



## City of West Orange

City Hall  
2700 Western Avenue  
West Orange, TX 77630

### City Council Regular Session Meeting Minutes

Monday, June 10, 2024

5:00 p.m.

Council Chamber

#### COUNCIL MEMBERS PRESENT:

Mayor Randy Branch  
Meritta Kennedy

Jay Odom

Brent Dearing

#### COUNCIL MEMBER ABSENT:

Michael Shugart, Sr.

Lanie Brown

#### APPOINTED OFFICIALS PRESENT:

Theresa Van Meter  
Christopher Leavins

Jon Sherwin  
Simmie Gibson

Mike Stelly

#### OTHERS PRESENT:

Robby Campbell  
Leslie McKnight  
Monica Ashworth  
Charlotte Cobb  
Tremaine Wilson

Jane Branch  
Israel Carrillo  
David Vaughn  
Matthew Bryant

Karl Vanderstucken  
Robert Ashworth  
Charles Cobb  
Jane Branch

#### Call to Order

Mayor Branch called the meeting to order at 5:00 p.m. Mr. Leavins gave the invocation. The mayor then led in the Pledges of Allegiance to both the United States and Texas flags.

#### Consent Agenda

**Discussion and Possible Action on approval of the minutes of the May 7, 2024 Council Meeting** – These minutes were unanimously approved by vote after a motion was made by Mayor Pro-Tem Kennedy, with a second by Council Member Odom.

#### Staff Reports

##### Public Works – Jon Sherwin

Mr. Sherwin reported the following activities for the month of May, 2024:

- **Construction Projects**
  - Waste Water Treatment Plant contract has been awarded; Notice to Proceed (NTP) June 17, 2024
  - City Hall Generator Project – Waiting on CenterPoint Energy to install meter (scheduled for June 10, 2024)
  - Drainage improvement project – on-schedule and near completion of pipe installation
  - Acquisition grant – complete
  - Pipe-bursting project going on throughout city with many manholes being replaced or added
  - 100 fire hydrants being replaced; 10 more being added
- **Building Official**
  - 12 permits issued (0 new construction)
  - 19 permits completed
  - 5 properties set for demolition
    - 1319 E. Milam
    - 2836 Bonham
    - 914 Lansing
    - 2120 Crockett
    - 218 Katherine
- **Sanitation**
  - 19 loads of green waste collected (\$2,850)
  - 1 (3.5 tons) loads of C & D to landfill

- **Animal Control**
  - 68 calls
  - 19 intakes
  - 1 claimed/9 adopted/9 rescued
  - 2 court filings
- **Street**
  - 1,400 LF of ditches cleaned/regraded
  - Patching potholes
  - Trimming around signs & bridges
- **Parks**
  - Litter pickup continues
  - Mowing continues
- **Shop**
  - 3 full-services performed
  - Normal repairs of city assets
  - Monthly 30-for-30 – All police and fire vehicles in good working condition
  - Mowing ditches

#### **Police Department – Mike Stelly**

Chief Stelly gave the following statistics for the month of May, 2024:

- Traffic contacts: 219
- Crashes reported: 8
- Arrests: 38
- Reports: 48
- Calls for service: 554
- Miles driven: 12,530

#### **Code Enforcement**

Violations Investigated: 110

Violations filed w/Court: 14

#### **Volunteer Fire Department – Simmie Gibson**

Asst. Fire Chief Gibson reported the following activity for the department during the month of May, 2024:

- Structure Fires: 2
- Gas Leak: 1
- Grass Fires: 1
- Medical Assist Calls: 10
- Good Intent Calls: 1
- False Alarms: 1
- System Detector Malfunction: 1
- Unintentional System Detection: 1
- Dispatched/Cancelled Enroute: 4

### **Regular Session**

**Discussion and Possible Action on retaining Officer Israel Carrillo as a full-time police office with the City of West Orange effective July 2, 2024** – A motion to retain Officer Israel Carrillo as a full-time police office with the City of West Orange effective July 2, 2024 was made by Council Member Odom, followed by a second from Mayor Pro-Tem Kennedy. With a unanimous vote being cast, the motion carried.

**Discussion and Possible Action on a request from Mr. Karl Vanderstucken for a variance to Ordinance No. 356 pertaining to placement of a commercial sign** – Council Member Odom made a motion to approve Mr. Vanderstucken's variance request. Mayor Pro-Tem Kennedy seconded the motion to allow for discussion. Mr. Vanderstucken then addressed Council, stating that the sign is on his property, it is more than ten (10) feet away from any other residential property and it poses no safety hazard for the intersection of Dayton and Crabtree Streets. He added that he keeps the property clean. Council Member Odom apologized, stating that he understood the sign in question to be a different one on Dayton Street. Once the correct location of Mr. Vanderstucken's sign was understood, Council Member Odom amended his motion, as did Mayor Pro-Tem Kennedy her second, to deny the request from Mr. Karl Vanderstucken for a variance to Ordinance No. 356 pertaining to placement of a commercial sign. There were no objections from Council to the amendment. Mr. Vanderstucken asked if he put a business on the property if he could have the sign. Mayor Pro-Tem Kennedy responded that the sign would have to pertain to the business. With there being no additional discussion,

