

MINUTES OF WORKSHOP MEETING: APRIL 7, 2015

Mayor Muska called the Workshop to order at 5:31 pm.

Council members that were present – Jay Gerik, Cheryl Marak, Brian Muska, Al Vanek. Police Chief Hudson and Public Works Director, C.J. Gillaspie were also present. Steve Vanek was delayed and showed up at 5:37 pm. City Attorney, Skip Reaves arrived at 5:42 pm.

C.J. Gillaspie gave his Public Works update during the workshop since he had to leave the meeting early due to a prior engagement. He stated that he is short on manpower since most of his crew is working on the north end with the contractor. They have not laid asphalt yet but will be behind in doing so. He met with TxDOT last week and they plan on widening 2311, they will be putting in a shoulder, redoing ditches and curbs. The city must move our water line and upgrade to a 3" pipe per TCEQ regulations. The city must have this done by June 1, 2015. C.J. said that this will affect 15 of our water customers and will cost around \$25,000.

Mayor, Al Vanek, Cheryl Marak, Scott Knappek, and Shelly Nors met last week to discuss building codes and procedures. Scott Knappek updated the council with the research that he found regarding inspections and inspectors. He said that based on our city's code, we require at least 6-7 inspections while the county only requires 3. Bureau Veritas currently does 8 inspections for us. He also found that most inspectors are only certified to do one or two inspections; it is very difficult to find one inspector that can do all inspections themselves. Due to our meeting, Mayor suggested that we keep the 2012 Residential Building Code and continue working with Bureau Veritas. Cheryl Marak and Al Vanek suggested that we reduce our city fee max to \$150 and remove the building form survey. Al said that at \$147,000 valuation, the city fee max's out at \$150. Al Vanek said he would teach Scott on how to measure setbacks.

We adjourned out of workshop at 5:57 pm.

Council Meeting:

1. Call to order: Mayor Tommy Muska called the meeting to order at 6:00 PM.
2. Mayor Muska gave the pledge and Reverend John Crowder gave the invocation.
3. Roll Call: council members that were present – Jay Gerik, Cheryl Marak, Brian Muska, Al Vanek, Steve Vanek, and Mayor Tommy Muska.
4. Discussion, consideration, action, if any, re: resignation of Jay Gerik and declaration of city council position vacancy. Mayor Muska stated that he was sad to hear that alderwoman Gerik had moved out of town. Mayor read a letter signed by Jay stating that she will occupy the seat until a replacement has been named. Mayor thanked her for her dedication and service to the council and said that it has been a pleasure to serve with her. No action was taken.
5. On a motion by Steve Vanek, seconded by Al Vanek to approve minutes for February 24, March 3, March 17, and March 31, 2015. All in favor, motion carried.
6. On a motion by Steve Vanek, seconded by Brian Muska to approve Bills for March 2015 – excluding CK #28828, #28860, #17525, and #6976. All in favor, motion carried.
7. On a motion by Cheryl Marak, seconded by Jay Gerik to approve bills for CK #28828 and CK #17525. Brian Muska abstained, all others were in favor, motion carried.
8. On a motion by Al Vanek, seconded by Steve Vanek to approve bills for CK #28860 and CK #6976. Cheryl Marak abstained, all others were in favor, motion carried.
9. Discussion, consideration, action, if any, re: Monthly Departmental Reports. Judge David Pareya gave the court report. Shelly Nors gave the finance report and monthly sales tax allocation report. Sales tax was down a little in January but that is to be expected. Chief Hudson said that their case load is low which means crime is down. His department is doing lots of training and they are currently planning a National Night Out. Public Works Director, C.J. Gillaspie was not present so Mayor Muska gave his update. He said that TxDOT will be putting in a shoulder on FM 2311 and that the city crew will have to replace the water line by June 1. He said that this affects 15 houses in that area that are on West water. Mayor also said that there is a lot of work on the North side of the town and that is tying up on city man power. They are currently putting in new lines with the new infrastructure. Due to the amount of rain that we have received, there is a lot of lawn maintenance involved and the city crew is doing a lot of mowing and weed eating. We had 18% water loss which is better than last month. On a motion by Steve Vanek, seconded by Al Vanek to approve all monthly departmental reports. All in favor, motion carried.
10. Citizen Comments – Nick Nors spoke in regards to traffic on South Harrison. He said that traffic flies by since there is only a stop sign at Spruce and the next one isn't until Tokio Road. This leaves a long stretch of road open without any reason to slow down. He asked if there is a way to slow traffic down, possibly a speed bump, a dip, or an added stop sign. He spoke to Chief Hudson to see what the city could do long term to help this issue. Mayor Muska requested that we put this on a future agenda.
11. Discussion, consideration, action, if any, re: Larry and Kathy Podsednik regarding sister city agreement between West and the city of Kunovice in the Czech Republic. Kathy Podsednik spoke on her visit to Kunovice and how the Mayor of that city was interested in seeing how the youth of West carried on the traditions of the Czech. She said she was so accommodating to those visiting from West and that they would like a cultural agreement with our city. Kathy suggested that they could possibly be parade marshals in the Westfest parade. Holly Soupkup was one of the students that visited the town of

Kunovice and she said that their mayor greeted them with open arms. She would like for the Mayor of Kunovice and her family to bring their culture and traditions to West. She would love for them to teach the Junior Historians some new Czech dances as well as teach students the Czech language. Clarice Snokhous and her husband spent Christmas in Kunovice and they would like the City of West to offer a formal invitation to come here. On a motion by Steve Vanek, seconded by Jay Gerik to invite the Mayor of Kunovice and her husband to West and to become a sister city. All in favor, motion carried.

