

## CITY COUNCIL MEETING FEBRUARY 11, 2025

MINUTES OF THE PLUM GROVE CITY COUNCIL REGULAR OPEN MEETING HELD ON THE 11TH DAY OF FEBRUARY, AT THE PLUM GROVE CITY HALL, 9485 PLUM GROVE ROAD, CLEVELAND, TEXAS 77327, IN THE CITY OF PLUM GROVE, COUNTY OF LIBERTY, STATE OF TEXAS AT 7:00 PM.

The Council met in a REGULAR session with the following council members present.

Mary Arrendell-Mayor

Deborah Bell

Froy Ortiz

Danielle Enloe

Diana Chunn

Kevin Lee

\*\*\* CM denotes Council Member\*\*\*

\*\*\*AM denotes Audience Member\*\*\*

1. Call Meeting to Order at 7:00 P.M.
2. Roll Call

**Present-**

Mary Arrendell-Mayor

Deborah Bell-CP1

Froy Ortiz-CP2

Kevin Lee-Mayor Pro Tem

Melissa Pouncey-Secretary

Frank Longoria-Police Chief

Jillian Frazier-Court Administrator

**Absent-**

Danielle Enloe-CP3

Diana Chunn-CP4

3. Pledge of Allegiance lead by Mayor Mary Arrendell
4. Invocation lead by Mildred Sowell
5. Public Comments-

**Mildred Sowell**-Insurance, for the employees, I still think that is not a good idea for us to tackle. Next thing is animal control office. What will the expenses be for this? I see it says volunteer, or a reserve isn't that like a free renter? It would still be an expense a few that I could think of truck, trailer, cages, pens, auto insurance, containment poles, separation devices when you are trying to get two animals fighting separated, holding pens after you have the animal into the truck or trailer, where are you going to keep them after that, regarding the time that they have to be kept, who

will properly fed and water them. **Mayor Arrendell**-A lot of those questions will be answered in your discussion tonight and you can probably speak with him afterwards.

**Mildred Sowell**- Next thing is this going to be a contract position and I'd like to see it designated as a non-employee position where that person is responsible for their general liability insurance in case of any negligence and damage to the animal, damage to them or damage to the property. I think that is all. That is, it.

**Nicole Rose**- I was just going to talk about the sand pit they are leaving one big sloppy mud on the road. No matter how I try to turn onto my road I'm slipping. I now have to replace my windshield thanks to them losing material since last month. It is shattered in two spots. So, they are not doing what they should be doing, they are not keeping the roads clean enough. It's affecting us already and it's been two months.

6. Receive reports, discuss, and provide input on reports from:
  - a. the Plum Grove Police Department Report- worked 8 cases last month including 3 motor vehicle accidents, and emergency retention order, stolen vehicle recovery. Wrote 112 citations and 29 warnings, Tahoe is back in service so 2 vehicles are in service.
  - b. the Plum Grove Fire Department Report not received. The fire department is not present. **Court Administrator Frazier**- They were working a wreck when I left. I only asked to please keep up on the public page we are still doing the challenge coins for Sunny.
  - c. the Plum Grove Municipal Court-Court report attached.
7. Motion to approve following minutes January 14, 2025, made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed
8. Motion to approve January 2025 financial report made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

**Discussion**- **CM Ortiz**-about the cameras? **Mayor Arrendell**- About what? **Court administration Frazier**- My report. **CM Ortiz**-They are not accessed? **Mayor Arrendell**- They aren't accessed. **CM Ortiz**- Yes. **Mayor Arrendell**- That is due to James not being here and we are working with his time frame. **Secretary. Pouncey**-yes, he is working for almost free. **CM Ortiz**- Oh okay. **Court administrator Frazier**- He already has this built into the system and everything he just needs you to say put it on my computer. **Mayor Arrendell**- James has not told me that. I did not know that. **Court administration Frazier**- He has set it up for me and you to put it on whatever device that you it on. **Secretary Pouncey**- Why hasn't he mentioned that. **Mayor Arrendell**- He hasn't even told me that. I guess there is a lack of communication between James and I. **Secretary Pouncey**- He is supposed to install more cameras too that Diana had purchased. **CM Ortiz**- Oh okay cool **Mayor Arrendell**- I will give him a call tomorrow. **CM Ortiz**-The cameras will be working. **Secretary**

**Pouncey**- The cameras here work they are on the screen in the office.  
**Court administration Frazier**- all the cameras work just me, and Mary now have access on our computers. They are all up and working.

