

TUESDAY, AUGUST 18, 2015
REGULAR COUNCIL MEETING
6:30 P.M.

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1. CALL TO ORDER: Mayor Whiting called the City of Hilshire Village Council Meeting to order at 6:34 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Mayor Whiting.

1.2 Pledge of Allegiance: was given by 6th grader, Audrey Post,

1.3 Present: were Mayor Shannon Whiting, Mayor Pro Tem Paul Maddock, Council Members Mike Gordy, Stephanie Post and Russell Herron. Also present were City Secretary Susan Blevins, Chief Gary Finkelman, Spring Valley Police Department, City Attorney Kim Mickelson, Olson & Olson and City Engineer Efrain Him, P.E., HDR Inc. Council Member David Gunn was absent.

2. REPORTS TO COUNCIL:

2.1 Police Report: Chief Finkelman stated in July there were two (2) accidents neither of which required reporting as they were settled between the parties involved.

There were four (4) arrests made in July. An arrest was made on July 12th for public intoxication. The arrest on July 20th started as a traffic violation, where the subject took off and then pretended to pull over at CVS but took off down the freeway. After a chase he was finally stopped. The subject was dropping off his girlfriend who was a caretaker for a family in the Village. The subject had an outstanding felony warrant for possession of a controlled substance. He was charged for evading arrest and is still in jail. The next day, July 21st, during a routine traffic stop another person, also dropping off a caregiver who works in the Village, was found to have a felony parole violation.

On July 22nd about 3:00 AM a suspicious male was seen at the School of the Woods. After seeing the suspicious person, the officer turned his vehicle around and in that time frame the suspicious person became a robbery victim of another man who had come from the Kroger area. The robber was apprehended and is in jail at this time.

Chief Finkelman then showed a film from the police car cameras showing the man being robbed and the suspect evading arrest.

Council Member Herron said he was concerned with the traffic on Wirt and asked Chief Finkelman if he had any thoughts. Chief Finkelman said he would make a call to see about getting City of Houston to help patrol the area since there are so many schools.

3. PUBLIC HEARING: CANCELLED

4. ACTION ITEMS:

4.1 No motion regarding Mennonite/Schwab re-plat due to the fact documents were not ready.

5. CITIZENS COMMENTS:

Bill Bristow, 1233 Pine Chase, stated he was shocked to find out about the criminal activity in the Village. He also said that he was more concerned with traffic in the Village than Council Member Herron's concerns of traffic on Wirt Road. Mr. Bristow said there was a great deal of speeding and running stop signs going on in the Village and he did not think anyone on the Council wanted to do anything about the problem. He also said that there should be "Do Not Block Intersection" signs at Ridgeley and Wirt. Council Member Maddock said that he had stopped a lady who ran a stop sign on Glourie and he turned her license plate over to the police after she told him to get lost, so Mr. Bristow should not say "Council is not concerned". Mayor Whiting asked Chief Finkelman if the traffic/speed counter could be set up again and the Chief agreed.

Chris Mineo, 10 Pine Creek Lane, said that for the past three (3) recycling days his street has been missed. He stated that the last time he called the office he was told that the recycling truck was in the Village and on its way. He left for a week and the recycling was still there when he got back.

Mayor Whiting indicated that she and Council were well aware of the problem. She and City Secretary Blevins had been talking to WCA's customer service representative and have told them the City will be looking for a different service provider. The Mayor said she and City Secretary Blevins were going to a workshop on negotiating a contract for refuse removal.

In the meantime WCA will give residents carts for recycling at no cost. Mr. Mineo would like to see WCA fired from picking up recycling. Mayor Whiting said there is a thirty (30) day notice if the City decides to change the contract with WCA.

Council Member Post wanted to know if the City had withheld payment since the City's service has been compromised.

6. COUNCIL COMMENTS: None

7. REPORTS TO COUNCIL: (Con't)

7.1 Engineers Report – Efrain Him stated in regard to the **Pine Chase and Glourie Project** that he met with Triple “B” and the warranty work was to be done by August 7th; however, to date it was not done. Triple “B” finally informed the City that the reason they had not started was due to a family emergency. Efrain said he spoke to Triple “B” today and their intent was to do the work this week. Mayor Whiting predicted that it would start raining when the backhoe shows up.

