



**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JANUARY 26, 2021 AT 6:30 P.M., AT VIRTUALLY VIA ZOOM.**

**A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:30 p.m. with the following present via teleconference:

Mayor, Charles D. Jessup, IV  
Alderman, John F. Isbell  
Alderman, Kurt Kopczynski

Mayor Pro-Tem, Rick J. Staigle  
Alderman, Steven H. Bezner  
Alderman, Kelle K. Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief, and Rod Hainey, Public Works Director.

**1. Pledge of Allegiance and Invocation**

Pledge by Steve Bezner, Former Alderman and Resident

Invocation by: Mayor Charles Jessup IV

**B. PRESENTATIONS – SERVICE RECOGNITION**

**1. Service Recognition**

Mayor Jessup recognized Courtney Rutherford, City Secretary, for her five years of dedicated service to the City of Meadows Place.

**C. REPORTS**

**1. Police Department – Chief Gary Stewart**

Chief Stewart gave an overview of the monthly statistics and activities report, for January 2020, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Kirkwood Round-a-bout accidents
- 14 Thefts at Murphy: several arrests have been made
- 5 Thefts at Northern Tool: suspect identified
- 1 Theft at Walgreens: Arrest has been made
- Still following COVID protocols

- 3 officers tested positive, 9 were in quarantine, and all have returned to work
- 1 Officer still on Workers Comp leave
- Training Center is partially opened, and they have ben co-hosting classed with HPD
- Shop 36 was involved in an accident in November has been totaled. They are currently looking for a replacement.
- Live scan has been ordered and will take about 60 days to get
- 2 new officers were hired in December. They are currently in training
- They will start working on the PD recruitment video with Josh Merritt tomorrow, January 27, 2021

Alderman Isbell thanked Chief Stewart for delivering PPEs to all of the residents in Meadows Place.

Alderman Baker also thanked him for organizing the event. She has received great feedback from the Community.

Chief Stewart thanked all who helped with the deliveries. He stated that they delivered over 1,500 PPEs in 3 hours.

Alderman Isbell asked about the drag racing on Dairy Ashford. Chief Stewart stated that this took place outside the city limits, but Meadows Place Police Department did respond and it basically a car show. They did not witness any racing.

Alderman Kopczynski asked if the License Plate Readers read the front or back license plate. Chief stated they will read both depending on the direction of traffic.

Alderman Staigle stated that he received complaints about car noises and racing down Dorrance. Chief Stewart stated that he did not receive any calls.

## **2. Public Works – Rod Hainey, Public Works Director**

Mr. Hainey gave a brief summary of Public Works activities for the October, November, and December 2020. Below are a few key points from his presentation:

- **Sidewalk Repairs**
  - Phase 1 was release to the contractor which included 23 locations
  - Phase 2 is scheduled to start in February 2021 which includes 20 locations
- **Street Repairs**

- Early in December 2020 after a heavy rain it came to our attention that the area around the new Elementary school on Pender Lane had serious ponding issues.
- City council approved funding for the repair of the street at the crosswalk and the repair will be scheduled with the coordination and approval of the School District
- **Reviewed USW Operations**
- **Reviewed Requirements for Backflow Prevention Testing**
- **Irrigation System review and update**
  - Repairs have been made on the sprinkler system at McGrath Park.
  - Dairy Ashford esplanades, esplanades on Kirkwood south of West airport have been assessed for damage. West Airport to West Belfort and city hall have also been assessed. Repairs are scheduled and will be completes asap.
  - Meadow Glen park is still outstanding for assessment.
  - Back flow devices at these locations will be tested and repair /replaced as necessary. New cages will be installed at all locations to prevent theft.
- **Public Works and Parks are currently working together to purchase a new trailer**

Mayor Jessup stated that Rod gets work done and we will soon see results in street and sidewalk repairs.

Alderman Isbell stated the Mr. Hainey is doing a great job and thanked him for the getting list of street repairs completed.

### **3. Fire Department Monthly Report for December 2020 – Mayor Charles Jessup IV**

Stafford did not provide a report for December 2020

### **4. Administrator’s Report – Nick Haby, City Administrator**

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated that a lot has been happening at City Hall. The Council Chamber remodel is complete and the new microphones and tv will be installed soon. He reminded Council that staff will be submitting this expense for CARES Act reimbursement.

He also stated that staff is waiting for a response on 2 final submittals for CARES Act funding. If approved the City will have spent 96% of their CARES funding.

He informed Council that the plumbing work at City Hall has been completed and not additional issues were found.

He the reported that the Charter Review Commission will be meeting for the 4<sup>th</sup> tomorrow and so far, they have had good discussion.

## **D. MAYOR AND COUNCIL COMMENTS**

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

### **1. Mayor's Comments**

#### **a. COVID Impact on City/Staff**

Mayor Jessup informed Council that staff in both the Police Department and Administration tested positive for COVID-19 and had additional staff in quarantine. He stated that number of cases in Meadows Place; there have 224 reported since March. There are currently 30 new cases in quarantine. He reminded everybody to wear their masks, wash their hands, and keep social distancing.

