

**MINUTES
CITY COUNCIL
REGULAR MEETING
MONDAY, JANUARY 23, 2023**

ALDERMEN PRESENT

Mayor Craig Fenter
Alderman Place 1 Libby Gonzales
Alderman Place 2 Brandon Sisson
Alderman Place 3 Greg Robinson
Alderman Place 4 Joel Hood
Alderman Place 5 Stewart Chalmers

ALDERMEN ABSENT

None

CITY STAFF PRESENT

Michael R. Smith, City Manager
Shalyn Burritt, City Secretary
Hanna Reynolds, Finance Director
Leslie Jackson, Human Resource Director
Scott Haynes, Police Chief
Bryan Corb, Lieutenant
Erica Garza, Sr. Customer Service Rep.
Diego Flores, Code Enforcement Officer
Colton Guinn, Building Official
Les Guthrie, Chief Water Plant
Anthony Shaw, Water Plant Operator
Robert Tomilson, Water Department
Superintendent

CITY ATTORNEYS PRESENT

Mason Spiller

**JACKSBORO ECONOMIC
DEVELOPMENT CORPORATION
REPRESENTATIVE**

None

1. CALL TO ORDER

Mayor Fenter called the meeting to order at 5:30 p.m.

2. INVOCATION

Invocation led by Jim Whitsitt.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Mayor Fenter.

Agenda Item 6 moved up for the presentation of the Proclamation.

6. PROCLAMATION

- a. PROCLAMATION TO RECOGNIZE THE JACKSBORO HIGH SCHOOL CHEERLEADERS FOR THE ACHIEVEMENT OF EARNING THE UIL SPIRIT STATE CHAMPIONSHIP TITLE FOR CLASS 3A, DIVISION II.**

Congratulatory statements given by Mayor Fenter and Council, recognizing the cheerleaders, cheer coach and families in attendance. Proclamation read by Mayor Fenter.

4. PUBLIC COMMENTS

Jackie Rhoten addressed the Council, thanking them for the progress being made at the new Animal Shelter site.

5. CONSENT AGENDA

All matters listed under Item 5, **CONSENT AGENDA**, are to be considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- a. EXCUSED ABSENCES**

- b. MEETING MINUTES**

- i. JANUARY 9, 2023 REGULAR MEETING MINUTES**

- c. QUARTERLY FINANCIAL INVESTMENT REPORTS**

- i. FY 2022-2023 QUARTERLY INVESTMENT REPORT, 1ST QUARTER**

Alderman Gonzales moved to approve the Consent Agenda as presented.

Alderman Sisson seconded the motion.

Motion carried with unanimous consent.

Agenda Item 6 heard earlier in the meeting.

7. RESOLUTIONS

- a. R-03-2023: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS AUTHORIZING THE SUBMISSION OF A GRANT TO THE OFFICE OF THE GOVERNOR FOR THE RIFLE RESISTANT BODY ARMOR "RIFLE RESISTANT BODY ARMOR GRANT" FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR RIFLE RESISTANT BODY ARMOR TO BE USED BY THE JACKSBORO POLICE DEPARTMENT IN RESPONSE TO CRITICAL INCIDENTS; AND SETTING THE EFFECTIVE DATE.**

Discussion was held.

Alderman Sisson moved to approve Resolution R-03-2023 as stated.
Alderman Chalmers seconded the motion.
Motion carried with unanimous consent.

- b. R-04-2023: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS AUTHORIZING AN AGREEMENT WITH THE STATE OF TEXAS, ACTING BY AND THROUGH THE DEPARTMENT OF TRANSPORTATION, FOR THE PURPOSE OF THE TEMPORARY STREET CLOSURES; AUTHORIZING THE CITY MANAGER AS SIGNER OF THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

Discussion was held.

Alderman Robinson moved to approve Resolution R-04-2023 as stated.
Alderman Gonzales seconded the motion.
Motion carried with unanimous consent.

8. ELECTION

a. MAY 6, 2023 GENERAL ELECTION

- i. ORDER OF GENERAL ELECTION TO BE HELD MAY 6, 2023 FOR THE PURPOSE OF VOTING ON MAYOR; ALDERMAN PLACE 2 AND ALDERMAN PLACE 4.**

- ii. APPLICATIONS FOR A PLACE ON THE BALLOT WILL BE ACCEPTED UNTIL FEBRUARY 17TH.**

The City Secretary discussed the requirement for ordering the election, and the agreement with the school district to extend the last day of voting to a twelve hour day, with the agreement that the school district would cover that additional cost. Reminded council of the application deadline for the places on the ballot.

Alderman Hood moved to order the General Election for May 6, 2023 to elect the Mayor, Alderman for Place 2 and Alderman for Place 4.

Alderman Chalmers seconded the motion.
Motion carried with unanimous consent.

9. COUNCIL TO CONSIDER AND DISCUSS PRICING COMPARISON BETWEEN CURRENT INTERNET PROVIDER AND VYVE BUSINESS SERVICES.

The City Manager explained a 60 month plan for adding first the Police Department, City Hall and Fire Department with a direct fiber line in the first year, and additional departments to be added throughout the length of the contract. \$4500 increase to the current fiscal year budget and will be worked into future budgets. The direct fiber line to the Police Department, City Hall and Fire Department will be the most costly service, with other departments receiving a splice off of the direct fiber line.

Alderman Hood moved to direct City Staff to enter into a contract with Vyve Business Services.

Alderman Sisson seconded the motion.
Motion carried with unanimous consent.

