

**MINUTES
of the
KEENE CITY COUNCIL**

THURSDAY, March 24, 2022

PRESENT: Mayor Gary Heinrich, Mayor Pro-Tem Gwen Beeson, Lisa Parrish, Robert Cooper, Rob Foster, Thomas Gutwa, and Phillip Jackson.

CALL TO ORDER: The meeting was called to order at 6:00 p.m.

Invocation – Councilmember Foster

Pledge of Allegiance & Pledge to the Texas Flag – Council and Public

- 1. Public Comments: None**
- 2. Mayor Comments: None**
- 3. Consideration of City Council Minutes dated March 10, 2022.**
 - **Councilmember Cooper made a motion to approve the City Council Minutes dated March 10, 2022. Councilmember Foster seconded the motion.**
 - **Motion Carried (6-0-0)**
- 4. Keene Police Department 2021 Annual Report Presentation**
 - **Chief Hunt presented the Keene Police Department 2021 Annual Report.**
- 5. Discussion and take possible action on appointing or reappointing (2) Planning & Zoning board members for a two-year term ending in March 2024.**
 - **City Manager Parker explained the charter regulations and board regulations regarding the application process for the Planning & Zoning members.**
 - **Mayor Heinrich advised that Royce Spalding was recommended to be appointed back to the board.**
 - **Councilmember Beeson made a motion to reappoint Royce Spalding for a two-year term to expire March 2024 to the Planning and Zoning board. Councilmember Foster seconded the motion.**
 - **Motion Carried (6-0-0)**
 - **Mayor Heinrich advised that Gilbert Perez was recommended to be moved from alternate to full.**
 - **Councilmember Cooper made a motion to appoint Gilbert Perez for a two-year term to expire March 2024 to the Planning and Zoning board. Councilmember Foster seconded the motion.**
 - **Motion Carried (6-0-0)**
 - **Mayor Heinrich advised that Daniel Alsup was recommended to be voted as alternate for a one (1) year term.**

- **Councilmember Jackson asked if the recommendation of voting the alternate was possible since it was not on the agenda. Mr. Parker advised that the motion is able to be voted on and recommended that the council proceed with the motion. Mayor Heinrich advised that the council can make a motion to either approve, deny, or table the appointment.**
- **Councilmember Jackson made a motion to table the appointment of an alternate to the P&Z commission to the next council session. Councilmember Gutwa seconded the motion.**
 - **Motion Carried (5-1-0, Beeson against)**

6. Department Reports:

- **Public Works – Director of Public Works Don Martin presented the report.**
 - **Don Martin answered some questions about the process of Well #7 and the possible ways of repairing the facility.**
 - **Councilmember Gutwa asked if there were any processes for preventative maintenance on wells.**
 - **Mr. Parker and Mayor Heinrich spoke on the types of preventative processes that the city could take a look at.**
 - **Councilmember Gutwa asked about the quality of the vendors and if the city was taking the proper steps for checking vendor quality of work.**
 - **Mr. Parker and Don Martin explained the steps our city has to take when choosing vendors when the project goes out for bid due to the cost of the project.**
- **Finance Department – Director of Finance Charles Williams presented the report.**
 - **Councilmember Foster asked about whether the fines in the court department were going to be written off.**
 - **Charles Williams explained the process of the collection agency process and recommendations on how the revenue can be collected.**
- **Fire Department – Chief Dan Warner presented the report.**
 - **Councilmember Foster asked about the response time.**
 - **Chief Warner responded with the current response times.**

7. City Manager Comments:

- **Mr. Parker presented a summary of current activities.**
 - **Coffee with the admin**
 - **Update on the sidewalk process**
 - **Update that the City of Keene was awarded the TxCDBG grant**
 - **Update on the Capital Improvement Plan**
 - **Bulk trash pickup coming soon**
- **Mayor Heinrich provided the council with the update on the City Secretary position.**
- **Councilmember Gutwa asked about the requirement of the sidewalk project.**
- **Mr. Parker explained the process and procedures on the regulations regarding the project.**

8. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into a closed, Executive Session in accordance with the following authority:

| | | |
|---|-----------------------------------|---------------------------------------|
| 551.071 (consultation with the attorney) | 551.072 (real property) | 551.073 (prospective gifts) |
| 551.074 (personnel matters) | 551.076 (security matters) | 551.087 (economic development) |

Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop and/or Special Session, or at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting.

- **551.074 (Personnel Matters) – Development Services and Public Works Department**
- **Council went into executive session at 7:32 p.m.**

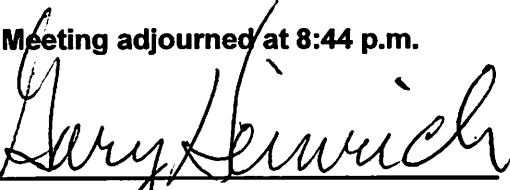
9. Reconvene into Open Session for possible action resulting from any item posted and discussed in Executive Session.

- **Council returned from executive session at 8:42 p.m.**
- **No action taken.**

10. Discussion and requests for future items on the agenda.

- **Councilmember Parrish asked about the population signs and wanted to see them updated with the current population number.**

11. Meeting adjourned at 8:44 p.m.

By: 
Gary Heinrich, Mayor

Attest: 
Natanael Drambareanu, Interim City Secretary