

Minutes --- REGULAR MEETING

CITY OF NEW BERLIN

CITY HALL, 275 FM 2538

MONDAY, NOVEMBER 20, 2017 --- 7:30 P.M.

The City of New Berlin convened a regular meeting open to the public on November 20, 2017 at City Hall. The meeting was called to order by Mayor Nicholas Milanovich at **7:30 PM**.

ROLL CALL

The following members of the Board were present: Mayor Nicholas Milanovich, Mayor Pro Tem Joyce Wolfe, Alderman Gilbert Merkle, Alderwoman Claire Walters, and Alderman Ronald Rohde. A quorum was present so the meeting proceeded. Marshal Wayne Zwicke, Municipal Clerk Gilbert Offer, and City Treasurer Barbie Todd were also present.

Alderwoman Barbara Gerhart, and Records Manager Joan Milanovich were absent from the meeting.

Mayor Milanovich led the Pledge of Allegiance to the United States Flag and the Texas Flag. He then gave an invocation and requested a moment of silence to remember those people who serve their country and fellow citizens, especially the First Responders to the Southerland Springs catastrophe.

MAYOR'S REPORT

Mayor Milanovich reported that New Berlin hosted the NEP workshop and all went well. The workshop migrates around the various member cities and the last one was our turn. No one from the City attended the last NEP business meeting but no major issues transpired.

The Mayor attended the last business meeting for the New Berlin VFD and thanked the VFD for all that they do.

FIRE CHIEF'S REPORT

NBVFD Fire Chief Kurt Strey was present to give an update. See attached.

MUNICIPAL CLERK'S REPORT:

Municipal Clerk Gil Offer made a statement and request. Of late there has been comments made about the city staff that could border on libel. He let everyone know they should not make or repeat statements that are unsubstantiated. Some of the comments made in the past have been inaccurate and misleading.

MINUTES OF PREVIOUS MEETING

Read and approve minutes for regular meeting October 16, 2017.

Claire Walters made the motion to approve minutes with an amendment removing the old newsletter note. Gil Merkle seconded the motion. **The vote to approve was unanimous**

TREASURER'S REPORT:

Barbie Todd reported that the city is still watching expenditures closely. Any tax donations and donations to the XMAS program are appreciated.

FINANCIAL REPORT

Read and approve Treasurer's financial reports for October 2017.

Joyce Wolfe made the motion to accept the financial report as presented. Gil Merkle seconded the motion. **The vote to approve was unanimous.**

PUBLIC COMMENTS

Mayor Milanovich opened the meeting to public comments.
 No one signed up to speak.
 Barbie Todd did make comments about the XMAS program. See agenda item.

COMMITTEE REPORTS

- A. PLANNING & ZONING—Meets 4th Thursday of the month. There was no report since the meeting was not held.
 B. PUBLIC INFORMATION (Office)

OTHER VOLUNTEER COMMITTEES

- C. LIBRARY—Chairman Needed
 D. CRIME WATCH - (inactive)
 E. PARKS AND PLAYGROUNDS— Joy & Melvin Strey, Co-Chairman
 No activities to report but the trees will be trimmed in the near future. Melvin suggested that we should look into adding a concrete slab under the shelter. Gil Merkle also suggested that we add electricity to the shelter. All agreed that we should look into this.
 F. MAPPING AND WEBSITE—Gil Merkle, Chairman (present).
 Gil Merkle stated that website is not ready for approval.
 G. ROADS ADMINISTRATOR - (inactive)
 H. FACILITIES ADMINISTRATOR - (inactive)
 I. ADMINISTRATION/BUDGET CHAIRMAN - (inactive)
 J. OTHER COMMITTEE REPORTS

BOARD AGENDA**DISCUSSION/ACTION REGARDING ANNUAL BUDGET FOR 2018:**

The budget is completed and was presented at the town hall meeting on October 5th, 2017 and at the October 16th, 2017 Board of Aldermen meeting. Needs approval by Board of Aldermen.

Motion made by Joyce Wolfe to accept the budget as presented. Motion was seconded by Gil Merkle. **Vote to approve was unanimous.**

DISCUSSION/ACTION REGARDING PROCURING A CITY MAP:

Discussion and feedback from meeting held October 20th, 2017 with M&S Engineering. Gil Offer reported that the map is 97% complete. Remaining items are the roads.

DISCUSSION/ACTION REGARDING GRANTING VARIANCE FOR MILLS PROPERTY:

The P&Z Committee recommends granting a variance for road frontage on the Mills property located at 6561 FM 775. The request is to divide the property into 3 tracts greater than or equal to 5 acres. Two tracts would have road frontage of approximately 40 feet. The third tract will be over 300 feet. The entire property is in the city limits.

