

**MINUTES OF THE REGULAR  
MEETING OF THE BOARD OF ALDERMEN  
TOWN OF BAYVIEW, TEXAS  
104 S. San Roman, Bayview, Texas  
June 16, 2016**

**Elected officials present:** Aldermen Lowder, Lewis, Mullendore, Deason and Mayor Pro Tem Stachowiak. **Absent:** Mayor Steenbock.

**General**

1. The Regular Meeting of the Board of Aldermen was called to order by Mayor Pro Tem Scott Stachowiak at 6:30 p.m.
2. Mayor Pro Tem Stachowiak led those present in the Pledge of Allegiance.
3. Mayor Pro Tem Stachowiak welcomed those present and introduced himself, stating that he would be filling in for Mayor Steenbock. He also thanked the volunteer work crew for the work performed on the bridge on the north end of San Roman. He also thanked Remberto Arteaga for work he performed on the south bridge on N. San Roman.
4. Mayor Pro Tem Stachowiak then asked if there were any public comments.

Annie Wallace expressed that with the last round of rain, the water is standing in the ditches in front of her house on Old Port Road. The mosquitoes are an issue with the standing water. Remberto Arteaga seconded the comment about the mosquito problem. He also asked if the Town Council was going to enforce property owners to clean up their property. Some of the lots and properties are overgrown with weeds and this adds to the mosquito problem. He thinks the Board needs to hire someone to clean up the properties and add to property owner taxes. He likes the idea of a Bayview Beautification Day. He stated that he would also be for the Town collecting donations to purchase our own mosquito spraying equipment. He also expressed concern about alligators in our resacas.

Bonnie Gibbons stated that she hoped there was not another meeting like the last one.

Mayor Pro Tem Stachowiak stated that he had received a called from Building Inspector David Travis, stating that he would only be able to attend the meeting for a short time, and that when he came in, the Board would skip to his report in order to accommodate his schedule.

**Action Items**

**Old business (matters carried forward from a previous meeting or meetings):** None

**New Business:**

5. *Approval or rejection of the May 2016 BOA Regular Meeting Minutes.* Mayor Pro Tem Stachowiak questioned Action Item #7, Discussion item #1 and #2, and Item #5 under Discussion Items. Mayor Pro Tem Stachowiak asked for a motion to table the approval of the minutes. Alderman Deason made the motion. Alderman Lowder seconded the motion. All voted in favor. Motion Carried. Tabled.
6. *Approval or rejection of payment to OSSF Inspector Richard Castillo for probe inspection @ 109 Bayview Palms Drive in the amount of \$75.00.* Alderman Deason made the motion to approve the payment to Richard Castillo in the amount of \$75.00. Alderman Lowder seconded the motion. All voted in favor. Motion Carried.
7. *Approval or rejection of Rentfro Law Firm bill for May 2016 in the amount of \$187.50.* Alderman Deason made the motion to approve the payment of \$187.50, Alderman Mullendore seconded. All voted in favor. Motion Carried.
8. *Approval or rejection of payment of \$136.19 to Intuit for 250 preprinted checks.* Alderman Mullendore made the motion to pay \$136.19 to buy 250 preprinted checks. These are full page Quick Books checks. Alderman Lewis seconded. All voted in favor. Motion Carried.
9. *Approval or rejection of the current Building Inspector's Report including approval of payment to Building Inspector.* Building Inspector, David Travis arrived and the approval or rejection of the Building Inspector's Report and payment in the amount of \$764.75 was discussed. Alderman Deason questioned a couple of items on the report. Alderman Lewis asked about the number of new permits issued. Alderman Deason made the motion to approve the report and payment. Alderman Mullendore seconded the motion. All voted in favor. Motion Carried.
10. *Approval or rejection of the current financial report with current projected balances.* Alderman Lewis questioned the tax reimbursement in the amount of \$4,025.20 which was made with a transfer from Ad Valorem to General. She questioned why the transfer, and asked if the tax reimbursement should have been made out of Ad Valorem. There was discussion as to whether the tax was general fund or Ad Valorem. Alderman Deason stated that the General Fund looked pretty good. He also stated that the Ad Valorem was over-budget on the interest for the road loan. Alderman Lewis made the motion to approve the current financial report with current projected balances. Alderman Mullendore seconded. All voted in favor. Motion Carried.
11. *Discussion and possible action on completing the TMLIRP 2016-2017 survey.* Alderman Deason stated that the population number of 358 should be changed to reflect 383. He also brought up the property type on the 5<sup>th</sup> page. Four items at the bottom, Public Employee Dishonesty the Town is covered for \$5,000. There is no coverage for theft, disappearance or destruction, and no coverage for computer fraud or forgery or alteration. He feels there should be some coverage on these. Mayor Pro Tem Stachowiak and