**CM Lee**- I have a question why is the sergeant making more than the chief? **Secretary Pouncey**- It is the way the hours fall they are paid hourly. Some weeks they work more hours. **Court administrator Frazier**- It also has to do with the 28-day cycle depending on how many hours there are in that cycle. Some of them choose to be paid out for the overtime hours and some choose to bank it into comp time. **CM Lee**- ok

9. Motion to approve Insurance for employees made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

**Discussion- Secretary Pouncey**- I gathered all the information off of QuickBooks. I have a number that we can call to ask all the questions. If they plan on having a baby, they must choose the silver plan to begin with. You cannot get pregnant and then want to switch to the silver plan. They all have to go with one company. The prices are employee, employee plus spouse, employee plus child. They all can choose a different plan, like Frank can choose bronze, Dodson can chose silver and Monica could chose the health plus plan. **Mayor Arrendell**- Let me say something real quick, they are paying for this. The employees are paying for this.

**Secretary Pouncey**- Since this is through QuickBooks they will take this out of each employee's check. **Mayor Arrendell**- and this is cheaper than what we were quoted. **Secretary Pouncey**- Yes, the prices are \$324.00,

\$356.00, \$492.00, and \$579.00 a month. So, there are four different plans that they can choose from. We do have to go with the MEC/MVP because they are paying for the insurance. So basically you are just saying this sounds good, lets approve it so they can get insurance and they are paying for it. **CM Ortiz**- Are they ok with this? **Mayor Arrendell**- The officers have had time to look over it. **Secretary Pouncey**- Yes, I have given this to Palacios and emailed this paper to Frank. **CM Ortiz**- What was their response to it. **Secretary Pouncey**- Palacios was very happy with it.

10. Motion to move forward with speaking with attorney to get more information for an Animal Control Officer volunteer/reserve made by CM Lee, 2<sup>nd</sup> by CM Bell, passed unopposed.

**Discussion- Mayor Arrendell**- Mr. Gibson is here would you like to come up and address the council. **Shawn Gibson**- Yes, I can start by addressing the questions that she had. **Mayor Arrendell**- Yes, that is a good start. **Shawn Gibson**- Your first question I think was to talk about employed or not. So, the thing is to be able to exercise within the laws

that are for Texas for a municipal or for a county. We kind of have to be under the city. A reserve is what I would be and not accepting a paycheck. The second thing would be you said something about a truck and insurance and all that. So, I have a truck, and I have commercial insurance. I carry around 7 million dollar's worth of insurance. I would have the city added to it most likely the county as well which the county is already on mine, I will have to add the city. The trailer for livestock in the city and so forth. Once this is approved, I will write a check to the DMV farm and ranch to purchase a trailer. My horse and stock trailer are too big for these roads. A facility that was the other thing once this is approved, I am going to write a check to another company that manufactures them. This seems like a lot but there are grants so there are grant programs. Kind of like scholarships for colleges they would do that. I would pay fifty percent for some things. I would write the check, but I will turn around and give it to the city. It will be in the city's books, that is their equipment not mine. **Mildred Sowell**- So at the city's expense. **Shawn Gibson**- No, no, no, those are my expenses I will give to the city as a donation. I am 100 percent donating. So, I am doing this for one there is a problem not only in Plum Grove, but in Liberty County and Texas. There are animals running the roads and not only that some of the animals have rabies and are just dangerous. Cattle on the road, horses on the road, the cruelty cases are extravagant. That is not just here that is county wide problem and nationwide. I am a big farm animal person. I raise cattle and horses. I am pointing this back to the community no I don't live here I live in Tarkington but I am in Liberty County. That is why I want to do this. I have the time to do this and the resources. That is why I want to start with a small community first who wants to grow and wants to help. They want to start something good. As far as any funds from the city I will not ask for a dime. **Mildred Sowell**- Do you have the property for the holding of the animals. **Shawn Gibson**- So I do, and I am willing to purchase more land in this area. Maybe near the new sheriff's department. I have thirty acres I can use then another 100 plus acres that can be used. **Mildred Sowell**- Is this something that you have done in the past? **Shawn Gibson**- I have dealt with the county but no. **Mildred Sowell**- ok so do you have some guidance on, so we are not leaving the city liable for the number of days that your supposed to follow. **Shawn Gibson**- No I will follow the rules I will follow what the state law requires and allows. **Mildred Sowell**- That was what I am asking is there is some guidance on the laws. **Shawn Gibson**- I am certified I am actually fully certified. I can give you a copy of the state laws if you'd like. I have some in my truck. **Mayor**



