

SNOOK CITY COUNCIL
MINUTES OF REGULAR CALLED MEETING
June 23, 2025

The City Council of the City of Snook, Burtleson County, Texas, convened in regular meeting at the Snook City Hall on June 23, 2025 at 5:30 p.m. with Mayor Frank Fields presiding.

Attendance

Mayor: Frank Fields
Mayor Pro-Tem: Matt Collins
Aldermen: Tina Vega, Wade Elkins, Bradan Harris, John Pollock
City Staff: David Junek, Chief Huron
Visitors: Charles Dunlap, Kristin Linne, Daniel Schamp, Rhonda Fojt, Vickie Tunnell, Steve Tunnell, Suzanne Duke, Vincent Crewe, Cecil Duke, Heather Delso.

- I. Mayor Frank Fields called the meeting to order at 5:30 p.m.
- II. A quorum was established. Tina Vega was not in attendance at the start of the meeting.
- III. Alderman Wade Elkins made a motion to adopt the agenda. Alderman John Pollock seconded the motion. Motion carried unanimously 4-0. Tina Vega arrived at 5:33 p.m.
- IV. **Open Forum/Visitor's Comments:**
None.
- V. **Action Items:**
 1. Mayor Frank Fields read the item and Heather Delso with Seidel Schroder presented and review the City's FY 2024 Audit. A motion was made by Mayor Pro-Tem Matt Collins to approve the FY 2024 Audit as presented. A second was made by Alderman Wade Elkins and carried unanimously 5-0.
 2. Mayor Frank Fields read the item and City Operator Dustin Lozano gave his report. They replaced blank registers on some meters, met and assisted with camera crew for pipe bursting part of the GLO MIT project, assisted surveyor locating manholes and utilities on Marilyn Street and CR 268 with CDBG MIT-MOD project, installed check valves on two houses on CR 268 to prevent sewage backup in the future, assisted Bleyl with data collection on fire hydrants throughout town for the water model project.

City Administrator/ City Secretary David Junek gave the following report:

- 1 new building permit was issued since the last regular city council meeting

- It is for single-family residences in Grand Lake
- 16 new water/sewer customers added this month
 - 1 new water meter
 - 15 transfer of services
- GLO MIT (Hurricane Harvey) project
 - The contractor for the pipe-bursting part of the project has completed videoing the sewer line that are to be replaced. Here are the City Engineer's notes on the video:
 - i. *Overall piping is in good condition; there are lots of connection joints where the "yellow" gasketed material is protruding into or hanging & "flapping". Looks like some of these connection joints have widened, but want to visit with Texas Pride to see if this is a significant I/I issue based upon their past projects. Could be a problem but maybe not;*
 - ii. *Not a whole lot of cracking, but several piping runs do have cracking, mainly on the sides and top of clay piping. In all cases, piping integrity is intact.*
 - iii. *A lot of these piping runs that have the cracking and gasket issues are on the 8" piping between FM 2155 and Fojt Street, which the City plans to upsize anyways, so not sure if these issues are critical since piping will be replaced anyways;*
 - iv. *While there was not a video, there was a report for piping run along FM 2155 from Fojt to Kovar Streets. See MH 39 to MH 48 Report. This line is PVC and most likely not needing to be replaced. There are issues at or just southeast of Kovar Street where they denoted an offset joint with lots of infiltration and the camera would not pass when the line turned to left. This turn to left signifies to me that there is NOT a manhole at Kovar, just a piping turn.*
 - v. *The piping runs along FM 2155 from near the existing FM 2155 Lift Station to across from the Cemetery SE of Snook is overall in good condition, NO cracking was observed. There were a FEW connection joints with yellow-gasket material protruding into piping or hanging & flapping. The manholes are too far apart, need to visit with Texas Pride to figure out if there are any existing manholes in this run that I may have missed on video, but don't think I did;*
 - vi. *ALL existing cast iron piping sections installed in when the original sewer system was installed need to be dug up & replaced if pipe bursting can't be use to burst through these sections. There are 2 sections along FM 2155 towards the Cemetery and one section just upstream of BCR 269 adjacent to the ditch near Skrabanek St. I believe there to be another section along BCR 269 at the bridge, but haven't seen the video on that one yet;*

- vii. *They have 4 more piping runs to do on the cross-country section between FM 2155 and BCR 269. With all this rain, not sure when they will be able to get equipment into there. They also need to do the section along BCR 269 between the bridge & SPJST Hall. They did try to do this section, but was one of the videos that needs to be redone in my opinion. Plan to talk to Texas Pride about this.*
- The lift station contractor is still set to begin sometime in July. The contract was fully executed on June 18, 2025, so the notice to proceed is dated for June 27, 2025.
- See Bleyl status report for update on CDBG MIT-MOD, Capital Improvements Plan, and Water Model projects
- Code Enforcement
 - Most of the grass/tall weeds have been taken care of at 103 Skrabanek Street and all the debris has been removed. Working with property owner to address two more sections of the property with tall grass/weeds.
 - Asbestos surveys for the 3 properties on CR 267 came back and we will issue an advertisement to bid for the demolition and removal of the structures for the next 2 weeks.
 - The following is an update from the property owner across from the park:
 - i. **Junk Cars:** Junk cars have been removed.
 - ii. **Trash:** The feed sacks and other trash items that were initially identified have been removed or discarded. I've steadily collected & discarded trash as I cut grass & clear areas, and will continue to do so.
 - iii. **Grass & Turf:** I've shredded a large amount of the annexed property, but have several acres on the back section still to go. I've put a cut on the Park St & 269 frontages, and will continue to maintain that.
 - iv. **Tree & Brush:** Large clumps of trees, wooded sections & brush, and lots of scrubby trees dot the pasture. I'll be steadily removing and thinning a large percentage of these after I complete the brush & tree removal on the house lot.
 - I'm hopeful the Council will find this to be a good faith effort to accomplish compliance by end of June per what we previously discussed. It's not as much as I hoped to complete by this point in time, but the work is continuing.
- Chief Steven Huron gave the following report:
 - Completed General Manual Procedures and Patrol Division Standard Operation Procedures
 - Construction of the property/evidence room is completed.
 - Still working on TCOLE administrative paperwork
 - Working on requirement of 37 Texas Administrative Code 211.16 for Establishment or Continued Operation of an Appointing Entity.