Mayor Branch called for a vote. The motion to deny the request for a variance passed unanimously.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro-Tem to sign Amendment No. 1 to the contract between the City of West Orange and Leavins Engineering & Design, LLC pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Imelda grant Contract No. 24-067-015-E202** - A motion was made by Council Member Odom to authorize the Mayor or Mayor Pro-Tem to sign Amendment No. 1 to the contract between the City of West Orange and Leavins Engineering & Design, LLC pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Imelda grant Contract No. 24-067-015-E202. This motion received a second from Council Member Dearing. A vote was cast; motion carried.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro-Tem to sign Amendment No. 1 to the contract between the City of West Orange and Leavins Engineering & Design, LLC pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Imelda grant Contract No. 24-067-045-E233** – A motion was made by Council Member Odom to authorize the Mayor or Mayor Pro-Tem to sign Amendment No. 1 to the contract between the City of West Orange and Leavins Engineering & Design, LLC pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Imelda grant Contract No. 24-067-045-E233. A second was made by Council Member Dearing. A vote was cast; motion carried.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro Tem to sign Amendment No. 1 to the contract between the City of West Orange and Schaumburg & Polk, Inc. pertaining to the City's Community Development Block Grant – Mitigation (CDBG-MIT) grant Contract No. 22-085-067-D324** - Council Member Odom made a motion to authorize the Mayor or Mayor Pro Tem to sign Amendment No. 1 to the contract between the City of West Orange and Schaumburg & Polk, Inc. pertaining to the City's Community Development Block Grant – Mitigation (CDBG-MIT) grant Contract No. 22-085-067-D324. This motion received a second from Council Member Dearing. Mayor Branch called for a vote, which passed unanimously.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro-Tem to sign Amendment No. 2 to the contract between the City of West Orange and Traylor & Associates Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Buyout/Acquisition Program grant Contract No. 20-066-029-C223** – A motion to authorize the Mayor or Mayor Pro-Tem to sign Amendment No. 2 to the contract between the City of West Orange and Traylor & Associates Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Buyout/Acquisition Program grant Contract No. 20-066-029-C223 was made by Council Member Odom, followed by a second from Council Member Dearing. A vote was cast, with the motion passing unanimously.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro-Tem to sign Amendment No. 1 to the contract between the City of West Orange and Traylor & Associates Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Harvey Infrastructure grant Contract No. 20-065-119-C390** - Council Member Odom made a motion that the Mayor or Mayor Pro-Tem be authorized to sign Amendment No. 1 to the contract between the City of West Orange and Traylor & Associates Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Harvey Infrastructure grant Contract No. 20-065-119-C390. This motion received a second from Council Member Dearing. The mayor called for a vote, with the motion passing unanimously.

**Discussion and Possible Action on authorizing the Mayor or Mayor Pro Tem to sign Amendment No. 1 to the contract between the City of West Orange and Schaumburg & Polk, Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Harvey Infrastructure grant Contract No. 20-065-119-C390** - Council Member Odom made a motion to authorize the Mayor or Mayor Pro Tem to sign Amendment No. 1 to the contract between the City of West Orange and Schaumburg & Polk, Inc. pertaining to the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Harvey Infrastructure grant Contract No. 20-065-119-C390. A second to this motion was presented by Council Member Dearing. A vote by Council was then cast, with the motion passing unanimously.

**Discussion and Possible Action on selection of contractor to carry out demolition project** – Mayor Pro-Tem Kennedy made a motion to award the demolition project contractor work to

C&C Works, Inc. for the contracted amount of \$14,027. Council Member Dearing seconded her motion. There was no discussion on the motion, therefore the mayor called for a vote, with the motion passing unanimously.

**Discussion and Possible Action on renewing employees' health, vision and dental insurance through Texas Health Benefits Pool for the 2024-25 fiscal year** - Mayor Pro-Tem Kennedy made a motion that the city renew employees' health, vision and dental insurance through Texas Health Benefits Pool for the 2024-25 fiscal year. Council Member Odom seconded this motion. With there being no discussion on the motion, therefore the mayor called for a vote, with the motion passing unanimously.

**Discussion and Possible Action on acceptance of committee recommendations for revisions to the City's Employee Policy (effective 10.01.2024)** - Council Member Odom moved that the committee recommendation for revisions to the City's Employee Policy (effective 10.01.2024) be accepted as submitted. Mayor Pro-Tem Kennedy seconded his motion. Council Member Odom asked who made up the committee. Chief Stelly replied, "the department heads." With there being no further discussion, Mayor Branch called for a vote, with the motion passing unanimously.

**Discussion and Possible Action on approval of the 2024-2026 Articles of Agreement between the City of West Orange and the West Orange Municipal Police Association, Inc. (effective 10.01.2024)** - Council Member Dearing made a motion that 2024-2026 Articles of Agreement between the City of West Orange and the West Orange Municipal Police Association, Inc. (effective 10.01.2024) be approved as presented. Mayor Pro-Tem Kennedy seconded his motion.

Mr. Campbell addressed Council, explaining that he was once a police officer in West Orange, before moving to Beaumont, where he retired. He stated that he now has a full-time position with the Texas Municipal Police Association, representing the West Orange police officers, as well as officers of many other departments in this area. He expressed his appreciation to everyone involved in putting this new document together. Mayor Branch extended his appreciation to all of the officers who were in attendance.

With there being no further discussion, Mayor Branch called for a vote. The 2024-2026 Articles of Agreement between the City of West Orange and the West Orange Municipal Police Association, Inc. (effective 10.01.2024) were unanimously approved.

### Announcements

Mayor Branch then made note of the following:

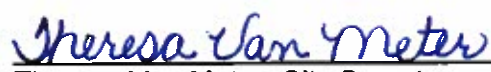
- All non-emergency departments of the City will be closed in observance of Independence Day on Thursday, July 4, 2024
- Next Council Meeting: Monday, July 8, 2024; 5:00 p.m.

### Adjournment

With there being no further business before Council, Mayor Branch adjourned the meeting at 5:28 p.m.

  
 Randy Branch, Mayor

ATTEST:

  
 Theresa Van Meter, City Secretary