**Arrendell**- Ok so we are going to speak with the council now I think Froy would like to ask some questions. **CM Ortiz**- I am trying to figure out how this will work money wise. You want nothing? **Shawn Gibson**- This will be a tax write off for me and my companies. **CM Ortiz**- What kind of animals are we talking about. **Shawn Gibson**- It will be all of them inside the city limits. **CM Ortiz**- Like dogs? **Shawn Gibson**- I will be doing the same thing as the bigger cities like Dayton, Liberty, or Houston. It will be the same as it will hopefully help the city. I am just going to create a whole nother department within the city, is all I am trying to do. I get bored at home sitting at a computer. **CM Lee**- this sounds like a great idea. I am glad that you have brought this too us. If it is not costing the city nothing, do you have a facility with the county? My understanding is Liberty County is just now starting to work on this. Will the city of Cleveland help you euthanize an animal? **Shawn Gibson**- I would use a vet. I would most likely partner with big thicket. The county uses them. **Mayor Arrendell**- I want to say something on that issue. If ever there is a situation I would prefer you have like a contract with an actual vet that way no liability will fall back on the city about the euthanization. That is a catch word for danger. **Shawn Gibson**- It is, and I would rather not have to euthanize but of course sometimes you have to. There is absolutely no way around it. Some of them there are avenues we can work with. Since I have emailed Missy a couple of days ago. I have done some additional research from my initial. There are a couple of organizations that we can partner with. Some of these are adoptable or can be adopted. They can be saved and helped. Some are just going to be Ferral or injured. If you bring up an injured animal, for instance some of the horses that are malnourished or say they are injured or hit by a car. At that point if it's an abused case there are avenues that we can call to come out and help I have reached out in the past to them. One is the SPCA they have the resources that are for livestock or for regular pets whatever it may be. **Mayor Arrendell**- Another thing, guys, next Tuesday the county will hold a workshop here at city hall over this issue to try to get a plan in motion county wide. They are wanting to use city hall as the headquarters for this problem. So, I mean it will be the county sitting here for the workshop. I will be attending. I have asked him to come to along with the rest of the crew and it is going to be pretty detailed to figure this situation out. This is all new for us. Like I have said, I don't want to do anything that will get our name smeared in the mud. This will be a touchy situation. **CM Bell**- But it is much needed. There are no if, ands, or buts about this, it is needed. **Mayor Arrendell**- yes. **Shawn Gibson**- That is another thing. If I can't

just catch them I can use tranq darts. I am certified nationally for kennel capture level. I don't have to chase them like dogs. **Mayor Arrendell**- so on all of your certifications do you have copy's of that. **Shawn Gibson**- I do have it all. I have to submit all of that to the chief. **Court administrator Frazier**- Are you TCOLE certified? **Shawn Gibson**-No, this is not through TCOLE. **Court administrator Frazier**- Oh well you are saying you are certified and would be a reserve that is why I was asking. **Shawn Gibson**- I am just calling it reserve **Court administrator Frazier** - because it's a volunteer position. **Shawn Gibson**- No, because I am no sure what else we would call this. **Mayor Arrendell**- He used to be TCOLE certified. **Shawn Gibson**- Yes, 18 years ago. Any other questions. I can stay late and answer other questions. **Court administrator Frazier**-In the meantime he can submit all of his certifications. **Mayor Arrendell**- I guess we need to table this. **Secretary Pouncey**- The council will need to give us permission to move forward with speaking to the attorney. **CM Lee**- I would like to make a motion to go forward with more information and get us more documents. Come to the workshop and us getting with our attorney. I don't want to table it I want more information. **Secretary Pouncey**- That would be you give the mayor and staff permission. **CM Lee**- yes, that.