Pine Creek & Bridle Spur Reconstruction Project – Efrain reported that the revisions to the project plans and specifications had been completed. He said that the schedule at this time was for the bid package to be advertised in the City’ Newspaper on August 20th and 27th. The Pre-Bid meeting will be September 1st at the City Hall and the contract awarded at the September 15th Council Meeting. Council Member Post said she would like to see where the City stands on the Capital Improvement Funds. Mayor Whiting said that she would like to see another workshop with the residents of Pine Creek and Bridle Spur Road. Council Member Herron inquired as to the width of the proposed pavement for Bridle Spur Road. Efrain Him stated 18 to 20 ft. with a 10 ft. easement on either side. Mayor Whiting said the City would accept the deeds to Bridle Spur Street and then the contract would be awarded. Efrain said after the contract is awarded they will allow 15 days for the contractor to secure insurance and subcontractors.

Mennonite Church/Schwab Development - Efrain stated he has reviewed the final plat for the Mennonite Church along with all the documentation required for the plat process. He said the Public Hearing was cancelled because Schwab Development did not have their plans approved yet by the City of Houston. The final plats should be presented to Council at the September 15th Council Meeting. Mayor Whiting said that Council Member Herron had organized a homeowners meeting to discuss their concerns. She said the residents were told that the final plat process had to include everything, all the engineering and drainage and the City needed to make sure everything was done properly. Council Member Herron wanted to know if the strip of land between Mennonite Church and the two (2) existing houses could be used to widen the road. Efrain Him said that part of the space was also being used for parking for the Mennonite Church and he highly suggested that the road be designated with curbs otherwise it becomes a safety issue. Council Member Herron just wanted to make the road easier for the Fire Department to turn into.

1317 Ridgeley – Efrain said the “As Built Drainage Plan” had been rejected due to non-compliance with the City’s impervious coverage requirements.

1201 Pine Chase – Efrain said that the down spouts had been connected to the drainage system and it has not been corrected at this time. They were also informed that the extra culvert needed to be removed.

Efrain said there was another issue that had come up where the sanitary sewer service for **1205 Pine Chase** encroaches on to the **1201 Pine Chase** property. The City cannot accurately discern how this sanitary sewer service was allowed to be installed. He said there were two (2) solutions: either the home owners come to a mutual agreement and create an easement or if an agreement cannot be reached then the City will need to secure quotes to move the line. Efrain said he spoke to the City's Contractor, Scohil, and they estimated the work to be \$3,800.00 but he felt the City could get a lower rate from an actual plumber. He stated that the City could get Severn Trent to do the work; however, he felt a plumber would be less costly.

Mr. Wolf, 1205 Pine Chase, wanted to know if an agreement between the homeowners was made what legal documents would have to be prepared. He was told an easement would have to be dedicated. Mr. Wolf wanted to know why it was allowed in the first place. Mayor Whiting said the only reason the City is contemplating moving the line is because there are no records as to why it was allowed.

Street Sign Repair – the damaged pole at the intersection of Pine Chase and Glourie was replaced on July 29th and the resident who damaged the pole has been invoiced. Mayor Whiting requested a new pole to be ordered.

8. ACTION ITEMS:

8.1 Mayor Pro Tem Maddock made a motion to authorize payment of HDR invoice for Professional Engineering Services provided to the City for the Pine Creek & Bridle Spur Reconstruction Project, invoice # 10, in the amount of \$ 13,831.44, seconded by Council Member Post. **A vote was taken to approve the motion authorizing payment of HDR invoice for Professional Engineering Services provided to the City for the Pine Creek & Bridle Spur Reconstruction Project, invoice # 10, in the amount of \$ 13,831.44. The vote passed unanimously.**

8.2 Council Member Herron made a motion to authorize HDR to request quotes from licensed plumbers to re-align the 1205 Pine Chase Drive Sanitary Sewer Service encroaching into 1201 Pine Chase Drive or authorizing Severn Trent Services to perform the work under their current maintenance agreement with the City or asking the residents to work out an agreement to convey an easement for this cleanout and have the work performed, seconded by Mayor Pro Tem Maddock. Council Member Post wanted Severn Trent to be removed and to have a not to exceed amount. Council Member Herron amended his motion to read; "authorize HDR to negotiate with the home owners for an easement for the existing sewer line and if not acquired to request quotes from licensed plumbers to re-align the 1205 Pine Chase Drive Sanitary Sewer Service

encroaching into 1201 Pine Chase Drive and if under \$3,000.00 authorize the work to be performed". **A vote was taken to approve the motion authorizing authorize HDR to negotiate with the home owners for an easement for the existing sewer line and if not acquired to request quotes from licensed plumbers to re-align the 1205 Pine Chase Drive Sanitary Sewer Service encroaching into 1201 Pine Chase Drive and if under \$3,000.00 authorize the work to be performed. The vote passed unanimously.**

8.3 Council Member Post made a motion to approve the City of Hilshire Village Ordinance Number 719 adopting the 2015 International Building, Plumbing, Mechanical, Residential Energy Codes and the 2014 National Electric Code, seconded by Mayor Pro Tem Maddock.

