

MINUTES OF THE POINT BLANK CITY COUNCIL

June 9, 2025

The Point Blank City Council met in regular session on Monday, June 9, 2025, at the Point Blank Civic Center in Point Blank, Texas.

COUNCIL MEMBERS PRESENT: Mel Basham, Mayor Pro-Tem
Mike Pagel
Matt Smith
Jim Woods
Gary Wulf

COUNCIL MEMBERS ABSENT: Mark Wood (partial – phone in)

OTHERS: Levina Wulf
Kelly Hoot

CONVENED

Kelly Hoot, City Manager, called the meeting to order at 6:31 p.m. A quorum was present, and the meeting was called to order.

READING OF SECTION 42.05 OF THE PENAL CODE, DISRUPTION OF A MEETING OR PROCESSION

Reading of Section 42.05 was not read.

PUBLIC COMMENTS

There were no comments from the public.

MINUTES

Ms. Hoot said the minutes of the May 12th meeting needed Council approval. She asked for a motion to approve the minutes as presented.

Mr. Smith made a motion to approve the May 12, 2025, minutes.

Mr. Pagel seconded the motion which passed (3 ayes, 0 nays).

Ms. Basham arrived.

SWEARING IN OF NEWLY ELECTED ALDERMEN

Ms. Hoot swore in Ms. Basham for another term as Alderman, Place #4. Ms. Basham took over presiding over the meeting.

CONSIDERATION, DISCUSSION AND POSSIBLE VOTE ON STREET REPAIRS

Mr. Wulf talked about the letter that he sent to the POA's asking them for their help in identifying streets that need to be repaired. Mr. Wulf also discussed a draft document that he has prepared regarding minor road repair procedures.

Mr. Wulf revamped the work order form for road work and made one that is specifically for the city to use when requesting road work by the county. Work orders will be submitted monthly and at the end of the month Mr. Wulf said he will contact the county for updates on the repairs.

Mr. Wulf said he feels it would be very helpful if the POA's could encourage the residents not to use the big tandem axle dump truck services.

He informed the Council that several of the workers at the Precinct 4 building said there were subdivisions on 980 that had quit using those garbage services and they have seen a huge improvement in the roads in the subdivisions.

Mr. Smith discussed having dumpsters in one area of the subdivision for property owners to use and have the trash service pick up from there. The Council discussed issues with raccoons, rats and other animals getting into the dumpsters and causing problems.

Ms. Basham suggested that the POA's distribute information about the cost of the county dump permit. Maybe that would help get residents to switch to the county dump sticker instead of the commercial trash services with the heavy trucks.

Mr. Wulf advised the Council that he will be working on procedures for major road repair procedures. He indicated there are nine major road considerations.

Mr. Wulf said that he and Mr. Pagel met with Commissioner Nettuno and Mayor Wood about the North Woods – White Oak Trial issue. Precinct 4 dug up the road and put in stabilized road base. There were places that they had to dig down 18 inches to get to iron ore. The cost could be up to \$20,000 which is more than he had wanted the city to spend but hopefully it will take care of the problem on White Oak.

Mr. Wulf said there is an area in Forest Cove, Section 2 right past the entrance where the street has gatored for about 200 feet and he and Mr. Smith would like to put sealer on it to see if it will stabilize the road.

Mr. Smith said he would like for it to be put on with a squeegee instead of spraying it on to see if it gets down into the cracks better and increases the life of the street.

Mr. Wulf recommended buying five gallon buckets of the sealer and have the county put it on the road with the squeegee.

Mr. Smith made a motion to investigate with the County a new technique to extend the life of a road that has gatored and spend up to \$2000 to do a test on the street right past the entrance to Forest Cove Section 2.

Mr. Wulf seconded the motion which carried (5 ayes, 0 nays).

UPDATE ON CIVIC CENTER SEPTIC SYSTEM

Ms. Hoot said the city had received two bids on the revised design for the septic system.

Mr. Smith discussed the bids and recommended the Council accept the bid from Heath Parker Plumbing for \$9,000.

Mr. Wulf made a motion to accept the bid from Heath Parker Plumbing, to redo the septic system. Mr. Parker was the low bidder.

Mr. Smith seconded the motion which carried (5 ayes, 0 nays).

CONSIDERATION, DISCUSSION AND POSSIBLE VOTE TO ADOPT A RESOLUTION TO DESIGNATE AUTHORIZED SIGNATORIES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION PROGRAM (CDBG-MIT) PROGRAM FOR GLO STATE CONTRACT NUMBER 24-065-161-F074

Ms. Basham called the Council's attention to the resolution to designate authorized signatories for the Community Development Block Grant – Mitigation Program (CDBG-MIT) Program for GLO State Contract number 24-065-161-F074.

Ms. Hoot said copies of the resolutions were distributed with the agenda and other supporting documents.

Ms. Basham read the resolution and asked for a motion to approve the resolution.

Mr. Wulf made a motion to Adopt the Resolution to Designate Authorized Signatories for the Community Development Block Grant – Mitigation Program (CDBG-MIT) Program for GLO State Contract Number 24-065-161-F074 as presented.

Mr. Smith seconded the motion which carried (5 ayes, 0 nays).

**CONSIDERATION, DISCUSSION AND POSSIBLE VOTE TO ADOPT A
RESOLUTION REGARDING CIVIL RIGHTS WHICH INCLUDES THE FOLLOWING
POLICIES:**

- Citizen Participation Plan and Grievance Procedures;
- Section 3 Policy;
- Excessive Force Policy;
- Limited English Proficiency (LEP) Standards Plan;
- Section 504 Policy and Grievance Procedures;
- Code of Conduct Policy;
- Fair Housing Policy

Ms. Basham asked the Council for a motion to adopt the resolution regarding Civil Rights which included the above policies.