12. Discussion, consideration, action, if any, re: Parker's Park update. Joey Kolar spoke about the community build they had this past Saturday. He said they started at 9:00 am and finished around 2:30 pm. They had about 250 volunteers show up for this event. The swings are currently not installed, they are still waiting for the concrete to set in but all of the other equipment is ready to be played on! Joe Pustejovsky said that after the playground equipment is paid off, they may have some funds left to help with the completion of the rest of the park, possibly the pavilion or restrooms. He also said that if the city requires a final and formal inspection, they would be happy to provide this. He did mention that one concern about the park is that there are no lights and safety is a big issue. He wanted to know if the curfew could be changed to sundown; it currently is set at 11:00 pm. Chief Hudson said he would provide extra patrol in that area. They would also like to have a final dedication and turn over the keys to the playground on April 18th. No action was taken.

13. Discussion, consideration, action, if any, re: Mayor's Day Proclamation. Mayor read the proclamation to the AmeriCorp volunteers. Mayor Muska thanked them for providing service to the community of West and encouraged residents to recognize all of the efforts that they have made in our community. Mayor and Jamie Allnutt recognized all of the RSVP volunteers and photos were taken. No action was taken.

14. Discussion, consideration, action, if any re: Jamie Allnutt – honoring RSVP volunteers. This item was combined with agenda item #13.

15. Discussion, consideration, action, if any re: Kiwanis 100th Anniversary Proclamation. Mayor Muska read the proclamation celebrated the Kiwanis Club centennial anniversary. The first Kiwanis club started in Detroit, Michigan in 1915 and the West Club started on November 12, 1952. The service of the club of West includes the annual Thanksgiving meal, funding educational scholarships, toy campaign, Carter Blood drives and contributing over \$14,000 to the youth of West in 2014. Mayor Muska recognized those members that were in attendance and thanked them for their service. No action was taken.

16. Discussion, consideration, action, if any, re: Luke Wendeborn regarding community garden. Luke said he had a good turnout on both meetings that he had regarding the community garden. He also said he received a generous donation of seeds. His plan is to sell small plots and have the cost cover the expense of the water. He would like the city to consider using the land next to the Community Center for the garden. The city will furnish the water and the man power to help get the garden started. Luke researched the cost of water per square foot and it averages about \$0.05 per sq. foot. He would like to get it approved so that food can be given to a nonprofit. Mayor told Luke to get with Suzanne Hack on this. On a motion by Steve Vanek, seconded by Al Vanek to approve Luke to progress with the community Garden location next to the community center. All in favor, motion carried.

17. Discussion, consideration, action, if any, re: networking for city hall – Brian Muska. Brian asked to table this until next meeting. He is waiting on bids and needs more information before bringing this to council. On a motion by Brian Muska, seconded by Jay Gerik to table this until next council meeting. All in favor, motion carried.

18. Discussion, consideration, action, if any, re: amend residential building permit fees. Al Vanek suggested that we reduce the maximum city fee from \$300 to \$150 to help save the home builder some costs. On a motion by Jay Gerik, seconded by Cheryl Marak to amend the city's residential building permit fees effective May 1, 2015. All in favor, motion carried.

19. Discussion, consideration, action, if any, re: remove form survey requirement from inspection process. On a motion by Cheryl Marak, seconded by Al Vanek to remove the form survey requirement from the inspection process effective May 1, 2015. All in favor, motion carried.

20. Discussion, consideration, action, if any, re: approve resolution for participation in National Flood Insurance Program. Mayor said that this is regarding the Hud grant for the sewer plant and that we must have flood insurance to comply with federal regulation. He said that we do not have any houses in a flood plain in West but we must participate in the National Flood Insurance Program to apply for the grant. On a motion by Cheryl Marak, seconded by Steve Vanek to approve the resolution to participate in the National Flood Insurance Program. All in favor, motion carried.

21. Discussion, consideration, action, if any, re: approve Flood Damage Prevention Ordinance. On a motion by Jay Gerik, seconded by Cheryl Marak, to approve the Flood Damage Prevention Ordinance. All in favor, motion carried.

22. Discussion, consideration, action, if any, re: option to accept court credit card payments. Kelly Nors suggested that the city set up online payments for court customers. She said that the eDoc software that we use already has an interface setup with Certified Payments and that there would be no costs involved for the City. On a motion by Steve Vanek, seconded by Jay Gerik to agree to sign the contract for court credit card payments. All in favor, motion carried.

23. Council member comments and request for items to be placed on future agendas. Mayor asked that we put the South Harrison speeding issue on the next agenda.

24. Executive Session: Under the provisions of Government Code 551, the Council will meet in Executive Session to discuss:

1.) Executive Session: A closed meeting will be held pursuant to Section 551.074 of the Government Code (V.C.T.A.) to address personnel.

The council entered into executive session at 7:07 pm to discuss personnel. The council adjourned out of executive session at 7:26 pm.

25. On a motion by Steve Vanek, seconded by Al Vanek we adjourned at 7:28 p.m.



Shelly Nors, City Secretary



Tommy Muska, Mayor