

City of Danbury
Regular Council Meeting Minutes
Thursday, June 15, 2023

Call to Order: Mayor Suzanne Powell called the meeting to order at 6:30 p.m.

Council Present: Gordon Hatthorn, Rocky Hicks and Kylie Kroschel

Council Absent: Keith Woods and Jon Williams

Staff Present: Erin Nolan

Pledge

Prayer: James Richardson

Public Comment

NONE

Mayor Update

NONE

Council and Staff Comments:

NONE

***Started the meeting with General Business Agenda Item #4**

Consent Agenda:

1. Consideration of April Financial Statements
2. Notification of All Checking accounts- available balance as of 6/15/2023
3. Consideration of May Police Report/Maintenance Log
4. Consideration of May Municipal Court Report
5. Consideration of May Community Center Report
6. Consideration of May Park Report
7. Consideration of May Time Report
8. Consideration of May Utility Report
9. Consideration of City Council Minutes (6/1/2023)
10. Consideration of Building/Electrical Inspector Report
11. Consideration of Utility Department Vehicle Report

Motion by Rocky Hicks and seconded by Kylie Kroschel to accept the Consent Agenda.

PASSES

Consent Agenda:

12. Consideration of Monthly Bills (Check Register from 4/1/2023-4/30/2023)

Motion by Rocky Hicks and seconded by Gordon Hatthorn to accept Consent Agenda Item of Monthly Bills (Check register from 4/1/2023-4/30/2023).

PASSES

General Business:

1. Discussion and Consideration of placement of luggage cart. (Janelle Williamson)

Heather Martin presented the history of the luggage cart and addressed the safety concerns from the previous council meeting if the cart was placed at the park.

Motion by Kylie Kroschel and seconded by Gordon Hatthorn to allow placement of the luggage cart at Skrabanek Park based off the map that was presented to council at the meeting.

PASSES 2 yes: Gordon Hatthorn and Kylie Kroschel 1 no: Rocky Hicks

2. Discussion and Consideration of Back to School Bash on August 12th, 2023 5 p.m. to 7 p.m. at Skrabanek Park. (Sue Powell)

Motion by Kylie Kroschel and seconded by Rocky Hicks to have the back to school bash at Skrabanek Park on August 12, 2023 from 5 p.m. to 7 p.m.

PASSES

3. Discussion of Mayor's Trash Patrol. (Sue Powell)

Want to encourage children to be involved in community.

Civic Club will sponsor the program to provide the prizes for the children.

Participants must fill out the volunteer form at City Hall.

Only thing council would like to see added is that all children must be accompanied by an adult.

Motion by Rocky Hicks and seconded by Kylie Kroschel to allow the Mayor's Trash Patrol with the added information that all children must be accompanied by an adult.

PASSES

Moved to agenda item # 5

4. Discussion and Consideration of awarding Bank Bid Proposal. (Sue Powell)

Kris Long a representative from First State Bank was present. They have a location in Angleton, they offer remote capture, no fee for the machine, no bank fees, interest rate will be determined. Kylie Kroschel asked what is the common interest rate and Kris Long told her 1.5 %.

Motion by Kylie Kroschel and seconded by Gordon Hatthorn to move from Wells Fargo Bank and award First State Bank the business of the City of Danbury.

PASSES

Moved to general business agenda item # 1

5. Discussion and Consideration on Resolution 23-0005 Disposal of radar system wiring box, typewriter, 2 HP Printers, and Paper Premier. (Chris Henken)

Motion by Kylie Kroschel and seconded by Rocky Hicks to accept Resolution 23-0005 Disposal of radar system wiring box, typewriter, 2 HP Printers, and Paper Premier.

PASSES

6. Discussion and Consideration of Resolution 23-0006 Disposal of 2 Garmin GPS, Dell Laptop, Panasonic Toughbook, 2 radios, 3 mics and 5 batteries. (Chris Henken)

Motion by Kylie Kroschel and seconded by Rocky Hicks to accept Resolution 23-0006 Disposal of 2 Garmin GPS, Dell Laptop, Panasonic Toughbook, 2 radios, 3 mics and 5 batteries.

PASSES

7. Discussion and Consideration of Resolution 23-0007 Disposal of 2 steel police cage systems, 2 large top light bars, 1 inside light bar and 1 box of miscellaneous wiring. (Chris Henken)

Motion by Kylie Kroschel and seconded by Rocky Hicks to accept Resolution 23-0007 Disposal of 2 steel police cage systems, 2 large top light bars, 1 inside light bar and 1 box of miscellaneous wiring.