10. COUNCIL TO CONSIDER AND DISCUSS CYBERSECURITY ASSESSMENT WITH VC3, Inc.

The City Manager informed Council that the Texas Municipal League Intergovernmental Risk Pool has contracted with VC3, Inc. to conduct risk assessments for cybersecurity. VC3, Inc. reached out to the City to offer a risk assessment of our network at no cost to the city. A questionnaire will be sent out and VC3, Inc. will assess the threats to the network and give recommendations for improvement.

No action necessary.

11. COUNCIL TO CONSIDER AND DISCUSS ZONING VARIANCES FOR THE RECONSTRUCTION OF HOMES AFFECTED BY THE 2022 TORNADO IN THE CITY OF JACKSBORO BY THE MENNONITE DISASTER SERVICE ORGANIZATION

The City Manager requested that Alderman Hood update the Council on the Long Term Recovery Program and the meeting with the Mennonite Disaster Service Organization regarding their assistance in construction projects. Alderman Hood gave an overview of the mission and service of the Mennonite Disaster Service Organization and their current involvement with the Recovery Program. Alderman Hood advised the Organization is currently evaluating whether they will be able to assist with the Recovery Program. The City Manager addressed the fact that the Organization has a preset blueprint for a 900 square foot 2 bedroom home, or a 1200 square foot 3 bedroom home. He stated that currently, citizens affected by the tornado and attempting to rebuild their homes are facing issues with zoning changes in which their prior home would not meet approval. The Mennonite Organization would also face these same zoning issues with their pre established blueprints. The City Manager requested that the City Council allow the zoning variance approval process be by-passed, with the oversight and approval of the City Manager, City Building Inspector and the City Code Enforcement Officer, for those residents rebuilding homes due to the effects of the 2022 tornado, for a 2 year period.

Alderman Sisson moved to authorize the City Manager to approve variances for reconstruction of homes on properties affected by the 2022 Tornado for a 2 year period.

Alderman Chalmers seconded the motion.

Motion carried with unanimous consent.

12. COUNCIL TO CONSIDER AND DISCUSS RECOMMENDATION FOR ZONING CHANGE.

The City Manager addressed with Council an overlooked area on the City's Zoning map. A commercial building at 201 S East Street was improperly zoned into the Single Family-2 zoning area. The zone to the West of the building is zoned Light Commercial. The City Manager suggested that this oversight was not the fault of the property owner, and can be corrected and rezoned as it should have been originally, without the property owner having to go through the zoning variance process.

Alderman Robinson moved to make the correction on the zoning map, correcting zoning of the commercial building at 201 S East Street, to reflect Light Commercial zoning instead of Single Family-2 zoning.

Alderman Gonzales seconded the motion.

Motion carried with unanimous consent.

13. REPORT AGENDA

REPORT AGENDA

a. UPDATE ON O'SHIELDS AND MCNALLEN PROPERTIES AND GRANTS INVOLVED.

The City Manager shared a copy of the letter updating Ms. O'Shields on the drainage issues surrounding her property and the grant process. Discussed getting in contact with the McNallen family regarding their drainage issues.

No action necessary.

b. UPDATE AUTOMATED WATER METER INSTALLATION.

The City Manager informed council that the meter installation process was 90% completed. Water pressure has been an issue for some during this conversion process. The bulk water station is also contributing to some water pressure issues. Current station is in disrepair and citizens are using the "honor system" and writing down water usage. The City is losing money and water with this current station. New secure bulk water station will utilize a keypad for entering a bulk water account number and amount of water needed. Station can be moved to a new location. City moving forward in replacing the building at the current bulk water station.

No action necessary.

c. UPDATE FRANKLIN LEGAL CODIFICATION PROCESS.

The City Secretary updated Council on the current phase of the codification process with Franklin Legal. The deadline for review of questions regarding current codes is June 5, 2023.

No action necessary.

d. UPDATE ON ABATEMENT PROPERTIES GIVEN EXTENSION BY COUNCIL.

Mr. Diego Flores updated the Council on two properties given extensions for abatement. Stated 1002 West Mesquite has been completely cleared and no longer on the abatement list. Thanked Mr. Lewis for his quick response. Karen Mask, owner of the property at 919 West Pine Street, was in attendance. Ms. Mask indicated after speaking with her contractor, that the cost of rebuilding the home on the property was more than she anticipated. After discussion with her contractor, Ms. Mask and Diego Flores agreed the property owner would move forward with permits for demolition of the structure within the previously given extension of a 30 day time period. Ms. Mask inquired if there was a cheaper alternative to the dumpsters available for rent. The City Council offered one or two dumpsters at no cost to help with the cost of demolition. Mr. Flores consulted with the Council and agreed to begin the abatement process on four more properties.

No action necessary.

e. UPDATE ON MUNICIPAL SOLID WASTE DISPOSAL FACILITY- JACKSBORO LANDFILL - WASTE CONNECTIONS.

The City Manager gave an update on the proposed landfill construction and operation timeline of January 2024.

No action necessary.

12. ADJOURNMENT

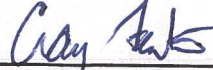
Alderman Sisson moved to adjourn.

Alderman Chalmers seconded the motion.

Motion carried with unanimous consent.

APPROVED BY THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS ON THE 13TH DAY OF FEBRUARY, 2023.

CITY OF JACKSBORO



CRAIG FENTER
MAYOR

ATTEST:



SHALYN L. BURRITT
CITY SECRETARY