

Minutes
Regular City Council Meeting
City of Post Oak Bend, Texas

Date/Time: Tuesday, March 8, 2022, at 7:00 pm

Location: City Hall – 1175 CR 278

1. Call to Order, Pledges of Allegiance

Meeting was called to order at 7:00 pm by Mayor Novak. Pledges to the American and Texas flags were recited.

2. Roll Call

All councilmembers were present.

3. Citizen Comments

No citizens requested to speak.

4. Approval of Minutes – February Regular Meeting, February Special Meeting

Motion by CM McMahan to approve the February Regular Meeting minutes. Second by CM Cox. Motion passed with unanimous vote.

Motion by CM Cox to approve the February Special Meeting minutes. Second by CM McMahan. Motion passed with unanimous vote.

5. City Secretary Update – Councilmember Parker

CM Parker updated council on the following:

Permits issued at 5903 Kings Creek (single family residence) and 4423 FM 987 (accessory building).

The county has notified the city that new cost on the mowing contract will be \$825 per mow.

Bank statements and cancelled checks have been received from PNC bank to assist with the FY 2020-2021 audit, which will be submitted to auditor in May.

The end of March will be halfway through the budget year. CM Parker will prepare a progress report.

Mayor Novak briefed the council on RFPs and RFQs to be issued for administration and engineering services related to grant applications for the city. The proposal deadline is April 1 and the hiring deadline will be April 12.

6. Financial Report for February – Councilmember Parker

No action taken

7. Discuss and take action if necessary on hiring someone to clean city hall. Councilmember McMahan presenting bids.
*Three bids were obtained and presented by CM McMahan;
Merry Maids - \$120 per hour, two-hour minimum
Alana Harper – 2 hour block \$45, 3 hour block \$65 or 4 hour block \$85
P&J Superior Services - \$20 per man hour
Motion by CM Rogers to hire P&J Services on a 90 day trial to clean the building 2 days per month. Second by CM Cox. Motion passed with unanimous vote.*
8. Discuss and take action if necessary on repairs to the east entrance to Kandy Lane.
CM Rogers is continuing research. No action taken.
9. Discuss and take action if necessary on Stray Dog Enforcement and Collection MOU.
Motion by CM Parker to enter into the MOU with Kaufman County. Second by CM Rogers. Motion passed with unanimous vote.
10. Recess to Executive Session – Personnel Matters
*Mayor Novak adjourned the meeting to enter Executive Session at 8:01 pm.
Meeting re-convened at 8:28 pm.*
11. Discuss and take action if necessary on hiring a city secretary.
Motion by CM Rogers to hire applicant Lori Blaylock as contractor for the City Secretary position beginning immediately. Second by CM Parker. All were in favor.
12. Council requests for April agenda.
*CM McMahan would like to discuss purchase of a storage building for city hall and an update of the parking lot agreement between the city and New Hope Southern Baptist Church.
CM Parker requested an agenda item for the renewal of the mowing contract with the county.*
13. Adjourn
Motion to adjourn by CM McMahan, Second by CM Rogers. All in favor. Meeting adjourned at 8:42 pm.

Attest: Mike Parker, Secretary (acting)

Approved: Alison Novak, Mayor

Date