

**BOARD OF MAYOR AND ALDERMEN**  
**February 27, 2023**

The regular meeting of the Board of Mayor and Aldermen was held on Monday, February 27, 2023 at 6 pm in the Council Chambers at City Hall.

Mayor Mike Palazzolo was present and presiding.

The following aldermen were present: Scott Sanders, Mary Anne Gibson, Sherrie Hicks, Brian Ueleke and Jon McCreery. Staff present: Michele Betty, Richard Hall, Jason Huisman, Mac McCarroll, Lisa Piefer, Sheila Pounder and Andy Sanders.

**Call to Order**

The Mayor called the meeting to order.

**Invocation**

The invocation was led by Andy Sanders.

**Pledge of Allegiance**

Alderman McCreery led the Pledge of Allegiance.

**Set Agenda**

The Board is asked to set the agenda for the meeting. Any changes are to be made at this time.

Motion by Ms. Gibson, seconded by Mr. Sanders, to approve the February 27, 2023 agenda.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

**Approval of Minutes**

Approval is requested of the minutes of the regular meeting held February 13, 2023.

Motion by Mr. Sanders, seconded by Mr. McCreery, to approve the minutes of the regular meeting held February 13, 2023.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

**Citizens to be Heard**

No citizens came forward.

**SPECIAL RECOGNITION**

**Proclamation – Alan Strain Years of Service**

Mayor Palazzolo proclaimed Monday, February 27, 2023 as Alan R. Strain Day to recognize Mr. Strain for his dedication and service to our community and express appreciation for his more than 40 years of distinguished service to the City of Germantown as an Assistant City Attorney. Vice Mayor Gibson read the proclamation into the record.

**Grant – Houston High School Project Graduation**

Alderman Hicks presented a check in the amount of \$5,000.00 to the Houston High School Parent Teacher Student Organization for a grant to support the Project Graduation event planned for the class of 2023. The grant was approved as part of the fiscal year 2023 budget.

**Proclamation – Arbor Day**

Mayor Palazzolo proclaimed Friday, March 3, 2023 as Arbor Day in the City of Germantown. Alderman Sanders read the proclamation into the record.

Mayor Palazzolo recessed the Board of Mayor and Aldermen and reconvened as the Beer Board.

**BEER BOARD – Public Hearing – Temporary Beer Permit – On-premise Application – The Grand Krewe of PTAH**

The City has received a request from The Grand Krewe of PTAH for a temporary permit to sell beer for on-premise consumption at The Great Hall & Conference Center.

Mayor Palazzolo opened the floor for the public hearing. Seeing no one come forward, Mayor Palazzolo closed the public hearing.

Motion by Mr. Sanders, seconded by Ms. Gibson, to approve the request of The Grand Krewe of PTAH for a temporary permit to sell beer for on-premise consumption on Saturday, March 25, 2023, from 6 pm to 11:30 pm at The Great Hall & Conference Center, located at 1900 S. Germantown Road.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

Mayor Palazzolo recessed the Beer Board and reconvened as the Board of Mayor and Aldermen.

**CONSENT AGENDA**

**Authorization – Competitive Sealed Proposals (Automated Meter Reading Deployment, Meter Installations, System Integration and Data Collection)**

On December 13, 2021, the Board approved a professional services contract with SL Serco to develop the specifications and requirements for automation of the City's water meters. Staff and SL Serco are ready to move forward with the vendor selection process in order to contract the purchase and installation. The competitive sealed proposal process is recommended in order to select a qualified vendor with specialized experience in this field.

MOTION: To authorize the use of the competitive sealed proposal process to select a qualified vendor to replace the City's existing water meters with an automated metering system.

**Development Contract No. 1246 – Rowan Oak PUD Entrance Gates**

Rowan Oak Planned Unit Development (PUD) is located on the south side of Poplar Avenue at the intersection with New Riverdale Rd. The applicant is requesting the addition of gates at Rowan and McClellan Lane, a call box at Rowan Lane, turnarounds and a reconfiguration of the private street entering into the development.

MOTION: To approve Development Contract No. 1246 for new neighborhood entrance gates at Rowan Oak PUD.

**Donation – U.S. Secret Service**

The Germantown Police Department works with local state and Federal partners to combat criminal activity. One of the tools used in investigations is the analysis of electronic devices. Our federal partner in these types of investigations is the Secret Service. The Police Department's computer equipment used to conduct analysis of electronic devices was out of date and the licensing for software upgrades expired. The Secret Service agreed to partner with the Germantown Police Department on the purchase of new hardware and software to be used for these investigations. The Secret Service donated \$12,228.00 to cover related equipment expenses.

MOTION: To recognize the donation from the United States Secret Service in the amount of \$12,228.00, and approve Budget Adjustment No 23-75.

**PEG Disbursement to GMSD – 2<sup>nd</sup> Quarter**

The City receives Public, Education and Government (PEG) funding from Comcast and AT&T based upon the number of subscribers on a quarterly basis. The funds are redirected to the PEG designated station by the City to the Germantown Municipal Television Station. The funds from the second quarter of fiscal year 2023 are from October 1, 2022 through December 31, 2022.

MOTION: To authorize the disbursement of PEG funding collected by the City to the Germantown Municipal School District in the amount of \$30,995.58.

**Purchase – Sports Field Equipment**

This stand-on, zero-turn, dirt infield groomer will be used primarily on baseball fields at Bob Hailey/Riverdale Parks and softball fields at Houston Levee Park. This machine offers numerous and unique attachments allowing the grounds department to laser grade, edge, sod cut, till, top grade, and drag.

MOTION: To approve the purchase of one (1) new 2023 ABI Force Infield Groomer in the amount of \$32,743.00 from Ladd's Golf and Turf, and declare unit 5035 as surplus property.

**Reimbursement – Overtime Police**

The Police Department has an officer assigned to the Federal Bureau of Investigation Joint Safe Streets Task Force, the Drug Enforcement Administration Task Force, the Terrorism Task Force, the Secret Service Task Force and the Alcohol Tobacco and Firearms Project Safe Neighborhoods Task Force. The officer usually works overtime in the performance of his/her duties. These Task Forces reimburse any overtime that the officer receives while carrying out these duties. The Department of Justice reimbursed \$45,287.23 to the Germantown Police Department.

MOTION: To recognize overtime reimbursement from the Federal Department of Justice in the amount of \$45,287.23, and to approve Budget Adjustment No 23-74.

Motion by Ms. Hicks, seconded by Mr. McCreery, to approve the consent agenda.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

There were no items on the Regular Agenda.

Mayor Palazzolo stated, due to an anticipated lack of quorum, the March 13, 2023 regular meeting of the Board of Mayor and Aldermen has been canceled.

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Mike Palazzolo, Mayor

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Michele Betty, City Clerk/Recorder