11. Motion to approve soccer fields located at 8015 Plum Grove Road made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

**Discussion- Mr. Lopez**-I am here to discuss this and follow up. **CM Bell**- We talked about this before? **Secretary Pouncey**- Yes. **CM Lee**- No update to the considering a retention soccer field? **Mr Lopez**- No, I don't think that is the plan they are just small soccer fields. **CM Lee**- A soccer field is a soccer field. **Mr. Lopez**- There are different sizes, they are not all the same sizes. They are not a typical football soccer field. **CM Ortiz**- I thought retention ponds was only needed when there is concrete or slabs **CM Lee**- They are needed when there is any elevation. If you build up you should have a retention pond. Especially with this being in a floodway. The river runs right down there when it floods. So, if you build that up it is more resistance. It will hold it back and reroute it. **CM Ortiz**- Are you guys going to build it up? **CM Lee**- Well they have too. **Mayor Arrendell**- Then he was talking about a retention pond with the soccer fields in them. That way when it does flood it disperses it. **Mr. Lopez**-The plan was not for that. **CM Ortiz**-just basically an open field. **Mayor Arrendell**- This is in a floodway. He is across from the store. **CM Ortiz**- Oh ok he's right across from the store. **Secretary Pouncey**- Kevin, do you remember T.W old pond behind his house? **CM Lee**- Kinda. **Secretary Pouncey**- They have

dug that to be over three times the size that it was. Would you like to go look at that to get an idea? **CM Lee**- Possibly. **Secretary Pouncey**- Are y'all bringing in more dirt to build the fields up or you just going to do with what is there? **Mr. Lopez**- We will do with what is there. I mean for the parking lot we will level it out. **CM Bell**- Where exactly is this? **Secretary Pouncey**- Cheveron, Pizza Hut... The driveway on the right across from the store the big two-story house, all of that property. **CM Ortiz**- Are you going to build it up or leave it alone? Just where the fields are? **CM Lee** what about the parking lot? Are you going to stabilize or place rocks? Are you going to cut down the parking lot? I understand that the soccer fields you are running on and parking lot your driving cars on I understand. **Mr. Lopez**- the parking lot yes we will go through the necessary steps where to stabilize it. **CM Lee**- if everything stays at natural grade then I am not opposed to this. The parking lot will need to cut down and put rock in. It can be a little bit higher, so it drains properly but I don't want this feet higher just inches. **Mr. Lopez**- The main thing is we have a soccer academy for kids. **CM Bell**- so y'all will have security? **Mr. Lopez**- yes there will be security. **CM Bell**- Are y'all going to serve alcohol? **Mr. Lopez**- No I don't think so. **Secretary Pouncey**- Isreal had said that y'all had a discussion and that y'all was pretty much not going to allow the alcohol there was to many factors that go into this. **CM Bell**- That is why I am questioning this. **Mayor Arrendell**- Yes. **Mr. Lopez**- it was not definite, but we can take that part out of the plan. **CM Bell**- are they going to be allowed to bring it on the property. **Mr. Lopez**- No. We will have security to make sure that it is not brought onto the property. **CM Lee**- I make a motion to approve the soccer fields with an elevation no higher than three inches on the parking lot than the natural elevation now. I would like a print of the natural elevation now and print of the elevation when you have completed. **Mr. Lopez**- Ok thank you.

12. Motion to approve the city secretary to sign the TABC certification for Dollar general located at 7292 FM 1010 made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

13. Motion to update the City of Plum Grove Ordinances

- a. Building codes to include one household per one acre minimum  
Made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

**Discussion**- Due to the state of Texas law on the requirement of the well and the septic having to be so many feet apart and not in a plotted subdivision. The capacity of a sewage system per the amount of people living in permanent structures. The council can be approached for a variance that will depend on the situation.

- b. The Distant regulations for mobile food vendors.

Made by CM Lee, 2<sup>nd</sup> by CM Bell, passed unopposed.

**Discussion**-The current codes require the mobile food vendor to be 100 foot from a permanent food establishment. Also requires a mobile food vendor to be 20 foot from another mobile food vendor. Requires the mobile food vendor to be 300 foot from a resident. The changes will require the mobile vendors to be 30 foot apart.

