

**City of East Bernard**  
**Board of Alderman**  
**Minutes of Regular Meeting**  
**17 October 2022**

**Present:**

Marvin R. Holub, Mayor  
David Tomchesson, Alderman Pos 1  
Richard "Richie" Domel., Alderman Pos 2  
Andrew Webster, Alderman Pos 3  
Eric Viktorin, Alderman, Pos 4  
Jonathon A. Szymanski, Alderman, Pos 5  
Audrey Searce, City Secretary

**Absent:**

**CALL TO ORDER**

With a quorum of the Board members present, Mayor Marvin Holub called the meeting to order at 7:00 p.m. on Monday, October 17, 2022, in the Union Room of the Prosperity Bank Building.

**INVOCATION**

Mayor Holub gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Holub led the pledge of allegiance.

**PUBLIC COMMENTS**

- ◆ Ashely McFarland approached the Board of Aldermen to express her concerns on Siesta Street. She asked the Board to consider a speed bump for the road due to speeding vehicles.

**MAYOR'S REPORT**

Mayor Holub reported potholes are repaired, attended the TML Conference, and assisted the maintenance staff in retrieving supplies. Alderman Webster questioned our status with Bureau Veritas. Mayor Holub informed the kickoff meeting was conducted with updates to our building code ordinances requested. Alderman Webster was not in favor of upgrading our building ordinances, citing the hinderance it would place on our citizens. More discussions with Bureau Veritas on this will be had.

**SECRETARY'S REPORT**

Secretary Searce updated the Board of Aldermen on the discussions held at the LCRA Regional Floodplain Meeting regarding the regional flood plan for our area. Information regarding this plan can be found online to review. There will be FEMA finance training on the 24<sup>th</sup> and 25<sup>th</sup> of this month. Lisa Pless began her employment with the City on the 10<sup>th</sup> of October and will be observing Secretary Searce for the remainder of the month and transitioning into her role at full capacity in November with Secretary Searce observing. A meeting with Llarance Turner, Kaluza Inc, was held on October 13<sup>th</sup> to review current subdivision projects and to introduce Secretary Pless. KSA Engineers met with Secretary Searce and Mayor Holub to begin kickoff meetings for our American Rescue Plan Grant Project extending utilities to Industrial Park. Financials were presented and reviewed. There were no comments or concerns by the Board of Aldermen.

**DISCUSS AND CONSIDER FOR APPROVAL THE MINUTES OF THE SEPTEMBER 19, 2022 REGULAR MEETING AND SEPTEMBER 28, 2022 SPECIAL MEETING.**

Mayor Holub asked if there were any corrections or concerns about the minutes as read. There was no discussion of the minutes. Alderman Webster made a motion, seconded by Alderman Viktorin to approve the September 19,2022 Regular meeting minutes and September 28,20202 Special meeting minutes as read. The motion carried by unanimous vote.

**DISCUSS AND TAKE ANY APPROPRIATE ACTION ON DRAINAGE STUDY UPDATES AND INDUSTRIAL PARK CULVERT PROJECT.**

Eric Scheibe with Scheibe Consulting was present to present an update regarding our drainage study. Mr. Scheibe has created our topographic map and is currently focusing on the downtown area. He has created a 2-D model, which approximates the velocity of water by average depth, with an assumption of 45% impervious cover. This is all very early assumptions, and they may alter those assumptions after more data is collected. He also discussed with the Aldermen his desire to focus on the ditch off of State Highway 60 to the San Bernard River because of current grant opportunities with the County of Wharton through the CDBG-MIT MOD Fund. Issues with a collapsing culvert on Cabinet Drive were also discussed. The culvert is currently repaired

with a steel plate. After much discussion on costs to engineer the project and how the drainage study could benefit us for this project. No action was taken.

**DISCUSS AND CONSIDER FOR APPROVAL RESOLUTION 2022-003-DESIGNATION OF 2023 REPRESENTATIVE AND ALTERNATE-HOUSTON GALVESTON AREA COUNCIL.**

Secretary Searce presented Resolution 2022-003 designating the City of East Bernard's 2023 Representative and Alternate for HGAC. Alderman Szymanski was nominated by Alderman Tomchesson as the 2023 Representative and Alderman Webster as the Alternate, seconded by Alderman Webster. The motion carried by unanimous vote.

**DISCUSS AND CONSIDER FOR APPROVAL ORDINANCE 2022-007-REGULATION OF FIREWORKS.**

Secretary Searce presented Ordinance 2022-007-Regulation of Fireworks to the Board of Aldermen. This ordinance is a unique ordinance to the City of East Bernard. It includes all previous discussions from previous meetings, allowing fireworks, but limiting the time of use, and regulating the types of fireworks permitted. It also bans fireworks during burn bans. Alderman Viktorin suggested the addition of requiring citizens to clean up debris within 24 hours. Alderman Szymanski made a motion to table agenda item to November, allowing the Board of Aldermen more time to review the ordinance, seconded by Alderman Viktorin. The motion carried by unanimous vote.

**DISCUSS AND CONSIDER FOR APPROVAL AMENDMENT TO THE PERSONNEL POLICY-SECTION 9.01.**

Secretary Searce explained that Section 9.01 of our current personnel policy is out of date and should be considered for amendment. Secretary Searce suggested the wording of this section be amended to read as "Employees may be reimbursed up to the current maximum GSA-Texas travel rate per day for City business requiring overnight stay. In lieu of itemized receipts for meals, a per diem allowance will be issued. For City business not requiring overnight stay will be reimbursed \$35.00 per day." Alderman Tomchesson made a motion to approve amendment as read, seconded by Alderman Viktorin. The motion carried by unanimous vote.

**DISCUSS AND TAKE ANY APPROPRIATE ACTION ON BIDS TO REPAIR 2002 DODGE RAM 3500.**

Mark Moreno explained to the Board of Alderman that the Dodge Ram 3500 used for road repairs is currently out of service due to a bad injector pump. The bids to repair the truck are over \$2,500, therefore, he is bringing them to the Board for approval. He has submitted two bids, one from Precision Automotive and Destination Ford. Precision Automotive bid \$3,500 with \$500 being a reserved fund for any unforeseen expenses. Destination Ford bid \$2,941 with a rate of \$189/hour for any additional labor needed. After bids were presented and read, Mayor Holub informed the Board that he was able to verify the warranty was still valid on the injector pump, and we would be able to replace without part expenses, making the costs less than \$2,500. No action was taken on the agenda item.

**ADJOURNMENT**

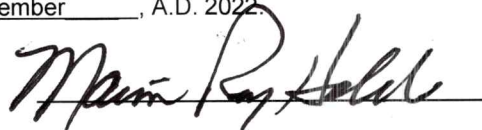
Alderman Tomchesson made a motion, seconded by Alderman Webster to adjourn the Regular session. The motion carried by unanimous vote. The meeting was adjourned at 8:14 p.m.

These minutes are approved on the \_\_\_\_\_ 21st \_\_\_\_\_ day of \_\_\_\_\_ November \_\_\_\_\_, A.D. 2022.

ATTEST:

  
\_\_\_\_\_  
LISA PLESS  
CITY SECRETARY

APPROVED:

  
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MARVIN R. HOLUB  
MAYOR