

**Niederwald City Council**  
**August 7, 2023 Council Meeting Minutes**

The following represents the actions taken by the Niederwald City Council in the order they occurred during the City Council meeting.

Mayor Charles Bisson called the meeting to order at 6:59 p.m.

Role was called. Council members in attendance were:

Ken Perry  
Diane Shirey  
Dawn Bowen

City Administrator Sara Montgomery

Absent: Connie Wood

A moment of silence was observed.

**Presentations:** None

**Public Comment:** Wyatt Misenheimer with O&M Management wants to speak at item # 8.

**Agenda Item 1. Discussion and possible action on minutes of: July 7, 2023 City Council meeting.**

**Synopsis:** The minutes of July 7, 2023 council meeting were presented.

**Motion:** Council Member Bowen motioned to accept the minutes with corrections, Council Member Perry seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes

Motion Passed

**Agenda Item 2. Discussion and possible action to appoint a new Council Member.**

**Synopsis:** Sara advised the Council that Mayor Bisson took over as Mayor with a Council term that expires at the end of 2023. Jaime Aragon submitted an application to fill the vacancy as City Council Member.

**Motion:** Council Member Perry motioned to accept Jaime Aragon's application as Council Member and Council Member Bowen seconded the motion. After the roll call, Jaime Aragon was sworn in and given his Oath of Office. He then took his seat with the Council.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes

Motion Passed

**Agenda Item 3. Discussion and possible action on proposing property tax rate.**

**Synopsis:** Sara presented the council with the tax rates for the coming year. No-New-Revenue tax rate **.0741** per \$100 valuation.

**Motion:** Council Member Perry motioned to table until later in the meeting and Council Member Shirey seconded. Vote was unanimous and council moved to next agenda item. The item was revisited and after some discussion, Council Member \_\_\_\_\_ motioned to propose a tax rate of .0741 and Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon - Yes

Motion Passed

**Agenda Item 5. Left blank on the Agenda**

**Agenda Item 6. Discussion and possible action to approve Prairie Lake Development Agreement Amendment.**

**Synopsis:** Mitch Haas with DHI Communities explained to Council the Development Agreement needed to be changed in order to allow duplexes instead of apartments in an 18-acre tract at the front of the subdivision. Current wording is multifamily which did not include duplexes. Sara stated that the City Attorney had already reviewed the documents and had no problem with it.

**Motion:** Council Member Bowen motioned to accept the revised Development Agreement and Council Member Perry seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon - Yes

Motion Passed

**Mayor Bisson adjourned the City Council Meeting at 7:24 p.m. to go into a Public Hearing on a Subdivision at Holz Road.**

**Mayor Bisson reconvened the City Council Meeting at 7:27 p.m.**

**Agenda Item 4. Discussion and possible action regarding a Subdivision on Holz Rd.**

**Synopsis:**

**Motion:** Council Member Bowen motioned to approve the subdivision and Council Member Perry seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aregon - Yes

Motion passed

**Agenda Item 7. Discussion and possible action regarding Municipal Court.**

**Synopsis:** Reynell Smith who was hired to be the court clerk gave information regarding the cost and research she has done regarding setting up the court. She explained that she had talked with various surrounding cities and government agencies about municipal courts and expenses of the court. Options were given other than the court setup. She will keep researching and trying to find information to present to the Council.

**Motion:** Council Member Bowen made a motion to table the item and Council Member Shirey seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon - Yes

Motion Tabled

**Agenda Item 8. Discussion and possible action to contract BVRT for maintenance services.**

**Synopsis:** Wyatt Misenheimer, O & M Management gave a brief introduction and suggested we address questions with Bill Fry who could not make the meeting tonight.

**Motion:** No action taken.

**Agenda Item 9. Discussion and possible action to approve Records Management letter.**

**Synopsis:** Sara informed Council that Richard Crandall is still listed as Records Management Officer. For the City to be compliant with State laws, the City would need to appoint a new Records Management Officer. This person would be in charge of the retention and deletion of records for the City.

**Motion:** Council Member \_\_\_\_\_ motioned to appoint Sara Montgomery as the Records Management Officer and Council Member \_\_\_\_\_ seconded the Motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon – Yes

Motion Passed

**Agenda Item 10. Discussion and possible action to repair tractor shredder.**

**Synopsis:** The shredder has a problem with lack of oil in one of the pods and needs to be repaired.

**Motion:** Council Member \_\_\_\_\_ made a motion that we repair the tractor and Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon – Yes

Motion passed

**Agenda Item 11. Discussion and possible action on the repair of Gini Lane.**

**Synopsis:**

**Motion:** Council Member \_\_\_\_\_ motioned that we repair Gini Lane and go with the bid from \_\_\_\_\_ for \$ \_\_\_\_\_. Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon – Yes

Motion Passed

**Agenda Item 12. Discussion and possible action lights at bus routes in the City Limits.**

**Synopsis:** City Administrator gave information that she had gotten from the Bus Transportation for both Caldwell and Hays Counties.

**Motion:** Council Member \_\_\_\_\_ made a motion that we install lights at the selected bus routes and Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon – Yes

Motion Passed

**Agenda Item 13. Discussion and possible action to revise the City of Niederwald Fee Schedule.**

**Synopsis:**

**Motion:** No action Taken.

**Agenda Item 14. Discussion and possible action for National Night Out.**

**Synopsis:** There was discussion of past events and future ideas.

**Motion:** Council Member \_\_\_\_\_ motioned to not participate in National Night Out this year, and Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes  
Bowen – Yes  
Aragon - Yes

Motion passed

**Agenda Item 15. Report on City Operations and activities by City Administrator.**

**Synopsis:**

**Motion:** Council Member \_\_\_\_\_ motioned to pay invoices as presented, Council Member \_\_\_\_\_ seconded the motion.

**Vote:** Perry - Yes  
Wood – Absent  
Shirey – Yes

Bowen – Yes

Aragon - Yes

Motion passed

**Agenda Item 16. Discussion and possible action on financial reports for fiscal year to date.**

**Synopsis:** The City Administrator had presented financial reports in each Council Members packet.

**Motion:** None Action Taken

**Agenda Item 17. Discussion and possible action on paying bills in excess of City Administrator's authorized limits.**

**Synopsis:** \_\_\_\_\_

**Motion:** Council Member \_\_\_\_\_ motioned to pay invoices presented, Council Member \_\_\_\_\_ seconded the motion

**Vote:** Perry - Yes  
Wood –  
Shirey – Yes  
Bowen – Yes

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Motion passed

**Announcements:**

September 11, 2023 - Council Meeting

Meeting was adjourned at p.m.

Attest:

\_\_\_\_\_  
Mayor  
City of Niederwald

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City Secretary  
City of Niederwald