Motion made by Claire Walters to accept the Mills' request for variance. Gil Merkle seconded the motion. It was noted during discussion of the motion that the driveway to driveway distance might be an issue but this must be pursued by the requestors. **The vote to approve was unanimous.**

DISCUSSION/ACTION REGARDING 2017 CHRISTMAS PROGRAM:

The date has been set for December 3rd, 2017. Need to set the start time and complete the outline of what will be included in the Christmas program. Need volunteers for the refreshments and decorating.

Start time is set at 5:30 pm. Barbie Todd will complete making arrangements for refreshments and other items/activities. Barbie Todd has posted the time and place on the city bulletin boards. Dawn Young has put the information in the La Vernia paper. It was suggested that we also add it to the phone message with a note to check the message if the weather looks threatening. Claire Walters is providing gift bags and gifts with help from Barbie Todd. The activities will be under the picnic shelter. Santa will arrive by fire truck courtesy of the NBVFD. Since the activity is under the picnic shelter and the children will be given chalk, we are also planning to let them draw on the basketball slab. The NBVFD is bringing six tables so along with the two the city already has and one donated by the Milanovich's, there will be a total of nine tables. Melvin Strey will bring hay bales as a standby if needed. **No action required.**

DISCUSSION/ACTION REGARDING CITY OF NEW BERLIN WEBSITE:

Discussion concerning content and tentative timeline for the requirements documentation for the website interface.

Gil Merkle stated that all documents that would be posted to the site would already exist in electronic format so uploading should be easy. The required documents are not an issue. The postings must be added yet. Gil Offer requested if some posting could have a start/stop date/time automatically integrated. Gil Merkle responded yes. The concept of allowing questions to be asked on the website was discussed. It was noted that all questions would be treated as a Public Information Request. It was suggested that what would be best is if the questions generated an email sent to INFO@NewBerlinTX.org with a valid return email address. Remaining issue to decide is who will have the primary responsibility and update intervals. Gil Merkle and Gil Offer to meet and preview the website.

DISCUSSION/ACTION REGARDING VOLUNTEER PROGRAM FOR ROAD MAINTENANCE:

Gil Offer and Mike Seibert will devise/approve system to order, dispense, and audit materials. City staff will devise a method to list and give credit to volunteers.

Motion made by Gil Merkle to allow the Municipal Clerk to move forward with plans for road surface maintenance and setting up volunteers. Claire Walters seconded motion. **The vote to approve was unanimous.**

DISCUSSION/ACTION REGARDING CANVASSING RESULTS FROM NOVEMBER GENERAL ELECTIONS:

Review results from November General Election. Approve if correct or note discrepancies. Gil Merkle motioned to accept the election results for the Aldermen positions and Proposition A. Joyce Wolfe seconded the motion. **The vote to approve was unanimous.**

DISCUSSION/ACTION REGARDING ORDERING RUNOFF ELECTION FOR TIE VOTE:

After review of results and automatic recount, if a tie still exists, there are three options to resolve it. In order: (A) one or more candidate can withdraw; (B) the results can be determined by casting lots if agreed by the candidates; (C) a run-off election is held. Need to have Board approval ordering an election in the event it is needed.

Gil Merkle made the motion to order an election if required. Joyce Wolfe seconded the

motion. The vote to approve was unanimous.

ANNOUNCEMENTS

ADJOURNMENT

A motion was made by Joyce Wolfe to adjourn. The motion was seconded by Ronnie Rohde.
The vote to adjourn was unanimous.

The meeting was adjourned by Mayor Nicholas Milanovich at 8:38 PM.



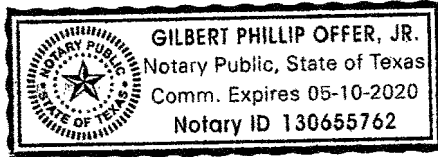
NICHOLAS J. MILANOVICH, MAYOR


STATE OF TEXAS
GUADALUPE COUNTY

Before me, the undersigned, on this day the individual, personally known to me or proved to me to be the person whose name is subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 18th day of January, 2018.

(Notary Seal)





Gilbert P Offer, Jr. Notary Public

FIRE CHIEF'S REPORT – Given by Kurt Strey

There have been 309 calls to date this year. That is expected to increase over the next few months for several reasons. Typically grass fires will increase due to dryness. Structure fires will also increase mainly due to heating system issues and overloaded electrical circuits (i.e. XMAS lights). Medical calls also go up due to influx of family visitors and seasonal illnesses.

Turkey bingo was a success. If anyone has feedback, it will be appreciated.

As announced at Turkey Bingo, the NBVFD is pursuing a new vehicle to replace the old Suburban. The Suburban started life in Miami/Dade Florida, then went to St. Hedwig, and then was acquired by New Berlin VFD.

In response to a question on the burn ban, Kurt answered that currently there is no burn ban. However, the grass is getting drier daily. Kurt also stated that people should be aware of the rules to follow when doing outdoor burning such as 1) during the day winds cannot be over 23 MPH, 2) someone must monitor the fire, 3) equipment must be available to douse the fire if needed, and 4) the fire must be out by evening.

Public comments

No one signed up for public comments.