Mayor Whiting indicated the City was behind in adopting codes. This update was for the City's ISO rating. City Secretary Blevins stated that she will bring another ordinance next month or so to Council adopting changes to these codes wherein the City takes exceptions to the codes to make them stricter. The Ordinance also needs to be cleaned up for inconsistencies and repetition.

Bill Bristow wanted to know who was responsible for enforcing the codes. Mayor Whiting said the Building Official. Mr. Bristow then asked if this was the same person who allowed the drains to be connected to the downspouts at 1201 Pine Chase. Mayor Whiting said the drainage codes were enforced by the City Engineer and 1201 Pine Chase was informed by the City Engineer that they could not be connected. Mr. Bristow wanted to know who the City's Building Official was and he was told the City uses Bureau Veritas.

A vote was taken approving the City of Hilshire Village Ordinance Number 719 adopting the 2015 International Building, Plumbing, Mechanical, Residential Energy Codes and the 2014 National Electric Code. The vote passed unanimously.

8.4 Closed Executive Session: None

8.5 No action

9. DISCUSSION:

9.1 Planning and Zoning: Mayor Whiting said the City was in receipt of feed-back from City Attorney, Kim Mickelson. City Secretary Blevins is in the process of combining the City Attorney's notes with the City's version. Mayor Whiting asked if Council wanted Council Member Herron to convene the resident committee so they can look over the new Zoning Ordinance. She also asked Council to look over the Zoning Ordinance and give their comments to City Secretary Blevins. City Secretary Blevins said the City Engineer was reviewing the drainage section of the Ordinance and would give his comments to her. Mayor Whiting said she would like the Ordinance finished by the end of the year.

The City Engineer and the City Attorney were excused at this time

9.2 Budget 2015-16 – City Secretary Blevins said the City’s Certified Role should be published by August 31, 2015. The City would need to publish an ad in the newspaper regarding the taxes. After discussion it was decided the first workshop would be on September 2, 2015, at 8:30 a.m. and the second workshop would be September 9, 2015, at 8:30 a.m.

9.3 Wirt Road Joint Management Plan with the City of Houston – Mayor Whiting was notified that the City of Houston rejected the median cut at Wirt Road and Hilshire Villas. She is going to talk to the traffic people and she would not be opposed to a traffic signal at that location. Mayor Whiting said the City might be able to leverage Metro Funds to help Fund the project.

10. REPORTS TO COUNCIL: (Con’t)

10.1 Fire Commissioner: Mayor Whiting stated there was no meeting last month. A new ladder truck was viewed as a possibility for the truck to be ordered in 2016.

10.2 Building: City Secretary Blevins stated there were (25) permits and (63) inspections.

10.3 City Secretary: Mayor Pro Tem Maddock stated that the oldest complaint on the log was on Triple “B” and was over a year old. Council Member Herron stated that there was more dirt being dumped on Mr. Schwab’s property. City Secretary Blevins stated she would notify the police of the possibility of illegal dumping.

10.4 Treasurer: City Secretary Blevins said the General Fund was still looking good as assets were up and expenses were down. The Utility Fund was the same story as prior months where revenue was down.

11. REPORTS FROM COUNCIL

11.1 Mayor Whiting – Noise Abatement Update. The proposed agreement was in the Council packet last month. The agreement is being reviewed by Legal. After review the cities will approve the contract and a timeline for the work will be established. The City’s portion is \$100,000.00 to be paid over five years and it is interest free. TxDOT made up the difference as the City of Houston elected not to participate.

12. CONSENT AGENDA:

12.1 Council Member Post made a motion to approve the Consent Agenda as presented, seconded by Mayor Pro Tem Maddock. **A vote was taken to approve the motion approving the Consent Agenda for August 2015 including the disbursements and the Minutes from the Regular Council Meeting of July 21, 2015, and the Special Council Meeting for July 31, 2015. The vote passed unanimously.**

13. ADDITIONAL COUNCIL COMMENTS: None

14. ANNOUNCEMENTS: None

15. ADJOURNMENT: Mayor Pro Tem Maddock made a motion to adjourn, seconded by Council Member Post. The meeting was adjourned at 8:26 P.M.

Shannon Whiting, Mayor

ATTEST:

Susan Blevins, City Secretary