



# Regular Council Meeting 2/21/2023

## Minutes

Tuesday, February 21, 2023 at 6:30 PM  
8301 Westview Drive, Houston, Texas 77055

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**1. CALL TO ORDER** Mayor Buesinger called to order the Regular Council Meeting at 6:31 P.M.

1.A. Mayor Pro Tem Maddock gave the **invocation**.

1.B. Pledge of Allegiance

1.C. **PRESENT**

Mayor Bob Buesinger  
Council Member Mike Gordy  
Council Member Justin Crawford\*  
Mayor Pro Tem Paul Maddock  
Council Member David Schwarz

**ABSENT**

Council Member Andy Carey

Also present were: City Attorney Thomas Ramsey, Olson & Olson, City Engineers Him and Vasquez, HDR Engineering, Spring Valley Police Chief Schulze and Captain Lane, City Secretary Stephens, and City Clerk Ray.

\*Present remotely.

**2. CITIZEN'S COMMENTS**

**Regina Giovannini, Glourie Drive**, said that she would like to know what can be discussed in regard to the employment termination of former Fire Chief Foster.

**Nancy Polis, Glourie Drive**, stated that she had three requests. First that the residents of Hilshire Village be informed if there is an active lawsuit against the City or its representatives, secondly is the City covered by insurance in the case of a lawsuit, and third whether indemnity is involved.

**3. REPORTS TO COUNCIL**

3.A. **Police Report:** Captain Lane said that there were 378 calls for service in the last month. Of those, he stated there were 267 business checks, 18 traffic violations, and one (1) alert from the Flock License Plate Reader camera on Glourie Drive for a stolen vehicle which ended as a civil matter. In addition, Captain Lane reported 73 public relations calls and two (2) solicitor calls.

Captain Lane reminded the Council about safety during spring break and to watch for children playing in the neighborhood during the day.

Chief Schulze stated that in response to the incident with Memphis PD, the department has reviewed protocols and is ensuring there is proper supervision on calls.

- 3.B. **Building Official Report:** Secretary Stephens said that there are no outstanding items to discuss and the Council did not have questions on the reports provided.
- 3.C. **Engineer's Report:** Engineer Vasquez said that there are a typical number of plans under review and no urgent issues with construction.

Engineer Vasquez stated that the **asphalt repair on Ridgeley Drive** at the north intersection with Archley Drive needs to be reviewed for materials and methods with the subcontractor, who is being identified. Council Member Gordy said that he witnessed the patch installation and saw an unlevel base with no stabilizing materials. Engineer Him said that this is the result of right-of-way work by either Verizon or CenterPoint.

Engineer Vasquez said that the **drainage easement at 1209 Pine Chase Drive** has been cleared of vegetation per the field meeting.

Engineer Vasquez stated that there was a meeting in January with the City of Houston regarding the **Pine Chase Grove water meters and vaults**. He said that the representatives from the City of Houston agreed to paint the lids of the vaults to cover the spray-painted numbers and install locks for the lids in the interest of safety. An audience member commented that the meters had recently been lowered and moved to the grassy area between the meters, therefore he felt they could be moved further out of sight. City Engineer Him said that City of Houston is trying to find the easement documentation, and added that there is a possibility it will need to be re-dedicated to the City of Houston. Engineer Vasquez said that there is a planned future meeting, date to be determined, where the citizens of the area will be able to meet with the City of Houston representatives.

Engineer Him said that the **Wirt Road Safety Project** interlocal agreement with Harris County was approved and that the City is still waiting on a response from the City of Houston. He said that there was a surveyor on site to begin the design plan preparations, but his equipment was stolen from his truck and the survey has been rescheduled. Engineer Him stated that the design will be presented to citizens for comment.

Engineer Him said that the **Hilshire Green Capital Improvement Project** estimates were provided last September, but current market conditions may increase the construction costs. Engineer Him also stated that the City's debt structure needs to be assessed for the timing of the loan. He said that the design cost for the project is estimated at \$158,000 and is eligible for American Rescue Plan grant funding. The council discussed proceeding with the design phase.

Engineer Him stated that the **lift station generator** exhaust cannot be re-routed as it would void the manufacturer's warranty. He said that there is a minimum of three (3) feet of open space required between the equipment and any fencing or barrier.

- 3.D. **Fire Commissioner's Report:** Mayor Buesinger said that the Fire Commission is having a meeting tomorrow regarding budget preparations, and completing the roof replacement pending the consultant, architect, and weather. He also said that a second bid was received for the annex roof repairs.
- 3.E. **Introduction of Interim Fire Chief Miller:** Mayor Buesinger introduced Interim Chief Miller, listing his achievements with the department thus far. He said that Interim Chief Miller joined the Village Fire Department in 1980, has obtained multiple certifications, and was promoted within to Deputy Fire Chief.

Interim Chief Miller said that in the Memorial Villages accountability is important. He stated that he has been in Emergency Management with the department since 2005. He stated that all staff are trained as officers for succession.

Interim Chief Miller said that during the freeze a captain suffered a knee injury and is out on leave. He stated that an ambulance out for preventative maintenance is now back in service, and another is receiving repairs under warranty. Interim Chief Miller stated that there are two (2) ambulances expected in late spring, or early summer. Interim Chief Miller stated that in Hilshire Village there were three (3) fire & EMS calls, of which the average response time was 5:47.

Interim Chief Miller said that the department ISO inspection was scheduled for March, but it was moved to next year allowing time to hire a consultant and maintain the department's Class 1 rating. He also said that hydrant testing has begun.