Alderman Deason feel the Town needs to review the Town's coverage. Alderman Deason made a motion to table completing the survey. Alderman Mullendore seconded. Motion Carried. Tabled.

12. *Discussion and possible action of implementation of the 2016 short term road plan.*

Alderman Deason explained that the implementation is deterred because the Town cannot get asphalt delivered on the weekend when most of the volunteers are available. Roger Mantony feels the project can be done with 3 or 4 good guys during the week if we have use of a front end loader or a box blade. Alderman Lowder asked that Alderman Deason explain the plan. He explained that the budget for this year was \$5,200. The Road Committee has determined the roads needing work are East and West Reparo, North Valencia, and the Poco Parte bridge. There was discussion about the cost of materials, hauling and equipment rental. The amount has already been approved for the short-term road plan, so no vote is necessary to approve. Alderman Deason will begin trying to get the scheduling done for the work. No action.

13. *Discussion and possible action on mosquito control for the Town as soon as possible.* The Mayor Pro Tem read a letter submitted to Cameron County and stated that the Town has not received a response. Los Fresnos sent a letter stating they could not spray Bayview this year due to the rapid growth of Los Fresnos, and they backed out of the Inter-local agreement as of July. Alderman Deason asked Building Inspector David Travis if Laguna Vista would be able to spray for us, David being the person who sprays for Laguna Vista. Alderman Deason stated that we could try to get donations to purchase a sprayer for the Town and then hire someone to spray. Alderman Deason stated he had started calling people and that he already had about \$3,000, he has also asked Remberto Arteaga to help him in getting donations. Alderman Deason informed those present about Mosquito Bits, which could be placed in standing water. The product kills the wiggle tails and does not harm any other wildlife. Alderman Lewis stated that the Town cannot solicit funds; that a citizen needs to take the lead on soliciting funds. No action.

14. *Discussion and possible action on designating the last Saturday of every month between the hours of 8 am to 12 noon as "Bayview Beautification Day."* "Bayview Beautification Day" will be a regularly scheduled, organized, volunteer effort focusing on Bayview public works projects, such as Town property maintenance, bridge maintenance and road repair. Projects will be chosen by the BOA at each preceding regular scheduled meeting. The order of the projects will be based initially on need. Then a regular maintenance schedule can be developed by the BOA. Mayor Pro Tem Stachowiak explained the volunteer efforts to keep bridges and pot holes filled. This designated beautification day will rely heavily on volunteers, but since it will be the same day every month, people will be able to schedule it. Mayor Pro Tem Stachowiak read a letter from Mayor Steenbock, supporting a Bayview Beautification Day. There was discussion about how the projects would be selected and how the Town would be informed of where the work would be taking place. Mayor Pro Tem Stachowiak explained that the Board would decide on the project and an email would be sent to the Town designating the project and where to meet and what to bring. Alderman Deason made a motion that the Board designate the last Saturday of every month, between the hours of 8 a.m. to 12 noon, or 7 a.m. and 11 a.m. as

Bayview Beautification Day. This will be a regularly scheduled organized volunteer effort focused on Bayview public works projects. Alderman Mullendore seconded. All voted in favor. Motion Carried. The first work day will be June 25, which will be work on the northern most bridge on N. San Roman. There was discussion about what work would be performed on the bridge.

