

MINUTES OF WORKSHOP: JANUARY 5, 2021

Mayor Muska called the workshop to order at 5:30 pm. Jimmy Doherty, Natalie Kelinske, David Pratka, Joe Pustejovsky, Steve Vanek, and Mayor Tommy Muska were all present.

Mayor Muska stated that the city's auditor was currently working on the 2019 – 2020 financial audit. There will be a special called workshop in January to discuss it. The approval of the 2019 – 2020 financial audit will be on the February council meeting agenda.

Officer Keathley stated that the city currently has a dog's at large ordinance, and it is like other cities that he researched. Our ordinance states that if there is a dog running at large in the city, then we pick it up and take it to the Waco Animal Shelter. For the owner to pick it up, they must pay a total cost of \$150 to the city (\$75 to the City and \$75 to the Waco Animal Shelter). They must present a receipt showing that they paid the \$150 to the city before the Waco Animal Shelter releases the dog. Mayor Muska asked if we could still post the picked-up animal's photo on Facebook to see if it could be identified before the city takes it to Waco. Officer Keathley said yes, and he would also check to see if the animal was chipped.

Agenda item #13 – building permit limitations. Officer Keathley said that this item just needs to be enforced. Currently we have in place that once a permit is purchased and placed on the job site the contractor must start work within 180 days or they must renew the permit after the time limitations. There is one contractor in question now that Officer Keathley will address this issue with. Mayor Muska suggested keeping some type of spreadsheet with permit date and 180 days out date for Officer Keathley to track progress.

C.J. Gillaspie said the stop signs at Shook and Marable are already taken down due to the road construction and he feels that they do not need to be put back up. He got with Lt. Milligan and they both agreed that there is no reason for a 4-way stop in that area since there are currently stop signs that run East to West.

Mr. Roy Janek asked the council if they could put up "Church" signs about ½ block from the West Brethren Church. Mayor Muska said that public works would research this.

Agenda item #9 – city assistance with new subdivisions/developments and current budget. C.J. and Mayor Muska both said that \$200,000 was already allocated in this year's budget in case developers were needing assistance with their new developments. Mayor Muska stated that these contractors are helping increase our property tax base and if we can provide them assistance, this money would help. Joe Pustejovsky requested that the developer present their request to the council and then they decided if and how much to allocate. Kathleen Dow (representing our city attorney) said a contract would need to be drawn up and that there would be stipulations such as a time limit and what will be required for the money to be distributed. She said that this type of contract goes along with economic development planning and a timetable must be presented by the developer. If the contract is not held up on the developer/contractor's end, then legal action would be taken.

Workshop adjourned at 5:59 pm.

MINUTES OF MEETING: JANUARY 5, 2021

1. Call to order: Mayor Muska called the meeting to order at 6:03 PM.
2. Mayor Muska recited the pledge and Joe Pustejovsky gave the invocation.

3. Roll Call: present council members – Jimmy Doherty, Natalie Kelinske, David Pratka, Joe Pustejovsky, Steve Vanek, and Mayor Tommy Muska were all present.

4. On a motion by David Pratka, seconded by Jimmy Doherty; Approve minutes for December 1, 2020 council meeting. All in favor, motion carried.

5. On a motion by David Pratka, seconded by Jimmy Doherty; Approve bills for December 1, 2020. All in favor, motion carried.

6. On a motion by David Pratka, seconded by Joe Pustejovsky; Approve monthly departmental reports. All in favor, motion carried.

7. There were no citizen comments.

8. Approval of 2019 – 2020 financial audit. Bill Sanders needs a little more time to complete the audit. We will have a workshop later in January to discuss and finalize the audit at our February meeting. No action was taken on this item.

9. Currently we have \$200,000 in this year's budget to assist with new subdivisions/developments if needed. Steve Vanek would like to see contracts written up by our city attorney and put specifications and deadlines that the developer must follow, or legal actions will be taken. Jimmy Doherty would like the city council to approve each request on an individual basis. Mayor Muska decided to form a committee to come up with procedures and contract requirements. He selected Joe Pustejovsky, C.J. Gillaspie, City Attorney Charles Buenger, and Shelly Nors for the committee. On a motion by Steve Vanek, seconded by Joe Pustejovsky; Table this item until a plan is set in place. All in favor, motion carried.

10. The corner of Shook and Marable has been under construction for a while and the contractor doing the project removed the stop signs running North and South. The stop signs are still in the location running East and West. C.J. said the contractor took the North and South stop signs on Shook and Marable down for construction and he and Lt. Milligan both agreed that there is no reason to put up these stop signs since the school is no longer there. He also stated that there are large concrete dips that will help slow traffic down. On a motion by Steve Vanek, seconded by Natalie Kelinske; Approve not replacing the North and South stop signs located at Shook and Marable and leave the East and West stop signs on Shook. All in favor, motion carried.

11. Dogs at large – Officer Keathley. No action, this is already in our current ordinance. Officer Keathley and C.J. will come up with the procedure to get the animal to the Waco Animal Shelter and for the city to be paid by the owner. Mayor Muska would like something written up and put in the West News to inform the public.

12. Officer Keathley said that the Planning & Zoning committee met regarding the preliminary plat for the Long subdivision development (located on Grady Calvery). Walker Partners went through an extensive review of the infrastructure for this development and they approved the preliminary plat. The Planning and Zoning Committee also approves the preliminary plat based on Walker Partner's recommendation. The preliminary plat was not at the council meeting for council review and Joe Pustejovsky would like to see it on paper and Steve Vanek agreed but said that since our city engineers approved it, we should go with their recommendation. The final plat will still need to be submitted and the council will have the final say on it. On a motion by Steve Vanek, seconded by Natalie Kelinske; Approve the preliminary plat for the Long subdivision development as recommended by Walker Partners and Planning & Zoning. Joe Pustejovsky voted no, Jimmy Doherty abstained, all others in favor; motion carried.

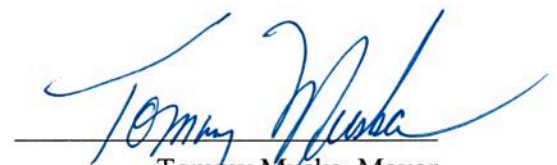
13. Building permit limitations – Officer Keathley. No action was taken. This is already in our current ordinance; the contractor must start work within 180 days of obtaining a permit. If 180 days has passed with no work done, then the contractor must re-apply for the permit.

14. Kathleen Dow said the text of the tractor-trailer ordinance is fine but there are a few minor changes. The caption needs to be changed, take out “no application” and change “fee schedule” to penalty. Also, the date the ordinance was approved needs to be on the ordinance as January 5, 2021. On a motion by Jimmy Doherty, seconded by Steve Vanek; Approve the tractor-trailer ordinance with the changes as directed by legal counsel. All in favor, motion carried.

15. Council member comments and requests for items to be placed on future agendas. Mayor Muska would like to put double pay for holiday (public works and police) for the next agenda. Walker Partners will be advised to come to the next meeting. Joe Pustejovsky asked if the city hall and community center renovations were 100% complete. Shelly Nors stated that city hall is 100% complete and paid and the community center is almost finished, there is a final walk thru scheduled tomorrow.

16. Council adjourned at 6:51 pm.


Shelly Nors, City Secretary


Tommy Muska, Mayor