Mr. Smith made a motion to adopt the resolution regarding civil rights and the policies listed.

Mr. Wulf seconded the motion which carried (5 ayes, 0 nays).

**CONSIDERATION, DISCUSSION AND POSSIBLE VOTE ON PROCLAIMING APRIL
AS FAIR HOUSING MONTH**

Ms. Basham asked the Council for a motion to proclaim April as Fair Housing Month.

Mr. Pagel made a motion to proclaim April as Fair Housing Month.

Mr. Wood seconded the motion which carried (5 ayes, 0 nays).

**CONSIDERATION, DISCUSSION AND POSSIBLE VOTE TO APPROVE
RESOLUTION FOR BANKING AUTHORITY AT FIRST STATE BANK OF
LIVINGSTON AND FIRST NATIONAL BANK OF LIVINGSTON**

Ms. Hoot commented that Mayor Wood had written these two banking resolutions so each Council member could sign on the checking and savings accounts.

Mayor Pro-Tem Basham asked the Council for a motion to approve the banking resolutions.

Mr. Wood made a motion to approve the banking resolutions.

Mr. Pagel seconded the motion which carried (5 ayes, 0 nays).

UPDATE ON MAYOR SELECTION PROCESS

There have been no applicants for mayor.

Mr. Wulf asked to keep this item on the agenda for next month.

The Council asked Ms. Hoot to contact the Texas Municipal League and ask them if the city can conduct business with an acting mayor or how do they continue to operate if no one wants to be mayor for a two year term. The city needs to know what options we have.

LEDGER REPORTS

Mayor Pro-Tem Basham reviewed the ledger reports.

The balances are:

First State Bank Checking Account	\$259,834.32
First State Bank Grant Account	\$2,875.02
Petty Cash	\$13.60
First National Bank Savings Account	\$138,454.98

Ms. Hoot commented that \$447.00 was spent to repair the ice machine. The main problem was the ice machine was filthy and needed to be cleaned.

Ms. Basham asked Ms. Hoot to contact the repair company and see if they could set up to clean the ice machine on an annual basis.

Mr. Wulf asked how often Shirley Kain cleaned the building. Ms. Hoot responded that she cleans the building once per month.

Sales tax for the month was \$9,954.54

Mayor Wood said the city is \$4,951.62 ahead of where we were last year in sales tax revenue.

UPDATE ON FEMA FLOOD, FEMA HURRICANE AND FEMA MITIGATION

The MIT-MOD grant contract was received today. Mayor Wood asked the council for a motion for him to sign the contract.

Mr. Smith made a motion for the mayor to sign the MIT-MOD contract.

Mr. Pagel seconded the motion which carried (3 ayes, 0 nays).

Ms. Hoot informed the Council that the Secretary of State's Office said Mayor Wood would continue to serve as mayor until the Council appoints someone to replace him.

UPDATE ON GRANTS AND HAZARD MITIGATION – SAM HOUSTON LOOP

Mayor Wood said if we let this culvert go into hurricane season it could be very bad. He has talked to the contractor and Commissioner Nettuno. He has a commitment from FEMA of \$18,000

minimum. He requested an amendment to it because that is not enough money to do what needs to be done on the culvert.

Mayor Wood said it needs to be sealed and a cage needs to be placed around the opening of the culvert so debris isn't able to get into the culvert and stop it up. Three homes were flooded out when this happened before and if happens again, the city will probably be involved in a lawsuit.

Mayor Wood told the contractor that we need to go ahead and fix the problem and the cost will be approximately \$30,000 with at least \$18,000 being reimbursed from FEMA. Mayor Wood said FEMA is reviewing his request to increase their portion to the amount of the contract but has been told that it could be three to six months before we know their decision.

Funding will need to come out of the city's reserve funds or it needs to be shut down completely.

Ms. Basham commented that is the reason we have protected the reserve funds for situations that are unplanned and needed badly. If it needs to be taken care of that is what the reserve is for.

Fundamentally the culvert is alright. The entrance wall to the culvert has deteriorated. He wants to put some sort of material that will stop the erosion, riprap needs to be put on both the entrance and exit of the culvert and a steel cage needs to be put around the entrance to the culvert to stop the debris from blocking the culvert.

Mayor Wood feels we will get 80 percent of the funds. It is just going to take time but we need to fix problem fixed.

Mr. Wulf asked if the city has to pay 25 percent of the project.

Mayor Wood responded that everything with FEMA is 25 percent.

Mayor Wood said the contractor was supposed to put the steel plates over the culvert on Spring Road today but he has not heard from them.

Mr. Pagel will go by and see if the plates were put in place today.

Mayor Wood said the city bought the steel plates and the money will be put into the grant to see if the city can recover the cost of the plates but if we can't Commissioner Nettuno will buy the plates from us because he has the same sort of problems all over the county.

Mr. Pagel made a motion to spend the funds needed on the FEMA project on Sam Houston Loop.

Mr. Smith seconded the motion which carried (5 ayes, 0 nays).

MAYOR'S REPORT

There was no mayor's report.

COMMENTS FROM ALDERMEN

There were no comments from the aldermen.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Mayor Pro-Tem said if there were no additional comments, he would like to ask for a motion to adjourn.

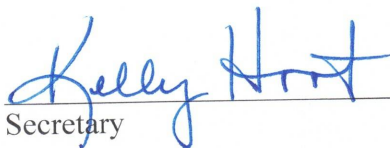
Mr. Smith made a motion to adjourn the meeting.

Mr. Pagel seconded the motion which passed (5 ayes, 0 nays).

The meeting adjourned at 7:45 p.m.



Mayor



Secretary