Future Agenda Items - Any current member of the Board, in good standing, may add one agenda item to the agenda of a future meeting specified by that Alderman. No agenda item added by an Alderman may be removed, altered or modified without the written consent of the Alderman adding the agenda item unless the language or content of the agenda item conflicts with state or local laws. No items were added.

### **Discussion Items**

1. *Discussion on bridge maintenance* – the item had already been covered; but Alderman Lowder did ask if the Town could get a county engineer to come and look at the bridges in Bayview to make sure the Town is in compliance. Alderman Deason suggested he contact TxDOT and tell him we need some help here in Bayview. The contact would be Toribio Garza.
2. *Update on the 2480 road final inspection* – there has not been anything done lately. There have been no communications since March. Mayor Steenbock sent a letter, signed by each of the Aldermen, to Mr. Toribio Garza, who is the district engineer, regarding the lack of sufficient drainage. Mayor Pro Tem Stachowiak read the letter into the record.
3. *Shor-term and long-term road plan update* – the long-term road plan will be dictated by the budget and amount of money the Town has. Alderman Lewis feels it would be a good idea to list every road in Bayview with a list of needs going forward, with a 2 year plan and a 5 year plan.
4. *Discussion on the Building Inspector's duties as to enforcing ordinances that were in effect at the time the permit was issued.* Mayor Pro Tem Stachowiak stated this item refers to whether or not a fence is required around a pool which was begun under the 2003 IRC building codes. The Town Attorney stated "We can enforce the new ordinance to the extent it is not inconsistent with the ordinance in effect at the time the permit was issued. In the event of any conflict, then the provisions of the ordinance in effect at the time the permit was issued control." The Town has since adopted the most current IRC Codes. David Travis gave an example of a complex built on the Island that took several years to complete, but when the final inspection was done, the ordinance in effect at the time the project was begun, was the ordinance which had to be followed. There was more discussion as to which IRC code had been adopted by the Town and which was in effect at the time the pool permit was issued. Alderman Lewis stated she believes at the time the permit in question was issued it was the 2015 IRC.

Alderman Deason then asked about a possible Inter-local agreement with Laguna Vista for mosquito spraying. There was further discussion about mosquito spraying equipment.

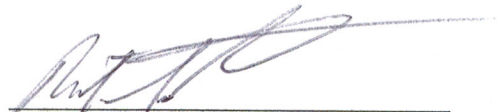
5. *Personnel and Board Policies update* – Alderman Lowder, Alderman Lewis and Mayor Steenbock are on this committee. Alderman Lowder stated they are working on it, but it is not completed. He stated that Bayview did not have a personnel work policy on file. There are nine policies and procedures on file, but nothing specific for personnel to help new personnel get acquainted with the Town policies and expectations. They would also like to see an Employee Handbook. He also stated there are no Board policies, and feels there need to be some rules in place for the Board. Alderman Lewis then apologized to those present for losing her temper at the meeting on Tuesday.
6. *Emergency Management update* – Alderman Lewis stated that the Emergency Management Coordinator was not yet appointed, but that the appointment should take place fairly soon. She also informed everyone that it was hurricane season and that the Town was putting in place emergency management strategies. Any help would be appreciated.
7. Report from Building and Standards Commission – Alderman Mullendore stated there was nothing before the Commission at this time.

#### **Complaints, Compliments, Concerns or Comments**

- a. Thank you Los Fresnos Volunteer Fire Department for mowing the Bayview Station grounds and the Town Office.

#### **Adjourn**

The Regular Meeting of the Board of Alderman was adjourned at 8:02 p.m. after a motion from Alderman Deason and a second from Alderman Lowder. All voted in favor. Motion Carried.

  
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Robert Steenbock, Mayor

  
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Aida Mullendore, Acting Town Secretary