- c. Pricing Permits for Mobile food vendors.

Made by CM Lee, 2<sup>nd</sup> by CM bell, passed unopposed.

**Discussion**- The current ordinance lists the pricing for mobile food vendors permits is five dollars per day and one fifty per month or three hundred for 6 months. The council would like to change the price for the permits to five hundred a month.

- 14. Motion to approve Julpit gravel pit to operate at 8992 Plum Grove Road moving forward with the language change for agreement made by CM Lee, 2<sup>nd</sup> by CM Ortiz, passed unopposed.

**Discussion**- The council wants Julpit to be responsible for 500 foot south of their driveway, and 3,500 foot north of their driveway to 347 North. There is to be no work at all on Sunday and hours of operation to be 7A.M. to 6 P.M Monday-Saturday. That the agreement will be revisited yearly not every three years. That Julpit will maintain the \$15,000 bond for 15 trucks that enter Julpit. The amount will be changed to \$4,500 a month that equals \$54,000 a year. Also adding to the agreement Julpit further agrees that it shall be liable to the City for any damage to the City's streets, bridges, or culverts caused by any and all overweight vehicles operating within the City limits due to Julpit's business operations in excess of the amount funded through Julpit's monthly payments under paragraph 2 of this Agreement.

- 15. Receive reports, discuss, and provide input on reports from:

- d. Discussion of Local, County, and State Updates

- e. GLO Grant Waiting on the Right of Entry letter for the properties along Orange Brance and then Environmental will come in.

- f. FEMA

- a. Hurricane Harvey nothing

- b. May 3, 2024, flooding Waiting on PD to get the equipment that was inside the flooded vehicles. Working with mitigation on several different portions of Plum Grove Road to raise the road.

- 16. Motion to Adjourn @ 8:52 P.M. made by CM Lee, 2<sup>nd</sup> by Bell, passed unopposed.





## City of Plum Grove Municipal Court

PO Box 1358, Splendora, TX 77372

Phone: (281) 659-4300 Option 2

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### February 2025 Report

*Emails to Judge Goodwin reviewing the January 14, 2024, City Council meeting along with weekly reports to Mayor Mary Arrendell and all City Council members are reviewed below.*

Working on day-to-day operations such as on Mondays pulling down credit card payments and applying them to cases. On Fridays doing a citation audit to make sure all citations issued by Plum Grove Police Department have been turned in. If there are any questions about citations this is when I communicate with the issuing officer for clarification so I can answer any questions for the prosecutor before the court date. During the week, I also return and answer phone calls, emails, and any walk-ins. Monthly reports for GHS, Comptroller, and Omni Base have been completed on time and mailed out.

Scanning in closed case files and dismissals. This is everything from January 2022 until current, so it is taking a while since this is being done simultaneously with other day to day operations.

Changes to the Plum Grove Municipal Court bank account with SouthSide Bank were approved and minutes were submitted to the bank. Judge Goodwin and I were advised to go to the Splendora location to turn in personal documents.

Access to City Hall cameras was approved but no action has been taken.

City Ordinances' request was placed on hold as the City Council is still reviewing changes.

TMCEC has a list of online courses that can be taken at no cost and be applied to the Continuing Education (CE) hours needed for the Academic Year. I have signed up for a list of classes and am working on them simultaneously as other operations and projects during the week.

January snowstorm affected me from coming into the office, but I did forward all calls and worked remote.

Judge Stanley was sworn in before court on January 27, 2025. He also stayed and observed resulting in some ideas moving forward.

February 3-5, 2025, Judge Goodwin and I went to the Texas Court Seminar in Galveston, Tx. In attendance was Judge Stanley (representing Roman Forest). Both judges and I were able to network with others in the Gulf Coast Region who have similar software and courts. Judge Goodwin and I will be having a meeting this month to discuss some of our classes as we were in different classes. Judge Stanley was able to make recommendations on classes to attend as well as help note valuable information needed for our court.

Advised all parties weekly of any closings for Court such as MLK Day, Training, and President's Day. These closing were documented on the City Hall front door in English and Spanish as well as our phone system auto message.

Jillian Frazier  
Court Administrator