion, seconded by Alderman Kopycinski to adjourn the Special session. The motion carried by unanimous vote. The meeting was adjourned at 7:38 p.m.

These minutes are approved on the 18th day of MARCH, A.D. 2019.

ATTEST:


AUDREY SEARCE
CITY SECRETARY

APPROVED:


MARVIN R. HOLUB
MAYOR

