

City of Danbury
Regular Council Meeting Minutes
Thursday, October 15, 2020

Call To Order

The meeting was called to order by Mayor Melinda Strong at 6:33 p.m.

Pledge

Prayer

By Heather Martin

Council Present

Sue Powell

Heather Martin

Brenda Milligan

Coby Pruitt- Entered at 7:26p.m.

Public Comment

Carol Unsicker stated that the city needed a Chief of Police and more than one police officer.
Moira Ginther thanked the city.

Consent Agenda

1. Consideration of Monthly Bills (Check Register from September 17, 2020, through October 15, 2020)
2. Consideration of August 2020 Financial Statements
3. Consideration of September Police Report/Maintenance Log
4. Consideration of September Municipal Court Report
5. Consideration of September Community Center Report
6. Consideration of September Park Report
7. Consideration of September Time Report
8. Consideration of September Utility Report
9. Consideration of City Council Minutes (August 20, 2020, September 10, 2020, September 13, 2020, September 17, 2020)
Motion was made by Heather Martin and seconded by Sue Powell to accept the Consent Agenda as is.
Passes unanimously

General Business

1. Discussion and Consideration of Closing Panther Drive from the stadium road to the Administration Building 7:30-3:30 on school days. (Danbury ISD/Mayor)
Tabled until notification from DISD that they are ready to proceed.

2. Discussion and Consideration of the Inter-local Agreement between the City of Danbury and Brazoria County for 2020-2021. (Melinda Strong)

A motion was made by Heath Martin and seconded by Brenda Milligan to approve the agreement between the City of Danbury and Brazoria County for 2020-2021.

Passes unanimously

3. Discussion and Consideration of Engaging Curtis Craig to Perform Annual Audit and Financial Reporting for Fiscal Year 2019-2020. (Melinda Strong)

A motion was made by Heather Martin and seconded by Sue Powell for Curtis Craig to perform the annual audit and financial reporting for fiscal year 2019-2020.

Passes unanimously

4. Discussion and Consideration of Adopting 2021 Holiday Schedule for the City of Danbury. (Melinda Strong)

A motion was made by Heather Martin and seconded by Sue Powell to adopt the 2021 Holiday Schedule for the City of Danbury.

Passes unanimously

5. Discussion and Consideration of Changing From One Regular Council Meeting per Month to Two Regular Council Meetings per Month. (Heather Martin)

Tabled

6. Discussion and Consideration of Adopting 2020 Regular Council Meetings for the City of Danbury. (Melinda Strong)

Tabled

7. Discussion and Consideration of All Council Members Completing A List of Streets To Be Repaired. (Melinda Strong)

A motion by Heather Martin and seconded by Brenda Milligan to have all council members complete a list of streets to be repaired. To have list ready by the November meeting.

Passes unanimously

8. Discussion and Consideration of Danbury ISD Education Foundation's Request to host a Fun Run on December 5, 2020. (Danbury Education Foundation)

A motion was made by Heather Martin and seconded by Sue Powell to allow Danbury ISD Education Foundation to host a Fun Run on December 5, 2020.

Passes unanimously

9. Discussion and Consideration to Discuss Council Access to City Documents and Information. (Heather Martin)

Tabled

10. Discussion and Consideration of Approving a Resolution to Obtain a Bank Depository Outside of Danbury City Limits. (Melinda Strong)

A motion was made by Heather Martin and seconded by Brenda Milligan to approve the resolution to obtain a bank depository outside of Danbury City Limits.

Passes unanimously.

11. Discussion and Consideration of Approving Advertising for a Bank Depository. (Melinda Strong)

A motion was made by Heather Martin and seconded by Sue Powell to approve advertising for a bank depository.

Passes unanimously.

12. Discussion and Consideration of Allowing the Payment of Vacation Time Accrual and Updating the Employee Manual to Reflect Such Change. (Brenda Milligan)

A motion was made by Brenda Milligan and seconded by Heather Martin to pay vacation time. Vote for: Heather Martin, Brenda Milligan, and Coby Pruitt. Against: Sue Powell. Heather Martin and Sue Powell volunteered to update the Employee Manual for approval at November's council meeting.

13. Discussion and Consideration of Approving General and Utility Department's Request for Property Transfer or Disposal. (Cynthia Sharp/Cory Stefka)

A motion was made by Heather Martin and seconded by Sue Powell to dispose of 6 security cameras (City Prop. No. 78) and carpet (City Prop. No. 55).

Passes unanimously

14. Discussion and Consideration of Approving Fees Paid to the City of Danbury Inspector. (Melinda Strong)

A motion was made by Heather Martin and seconded by Coby Pruitt approving fees paid to the City of Danbury inspector. New Residential \$225.00 per home, House Leveling 50% of permit fee to inspector, Driveway 50% of permit fee to inspector, Gas Lines Charge \$60.00 pay inspector \$40.00, Solar Panels 50% of permit fee to inspector. Commercial project 50% of permit fee to inspector, Electrical pay per Ordinance.

Passes unanimously

15. Discussion and Consideration of Creating Policy on Contacting City Attorney. (Melinda Strong)

Tabled

16. Discussion and Consideration of Approving Ordinance #2023 for Final Budget Amendment to the 2019-2020 General and Utility Budgets. (Melinda Strong)

A motion was made by Heather Martin and seconded by Brenda Milligan to approve ordinance #20-23 for final budget amendment to the 2019-2020 General and Utility Budgets.

Passes unanimously

17. Discussion and Consideration of Approving Bid for Repairs to City Hall. (Melinda Strong)
Tabled

18. Update on the City of Danbury Website. (Heather Martin)
Heather Martin gave an update on the website and the training.

19. Discussion and Consideration of Approval of Administrators for the City of Danbury website. (Melinda Strong)

A motion was made by Heather Martin and seconded by Brenda Milligan to remove the Mayor and Alderman as Administrators, as soon as all employee are trained.

Passes unanimously

20. Discussion and Consideration of Having Olsen & Olsen Prepare a Special Events Ordinance. (Melinda Strong)

A motion was made by Heather Martin and seconded by Coby Pruitt to have Olsen & Olsen prepare a special events ordinance.

Passes unanimously

21. Discussion and Consideration of Approving an Alzheimer's Walk for Saturday, November 7, 2020. (Nicole Herron)

A motion was made by Brenda Milligan and seconded by Sue Powell to approve the Alzheimer's walk for Saturday, November 7, 2020.

Passes unanimously

Executive Session Entered at: 8:22 p.m. Ended at 9:44 p.m.

22. Executive Session under Texas Government Code Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Police Chief.

General Business Agenda Continued:

Council Present: Coby Pruitt, Sue Powell, Heather Martin, Brenda Milligan

23. Discussion and Consideration of placing job posting for a Chief of Police on the TML website and procedures to follow for screening applications and interviewing applicants for the Chief of Police position. (Melinda Strong)

A motion was made by Heather Martin and seconded by Sue Powell to place a job posting for Chief of Police on the TML website to run for 6 weeks, at a salary range of \$55-\$64 thousand.

Passes unanimously

Adjourned: 9:59 p.m.