



Orchard City Council

Regular Meeting, March 11, 2020

1. Call to Order and Announce a Quorum is Present:

With a quorum of the Commissioners present, Mayor Rod Pavlock called the Regular Meeting of the Orchard City Council to order at 6:03 p.m. on Wednesday, March 11, 2020 in the Council Chambers of the Orchard City Hall, 9714 Kibler, Orchard, Texas.

2. Roll Call:

Rod Pavlock, Mayor
Matt Perreault, Commissioner
Joe Supak, Commissioner
Merry Sue Hajdik, Finance
Melissa Andel, City Secretary
Wanda Andel, City Administrator

3. Public Recognition: None

4. Commissioner Perreault made a motion to approve the minutes of February 11th, 2020 regular meeting. Commissioner Supak seconded the motion. Motion passed unanimously.

5. Commissioner Supak made a motion to approve the minutes of February 25th, 2020 regular meeting. Mayor Pavlock seconded the motion. Motion passed unanimously.

6. Renee Wesbrooks gave a presentation on what she would be doing if the city were to allow her to rent the admin building located at 9921 Galveston St. Mayor Pavlock suggested that over the next month the city will come up with a lease and rental price to offer Renee at the April 14th meeting.

7. Chrissy McGee explained the process of when she as the building inspector steps in as far as drainage goes. Builders have to build up a minimum of 12 inches above grade (grade meaning road) this will be shown on the plans they submit. As far as the ditches goes Fort Bend county has to clean out the ditches not the builders. Permits are going well. Chrissy suggest that we look at our fence ordinance and make sure we have materials that can be used is part of the ordinance.

8. Mayor Pavlock gave an update on the Escobedo property located between Sabine and Arkansas Street. It has been agreed that Supak Construction will put in the water and sewer line. The culverts have been delivered for the six houses that will eventually be built. There has been a permit pulled for a temp pole to be put in. The first house will be built on the Sabine side of the property.

9. Commissioner Perreault made a motion to amend the ESD lease (allowing the fire department to move out of the building before the lease is up). Commissioner Supak seconded the motion.

10. Council reviewed the three bids that were received for the new roof. Commissioner Perreault made a motion to go with 3rd Coast Home and Commercial Services for the amount of \$65,000.00 for the new roof. Commissioner Supak seconded the motion. Motion passed unanimously.

11. Commissioner Perreault made a motion to write a letter to Fort Bend County authorizing the city to request funds for the 2020 Community Development Block Grant. Commissioner Supak seconded the motion. Motion passed unanimously.

12. Commissioner Supak made a motion to write a letter to Fort Bend County authorizing Wanda Andel (city administrator) as the point of contact for the 2020 Community Development Block Grant. Commissioner Perreault seconded the motion. Motion passed unanimously.

13. The progress on the pavilion is good. The only problem that we are having is the fact that Texas Parks and Wildlife has not reimbursed us any funds yet.

14. Commissioner Perreault made a motion to pay EZTask a one-time fee \$2,000.00 for an upgrade that is needed for the city website. Commissioner Supak seconded the motion. Motion passed unanimously.

15. Commissioner Supak made a motion to keep the current local tax exemption which is \$25,000.00 for anyone over 65 years of age. Commissioner Perreault seconded the motion. Motion passed unanimously.

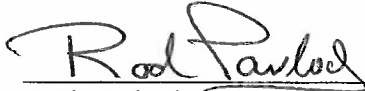
16. No action taken on the budget.

17. Commissioner Supak made a motion to approve the financial statements. Commissioner Perreault seconded the motion. Motion passed unanimously.

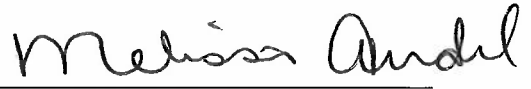
18. Commissioner Perreault made a motion to approve the payment of bills and transfers for the month of February transfer of \$236,010.97 from the general fund savings to the general fund checking which includes a transfer made on 2/28/2020 in the amount of \$5,000.00 and \$220,000.00 transferred on 3/3/2020. Commissioner Supak abstained from check numbers 7825. Commissioner Supak seconded the motion. Motion passed unanimously.

19. Announcements: -- next meeting: regular meeting 4/14/2020 at 6:00 p.m.
-- discuss changing the OCC rental form
-- find someone to inspect the water wells
-- discuss letting someone else use the gym

23. Commissioner Supak made a motion to adjourn the meeting at 7:50 p.m. Commissioner Perreault seconded the motion. Motion passed unanimously.



Rod Pavlock, Mayor



Melissa Andel, City Secretary