

THE WOODLOCH TOWN COUNCIL HELD A RESCHEDULED REGULAR MEETING ON MONDAY, NOVEMBER 12, 2018 AT 7:05 PM.

1. Call to Order by Mayor Leino
2. Opening prayer and Pledge of Allegiance to the flag of the United States of America was led by Mayor Leino
3. Roll Call Present at the meeting were:
Mayor, R. Leino Jr., Aldermen: A. Rutherford, B. Hackleman M. Greening
Absent: Aldermen J. Lohmann and M. Leal
4. Conduct a Public Hearing to discuss the upcoming 2019-2020 Community Development Block Group (CDBG) Program. (this was conducted prior the regular meeting at 7:00 pm lead my Kelley Odom from Grant works.
5. Citizen Comments. Not to exceed thirty minutes, limited to three minutes per person. One public comment but it is for an agenda item so moving on.
6. Discussion and approval of minutes.
Motion made to approve Oct 8, 2018 minutes by Alderman M. Greening seconded by B. Hackleman. 4 ayes, 0 nays. Motion passed
7. Monthly Reports
 - A. Financial report - Presented to Council by Mayor Leino
 - Utility Fund: Total Income: \$21,462.35. Total Expenses: \$26,488.03. Net Income: \$-5025.68
 - General Fund: Total Income: \$4,361.56 Total Expenses: \$8,727.07 Net Income: -\$4,361.56
 - B. Ad Valorem Activity - Presented by Mayor Leino as Tax Assessor (Guy Griscom) was absent
 - 2017 Taxes collected: \$0. Penalties and Interest: 0. Total received for the Month of October 2018: 0 Total Collections YTD: \$30,557.62 Monthly Expense \$229.70
 - C. Public Works – Operations – Presented by Mayor Leino as Jason was absent.
 - No excursions to report
 - Way under on the Lone Star permit for water usage
 - Historical Water Pumpage for October: 983,000 gallons
 - Accountability for October is up to 97%
 - Waste water report: Meeting permit currently
 - Violation for Lead & Copper are cleared up as of this month.
 - D. Engineering – Presented by Michael Mathena – Engineer
 - **Wastewater Treatment Plant Permit:** The final permit has been received from the TCEQ and sent to the City and Operator for their records
 - **Texas General Land Office-Tax Day Flood Relief:** We have provided all the data that Grantworks has requested
 - **Texas Water Development Board Drinking Water State Revolving Fund Loan – Pressure Tank No.1 Replacement (2017 Loan with 100% Loan Forgiveness):** The TWDB has approved the Engineering Feasibility Report, and we are clear to start working on the design of the pressure tanks.
 - **TWDB 2018 Hurricane Harvey Emergency Clean Water State Revolving Fund Intended Use Plan:** We are waiting on the final audit to be completed, however we are still working with Bill Blich and the Auditor to get the project moving
 - **TML Insurance Coordination:** The Generator at the Water Plant has been installed. We are waiting on TML to continue processing the Town’s claims

8. Discuss and Approve Accounts Payable - Presented by Mayor, R. Leino Jr.
Motion made to approve Accounts Payable by Alderman B. Hackleman seconded by Alderman A. Rutherford 4 ayes, 0 nays. Motion passed
9. Discuss, consider and approve the opening of a new bank account for GLO funds
Currently our bank accounts are with Woodforest. At his time, we need to open a separate checking account for the GLO grant funds. We have had trouble with Woodforest as we are trying to move everything to the 21st century and their fees are too high. I would like to open an account with the Spirit of Texas Bank. If the Council doesn't object to the Town opening an account with Spirit of Texas Bank, I would like to obtain approval from Council. Motion made to approve by Alderman A. Rutherford and seconded by Alderman B. Hackleman. 4 ayes, 0 nays, Motion passed
10. Discuss, consider and approve Holiday schedule for 2019FY
Motion to approve 2019 Fiscal Year made by Alderman A. Rutherford and seconded by Alderman B. Hackleman. 4 eyes, 0 nays. Motion passed
11. Discuss, consider and adopt, resolution designating an engineering service provider to complete application and project-related engineering services for the General Land Office Community Development and Revitalization CDBG Disaster Recovery Fund
Resolution was read, and it was resolved that Light Point Engineering was selected to provide Engineering services for the General Land Office Community Development and Revitalization CDBG Disaster Fund.

Motion to adopt resolution made my Alderman M. Greening and Seconded by Alderman A. Rutherford.
4 eyes, 0 nays. Motion Passed
12. Discuss, consider and adopt, resolution designating an engineering service provider to complete application and project-related engineering services for the Texas Department of Agriculture's 2019-20 TX-CDBG Community Development Fund. Resolution was read, and it was resolved that Light Point Engineering was selected to provide Engineering Services for the Texas Department of Agriculture's 2019-20 TX-CDBG Community Development Fund.

Motion to adopt resolution made by Alderman B. Hackleman and seconded by Alderman M. Greening. 4 yes, 0 nays, Motion passed
13. Closed Executive Session
14. Discuss and Approve additional Budge/Hours to cover increase in PIR and reconciliation of accounts.

One public comment to speak about the budget to increase hours for PIR by Diane Lincoln. DL stated she would like to speak against granting more time as she believes PIR are part of the Mayor's job. In looking at personnel costs: Dec 22nd to August 2nd have been 30,000.00 Payroll for Mayor and \$36,239.60 for the two women working here. Combined \$72,714.00. Then you have a lot of admin contracts 26,152.00 adding to 98,866.00. Public information is the Mayor's job. I really don't see how this town can afford unless you raise rates. Mayor R. Leino informed DL that the corrected W2 can take up to a year to be completed.

There are 18 months' worth of account to be reconcile and we have 4 accounts. Also, there has been an increase of in-dept Public Information requests are coming in which require more time to be dedicated to complete as QB has not been reconcile for 18 months. This can take 6 months or up to one year.

Motion to approve made by Alderman B. Hackleman and seconded by Alderman M. Greening. 4 eyes and 0 nays. Motion Passed

15. Other Business

- A. Notification and report, of accounts and records retention – We have now all the missing bank statement that were missing and we can not start to reconcile. These accounts are back up 18 months
- B. Notification and report, of potential security risk – We have found three copies of QB prior to R. Leino’s term but only can account for two licenses. This creates a potential security risk.
- C. Notification of mandatory CSI reports and building permit inspections required by TCEQ – After Harvey and the houses been remodeled and a mandatory Customer Service Inspection needs to be completed. We need to have CSI report of each customer on file. A letter informing the community will be mailed out alongside Invoices around the end of the month. Jason Sessum has agreed to charge us \$100.00 to complete these reports and will also do a final building inspection.

16. Adjournment

- Motion made to adjourn by Alderman B. Hackleman seconded by A Rutherford 4 ayes, 0 nays. Motion passed. 8:16 PM

Respectfully Submitted,

Carmen Loor
City Secretary