3. Mayor Frank Fields read the item and mentioned that half the property was in the city limits and the other half was in the county. Mr. Fields referenced the site plan provided to city staff of the houses that are proposed to be built and the other development of the property. Mr. Fields invited the property owners to speak at this time. Vincent Crewe and Daniel Schamp were present and stated that they're looking to develop the property for their church family. The front part would be single-family homes with RV spaces in the back of the property. Mr. Fields asked if Burleson County had given them guidance on the RV spaces and Mr. Crewe said they still have to get with the county. Mr. Schamp said that the RV spaces were a more long-term project. Alderman Wade Elkins asked if they were proposing to build single-family housing in the front and how far apart they'd be and they said they'd be about 150 feet off the road and 60 feet apart. Mr. Fields asked what type of surfacing the roads would be and Mr. Crewe said crushed gravel. Mr. Fields asked if this was just the first stage to the development of if this was it and Mr. Schamp said this is just the preliminary stage, but not much more than a few more houses that are years away. Alderman Bradan Harris asked if they'd done this type of thing anywhere else and they said no but other groups that they're apart of have. Mr. Harris asked if they'd be modular homes and they said yes and commented on a larger multi-family house. Mr. Schamp and Mr. Crewe commented that the whole tract would be under the same ownership and for private use. Mr. Fields commented on a large event that took place last year and asked if there were more planned in the future. Mr. Crewe said there could be but would only take place every 3-4 years. Mr. Fields mentioned a conversation he had with city's attorney that he may have found a way to regulate situations like this one, but still needed to see a draft of it and since that wasn't in place yet that Ordinance 2022-10 was requiring subdivision to allow for multiple meters, hence the variance request. Mr. Fields commented that it was the duties of city council to make sure certain standards are met from an aesthetics, property value, health, safety, etc. viewpoint and that it probably could be done with a variance and some sort of development agreement. Mr. Fields suggested that he and City Administrator/City Secretary David Junek to meet with property owners and then bring back to city council for consideration. Mayor Pro-Tem Matt Collins asked Mr. Junek if modular housing was allowed and Mr. Junek said yes and reference the portable building ordinance and some of the provisions that would have to be followed. Mr. Elkins commented that we have the ordinance in place for a reason, but might need to pull back on the reign a bit and discuss further since it's such a unique request. Mr. Collins commented that the request isn't commercial and not really residential so would be in favor of granting the variance but making sure it was done the right way. Alderman John Pollock asked the property owners if they'd be ok with negotiating items with the City and Mr. Crewe said that they would like to work through things with the City to do it the right way. Mayor Pro-Tem Matt Collins made the motion to table action on the variance request from Ordinances 2022-10 & 2022-04 for 1025

CR 269 W pending discussion between the city and the property owners. A second was made by Alderman John Pollock and carried unanimously 5-0.

4. Mayor Frank Fields read the item and noted the revision made to the ordinance based on city council's suggestions. Alderman Wade Elkins commented he like the revised ordinance and the way it was rewritten for remodeling. A motion was made by Alderman Wade Elkins to approve Ordinance 2025-03. A second was made by Alderman Tina Vega and carried unanimously 5-0.
5. Mayor Frank Fields read the item and commented on the draft of the FY 2026 Budget. Mr. Fields pointed out the deficit and noted the \$65,000 expense in the Water & Sewer Fund for payroll allocation was not added to the General Fund and that the \$40,000 in grant expenses for the MIT project match could be taken out of reserves and that would leave the city council an approximately \$20,000 deficit to decide what to do about it in upcoming budget discussions. Mayor Pro-Tem Matt Collins asked if code enforcement was included and Mr. Fields said yest \$10,000. Mr. Collins asked what Professional Services were and Mr. Fields mostly for inspection services provided by Bureau Veritas. City Administrator/City Secretary David Junek commented that he just wanted for the city council to start thinking about the budget and where the city was at currently. No action was taken.
6. Mayor Frank Fields read the item and City Council members reviewed the minutes from the May 19, 2025 regular city council meeting. A motion was made by Mayor Pro-Tem Matt Colins to approve the minutes. A second was made by Alderman Wade Elkins and carried unanimously 5-0.
7. Mayor Frank Fields read the item and City Council members reviewed the financial statements. A motion was made by Mayor Pro-Tem Matt Collins to approve the financial statements. A second was made Alderman John Pollock and carried unanimously 5-0.

VII. Items to be placed on future agenda: Variance request, budget, fireworks/noise ordinances.

VIII. The meeting was adjourned at 6:39 p.m.



Frank Fields
Mayor, City of Snook



David Junek
City Administrator/City Secretary