He also stated that all in-person court proceedings are postponed until farther notice.

He thanked Chief Stewart for organizing the PPE deliveries.

#### **b. Joint Public Hearing**

Mayor Jessup stated that City Council and Planning & Zoning will be holding a Joint Public Hearing on February 9<sup>th</sup> at 6:30 p.m. on a Specific Use Permit application for a drive thru restaurant, Starbucks, at W Airport and Kirkwood.

#### **c. Inspection Warrants**

Mayor Jessup stated that the City completed an inspection January 25, 2021 with Code Enforcement, Building Official, and Police Department. He is happy to see that there is a process in place for this.

#### **d. IT/Technology Overview**

Mayor Jessup stated that he and staff met with Wright Technologies to review the city's IT/Technology process. He is proud to say that Meadows Place is strong when comes to IT. Meadows Place had an attempted attacked 82 times in one day and they were all blocked.

## 2. Council Comments

### a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave an update on the Kirkwood Road Reconstruction. He stated that currently he and staff are not happy with the contractor's progress. They met last week to get a schedule of completion and hope to close out the original contract in March. He stated that the landscape contractor still needs to make repairs to landscaping and irrigation and replace dead plants. This all needs to be completed before the City takes ownership.

## E. REGULAR AGENDA

### 1. Discussion and consideration of Ordinance No. 2021-02 calling a general election to be held on Saturday, May 1, 2021 for the purpose of electing city officials of the City of Meadows Place to Alderman Place 4 and Alderman Place 5, providing for early voting and providing for notice of said election.

Alderman Isbell moved to approve Ordinance No. 2021-02 calling a general election to be held on Saturday, May 1, 2021 for the purpose of electing city officials of the City of Meadows Place to Alderman Place 4 and Alderman Place 5, providing for early voting and providing for notice of said election. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

### 2. Discussion and consideration of Resolution No. 2021-01 authorizing the Mayor to enter into an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City for the year 2021.

Alderman Kopczynski moved to approve Resolution No. 2021-01 authorizing the Mayor to enter into an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City from March 15, 2021 through November 15, 2021 with reporting to TCEQ. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

### 3. Discussion and consideration of Resolution No. 2021-02 appointing three (3) members to the Economic Development Corporation for a term commencing immediately and ending December 31, 2022.

Alderman Isbell moved to approve Resolution No. 2021-02 appointing Bob Graf, Cameron Miller, and Terry Henley to the Economic Development Corporation for a term

commencing immediately and ending December 31, 2022. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Mayor asked Council to email him what they want

**4. Discussion and consideration of Resolution No. 2021-03 appointing three (3) members and one (1) alternate to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2022.**

Alderman Baker moved to table Resolution No. 2021-03 appointing Matt Oltremari, David Piwonka, and Meredith Smith as members and Nadya Shelton as an alternate to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2022. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

**F. CONSENT AGENDA**

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

**1. Consider approval of the Minutes held as follows:**

December 15, 2020 – Council Special Session Meeting Minutes

December 21, 2020 – Council Special Session Meeting Minutes

January 5, 2021 – Council Special Session and Joint Public Hearing Minutes

January 18, 2021 – Council Special Session Meeting Minutes

**2. Consider acceptance of the Quarterly Investment Report.**

Alderman Isbell moved to approve the consent agenda. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

**G. AUDIENCE COMMENTS (for matters NOT on the agenda)**

Terry Henley, resident at 12203 Alston, suggested installing boulders in the roundabouts. He also questioned if the city has 5,000 residents. Mayor Jessup stated that City Council has already declared the population of 5,000.

**H. RECESS REGULAR MEETING FOR EXECUTIVE SESSION**

Mayor Jessup recessed the regular meeting at 7:51 p.m. for Council to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding.

**I. EXECUTIVE SESSION**

Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding a complaint or charge against an officer or employee.

**J. ADJOURN EXECUTIVE SESSION**

The executive session adjourned at 8:03 p.m. and Council reconvened into regular session.

**K. RECONVENE**

Discuss and take appropriate action to regarding a complaint or charge against an officer or employee.

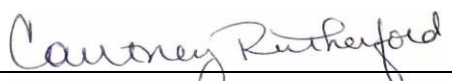
No action was taken.

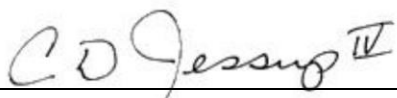
**L. ADJOURN**

Alderman Kopczynski moved to adjourn. Alderman Baker seconded the motion. There be no further business the meeting adjourned at 8:04 p.m.

**These minutes were approved by City Council on February 23, 2021.**

**ATTEST:**

  
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Courtney Rutherford, City Secretary

  
\_\_\_\_\_  
Charles D. Jessup IV, Mayor