PASSES

8. Discussion and Consideration of Resolution 23-0008 Disposal of 4 office chairs and 1 insignia television. (Chris Henken)

Motion by Kylie Kroschel and seconded by Rocky Hicks to accept Resolution 23-0008 Disposal of 4 office chairs and 1 insignia television.

PASSES

9. Update from Police Department. (Chris Henken)

- **Cleaning of office**
- **Got new office chairs in**
- **Started evidence relocation- working with County to go through each case and ensure proper disposal/ relocation of evidence.**
- **Started an equipment inventory list.**
- **Started a Facebook Police Department Page for community communication only.**
- **Working on an e-calendar that will have all School and City events on it so that everyone is aware of the events and when they are taking place.**
- **Emergency management meeting.**
- **Back to school bash table**
- **Weekly meeting with Chief Bracken**
- **Still helping out at school. Summer school is Monday-Thursday 7:30 a.m. to 11:30 a.m.**
- **Have had a stolen bike and cemetery vandalism**
- **Working on a monthly stat form- to include how many calls taken, how many calls assisted from county, how many traffic stops, how many warnings written and how many citations given,**
- **Rocky Hicks asked can we get the signs on 208 fixed so that they are not blinking all day. Chris Henken said that he will need a bucket truck to correct those and needs to make sure that the program will work to correct them. Rocky Hicks said to reach out to the county gentleman who has been helping with the signs and he will help with borrowing of a bucket truck.**

10. Discussion and Consideration of school traffic flow and request for signage. (Sue Powell)

- **install 2 sets of rumble strips before the cross walks on first street in both directions.**
- **install no parking or standing on AVE F between 2nd street and 1st street during school hours.**
- **install no parking or standing signs on first street between AVE F and AVE G**
- **install no right turn signs for the vehicles leaving the stadium parking during the drop off and pick up times.**
- **install no left turn at the exit of the circle drive during the drop off and pick up times.**
- **install the one way street signs for AVE F between 2nd and 1st during school hours.**
- **install one way street signs on 1st street so folks don't turn onto AVE F from 1st street during school hours.**
- **have the cross walks repainted before the start of School.**
- **consider implementing the crossing guard program that the school and the city had a few years back.**
- **install approaching cross walk signs on 1st street, a removable sing that is put out during school hours that just sits in the middle of the road, might work**
- **schedule a town hall meeting with the City and the School before the start of school to advise folks of the new signage , and inform them of the school drop off and pick up plan,**
- **and for the city to conduct a town hall so the community can voice their concerns, or wants from council.**

TABLED

11. Update from Utility. (Keith Woods and Sue Powell)

- **Lift Station # 3 was fixed**
- **Sewer line on 1st is being installed**
- **Clean up at the water tower**
- **Filed for lost title for the truck so we can put it on the auction website**
- **Sludge removal down to 600**
- **Tony is working on the bids for fencing**
- **Inventory of ground storage was done by KSA and KSA is working with their surveyors to get started.**
- **Street signs that go on top of the stop sign posts will begin being installed by quadrants. They will start with quadrant 1 and move in chronological order to complete. The utility department will devote an hour a day to begin installing the street signs.**

12. Discussion and Consideration of 4 more wet haul removals. (Sue Powell)

Requesting 1 wet haul next week and then Rodney Garrett says that we should be good for once a month moving forward.

Motion by Kylie Kroschel and seconded by Gordon Hatthorn to approve 4 wet haul removals.

PASSES

13. Discussion and Consideration of dates for Budget Workshop for fiscal year 2023-2024. (Sue Powell)

Will have a budget workshop at the next council meeting on July 6, 2023 and will add it to the agenda again to pick workshop dates.

Executive Session: entered into executive session at 7:58 p.m..

14. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Police Chief

15. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Police Officer

16. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Utility Supervisor

General Business: returned to general business at 8:30 p.m.

17. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Police Chief

Will have interview at July 6th council meeting.

18. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Police Officer

Can put on TML and City Website looking for Police Officers.

19. Discussion and consideration appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Utility Supervisor

Will have interview at the July 6th council meeting.

Moved to the consent agenda.

Adjourn/Dismiss: Mayor Suzanne Powell adjourned the meeting at 8:33 p.m.



Mayor Suzanne Powell





ATTEST by: 
Erin Nolan, City Secretary