



City of Orchard

Orchard City Council

Regular Meeting, July 11, 2012

1. Call to Order and Announce a Quorum is Present

With a quorum of the Commissioners present, Mayor Rod Pavlock called the Regular Meeting of the Orchard City Council to order at 6:35 p.m. on Wednesday, July 11, 2012 in the Council Chambers of the Orchard City Hall, 9714 Kibler, Orchard, Texas.

2. Roll Call:

Rod Pavlock, Mayor
Rachelle Demny, Commissioner
Joe Supak, Commissioner
Merry Sue Hajdik, City Secretary


3. Public Recognition:

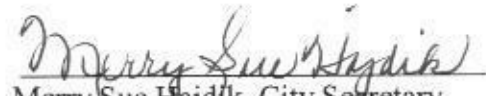
- 4.** Commissioner Supak made a motion to approve the minutes of the June 20, 2012 Regular meeting, with corrections made on item #18. Mayor Pavlock seconded. Motion passed unanimously.
- 5.** Commissioner Supak made a motion to send a certified letter to the owner of property located at 9902 Galveston Street informing them of the city's plan to move forward on the complaint of substandard building violations. Commissioner Demny seconded. Motion passed unanimously.
- 6.** Commissioner Supak made a motion to accept the time line submitted by property owners of 9918 Galveston to correct the substandard building violations and bring the property into compliance. The time line will be sent to the city inspector so he can inspect the property. Commissioner Demny seconded. Motion passed unanimously.
- 7.** Council discussed actions to take on recommendations from Seidel, Schroeder & Company to improve the financial accounting of the city's components. City Secretary will be instructed on procedures to implement the corrections needed. A disaster recovery plan will be investigated with an off-site backup company that can be used for all the city's accounts and business.

- 8.** Commissioner Demny made a motion to approve the Animal control Ordinance No. 100-2012. Commissioner Supak seconded. Motion passed unanimously.
- 9.** Commissioner Supak made a motion to approve the bid from the OEDC to install a PA system in the OCC. Commissioner Demny seconded. Motion passed unanimously.
- 10.** Commissioner Supak made a motion to accept the bid from Urbish Electric for \$3074.48, to install a transfer switch at the water plant for a generator hook-up. Commissioner Demny seconded. Motion passed unanimously.
- 11.** Commissioner Demny made a motion to accept the bid from Urbish Electric for \$2023.08, to install a self-contained meter on the Industrial Center. Commissioner Supak seconded. Motion passed unanimously.
- 12.** Commissioner Supak made a motion to approve the amount of 10/20 year write off of property taxes in the amount of \$149.56 as presented by Patsy Schultz, Fort Bend County Tax Assessor/Collector. Commissioner Demny seconded. Motion passed unanimously.
- 13.** Commissioner Demny made a motion to accept the amount of 2011/2012 water & sewer bad debt of \$73.48. Commissioner Supak seconded. Motion passed unanimously.
- 14.** Council discussed the offer from the Macha/Svoboda families to make a donation to the city. Several options were discussed and more information is needed before the city can determine what is best; some suggestions were a park bench or other improvements to the park. Any park improvements must be approved by council. No action was taken. Item tabled.
- 15.** Commissioner Demny made a motion to approve the plan for the Girl Scouts to lease the area know as the Field House for their meetings, in exchange for improvements made to the area. Mayor Pavlock will meet with the leaders to give instruction regarding the scope of improvements allowed. Commissioner Supak seconded. Motion passed unanimously.
- 16.** Commissioner Demny made a motion to allow the mayor to contract with Dennis Pavlicek to operate the water & sewer plants starting August 1, 2012, for the sum of \$1000.00 per month. Commissioner Supak seconded. Motion passed unanimously. Commissioner Demny made a motion to allow the mayor to contract with Jerome Supak to operate the water & sewer plants starting August 1, 2012, for an hourly amount to be determined. Mayor Pavlock seconded. Motion passed with Commissioner Supak abstaining.

17. Commissioner Demny made a motion to approve the financial statements as presented. Commissioner Supak seconded. Motion passed unanimously.
18. Commissioner Supak made a motion to approve the General Fund, Water & Sewer Fund, and Park & Youth Fund Budgets. Commissioner Demny seconded. Motion passed unanimously.
19. Commissioner Demny made a motion to pay the bills, and transfer \$15,658.45 from general fund savings to general fund checking. Commissioner Supak seconded abstaining on cks #6554 & 6538. Motion passed unanimously.
20. **Announcements:**
- A. Mayor Pavlock informed council that a new sewer pump is needed
 - B. Next meeting will be on August 8, 2012.

20. Commissioner Supak moved to adjourn the meeting at 9:50 p.m. Commissioner Demny seconded. Motion passed unanimously.


Rod Pavlock, Mayor


Merry Sue Hajdik, City Secretary