Interim Chief Miller said that Friday he attended a meeting with Memorial Hospital staff members to improve wall time, and on Monday he met with City Administrators to improve relationships and communications. Interim Chief Miller said that they are currently reviewing the 2022, 2023, and 2024 budgets.

Mayor Pro Tem Maddock asked about the staff morale. Interim Chief Miller said they are adaptable and love working for the fire department. Council Member Gordy said the Interim Chief's time is appreciated, and encouraged him to attend council meetings in the future.

**Nancy Friedman, Pine Chase Grove**, said this is the first council meeting since the former chief's dismissal and she expected a report on the dismissal. Mayor Buesinger referred to fire commission meeting records.

#### **4. DISCUSSION AND POSSIBLE ACTION**

- 4.A. **Discussion and Possible Action to vote for a Director for Texas 811**

**Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Schwarz.**

After discussion, the council did not have a preference of candidates and therefore no action was taken.

**4.B. Discussion and Possible Approval of an Extension of the Manufacturer's Warranty for the Lift Station Generator and Contract for Preventative Maintenance**

**Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Schwarz.**

Engineer Him suggested the 10-year warranty with quarterly routine maintenance, two-hour load bank test, and monthly transfer test. Mayor Pro Tem Maddock asked about the expected life span of this generator. Engineer Him said this is a water-cooled generator and the performance has improved for an expected 15-20 years of operation.

**Mayor Pro Tem Maddock amended the motion to execute a contract for the lift station generator per the City Engineer's recommendations.**

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

**4.C. Discussion and Possible Approval of a Preventative Maintenance Contract for the City Hall Generator**

**Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Gordy.**

Engineer Him suggested semi-annual routine maintenance.

**Mayor Pro Tem Maddock amended the motion to execute a contract for the City Hall generator per the City Engineer's recommendations.**

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

**4.D. Discussion and Possible Action to Approve a Lift Station Generator Image Wrap**

**Motion made by Council Member Schwarz, Seconded by Council Member Gordy.**

The council discussed that the wrap was not necessarily to prevent theft or damage, but to blend the equipment with the surrounding area to draw less attention. The

generator and housing are much heavier than typical home generators. Pending verification that the wrap will not void the warranty, the council chose to proceed with a simple, natural design.

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

4.E. **Discussion and Possible Approval of Resolution 2023-242 for National Opioid Settlements: Teva, Allergan, CVS, Walgreens and Walmart**

**Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Schwarz.**

Secretary Stephens said that this is another legal filing against additional companies involved in the opioid crisis. She stated that there is minimal paperwork and suggested proceeding.

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

4.F. **Discussion and Possible Action to Appoint the Mayor and Council Member to Interview Potential Utility Service Operators**

**Motion made by Council Member Gordy, Seconded by Mayor Pro Tem Maddock.**

Mayor Pro Tem Maddock asked if the Memorial Villages Water Authority or Spring Valley Public Works would participate in an interlocal agreement for utility operations.

Council Member Gordy and Council Member Schwarz volunteered to join Mayor Buesinger on a subcommittee.

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

## **5. DISCUSSION**

5.A. **Discussion on Play Equipment in Front Yards**

Council Member Gordy read aloud from a letter sent by **Diane Rager, Mallie Court**, expressing the desire to maintain a family friendly neighborhood in regards to play

equipment.

Council Member Schwarz said that the owner of the batting cage should be addressed independently to potentially reach an agreement on the structure.

**Robert Byrne, Bridle Spur Lane**, proposed language on traffic obstructions to address basketball goals at the side of the road which encroach on the clearance of the roadway.

## **6. REPORTS TO COUNCIL**

- 6.A. **Mayor Buesinger's Report:** Mayor Buesinger said that he submitted an article to the Hilshire Village Civic Club with a summary of the City's accomplishments in 2022.
- 6.B. **City Secretary's Report:** Secretary Stephens said that the CenterPoint Street Light LED Upgrade is scheduled to be complete by August 2023.
- 6.C. **City Treasurer's Report:** Secretary Stephens said that the issuer fee in the amount of \$20,000 from the Odyssey Academy was received per the agreement with the Hilshire Village Cultural Education Finance Facilities Corporation.

## **7. CONSENT AGENDA**

**Motion made by Council Member Schwarz, Seconded by Mayor Pro Tem Maddock.**

- 7.A. Approve Disbursements
- 7.B. Approve Minutes from the January 17, 2023 Regular Council Meeting
- 7.C. Approve Check Registers

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

## **8. ADDITIONAL COUNCIL COMMENTS:** None

## **9. FUTURE AGENDA TOPICS**

### 9.A. **Discussion and Possible Direction for a Coordinator for the Hilshire Village Community Emergency Response Team (HV-CERT)**

Secretary Stephens said that City Hall is the designated Emergency Operations Center and that she would like to get more involved including training with FEMA and coordinating with the HV-CERT. There was a suggestion from the audience to contact John Cooper for coordination.

### 9.B. **Discussion and Possible Approval of Investment Policy**

Secretary Stephens said that this is an annual process, and nothing is anticipated to change from the current version.

**10. ANNOUNCEMENTS**

**11. ADJOURNMENT**

**Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Schwarz.**

**Voting Yea: Council Member Gordy, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion carried 3-0.**

The meeting was adjourned at 8:17 P.M.

ATTEST:

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Robert F. Buesinger, Mayor

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Cassie Stephens, City Secretary