

**MINUTES
CITY COUNCIL
REGULAR MEETING
MONDAY, APRIL 10, 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

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

CITY ATTORNEYS PRESENT

Reid Spiller

**JACKSBORO ECONOMIC
DEVELOPMENT CORPORATION
REPRESENTATIVE**

Brenda Tarpley

ALDERMEN ABSENT

Alderman Place 5, Stewart Chalmers

1. CALL TO ORDER

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

2. INVOCATION

Invocation led by Brian Smith.

3. PLEDGES TO THE FLAGS

Pledges led by Mayor Fenter.

4. PUBLIC COMMENTS

No public comment given.

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. MARCH 27, 2023 REGULAR MEETING MINUTES

Alderman Hood moved to approve the Consent Agenda as presented.

Alderman Gonzales seconded the motion.

Motion carried with unanimous consent.

6. PRESENTATIONS

a. FY 2021-22 FINAL AUDIT PRESENTATION

Mike Edgin, of Edgin, Parkman, Fleming and Fleming, P.C. presented the Annual Comprehensive Finance Report for FY 2021-2022 ending September 30, 2022, to Council.

Discussion was held.

Alderman Robinson moved to approve the FY 2021-2022 audit.

Alderman Gonzales seconded the motion.

Motion carried with unanimous consent.

7. ORDINANCE

- a. O-05-2023: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS, AMENDING THE CITY OF JACKSBORO CODE OF ORDINANCES BY ADDING A NEW ARTICLE 93.30 OF CHAPTER 93; PROVIDING REGULATIONS REGARDING CERTAIN HEALTH AND SANITATION NUISANCES GENERALLY AND REGARDING OFFENSIVE ODORS SPECIFICALLY; DECLARING SUCH OFFENSIVE ODORS TO BE NUISANCES; PROHIBITING CERTAIN NUISANCES INCLUDING OFFENSIVE ODORS WITHIN THE CITY LIMITS; PROVIDING A SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

Mayor Fenter read Ordinance O-05-2023.
Discussion was held.
Alderman Sisson moved to approve Ordinance O-05-2023 as stated.
Alderman Hood seconded the motion.
Motion carried with unanimous consent.

8. RESOLUTION

- a. **IN ACCORDANCE WITH LOCAL GOVERNMENT CODE Sec. 505.158. (b), SECOND READING OF: R-05-2022: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE A COOPERATIVE AGREEMENT BETWEEN THE CITY OF JACKSBORO (CITY) AND THE JACKSBORO ECONOMIC DEVELOPMENT CORPORATION (JEDC) FOR THE PURPOSE OF APPLICATION FOR THE UNITED STATES DEPARTMENT OF COMMERCE EDA-2021-ARPAEAA FY 2021 AMERICAN RESCUE PLAN ACT ECONOMIC ADJUSTMENT ASSISTANCE PROGRAM; PROVIDING AUTHORITY FOR APPLICATION; AND PROVIDING AN EFFECTIVE DATE.**

Mayor Fenter read Resolution R-05-2022. The City Manager explained that a second reading of this resolution was necessary to comply with the law regarding an economic development project. The basis of a second reading is to give the public notice and time to file a petition if the public is not in favor of the proposed project.
No action was necessary.

- b. **R-10-2023: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS, HEREINAFTER REFERRED TO AS "CITY", ESTABLISHING THE DR. PAUL & HARRIETT LILLARD MEMORIAL ANIMAL SHELTER AD HOC CONSTRUCTION COMMITTEE; AND SETTING AN EFFECTIVE DATE.**

Mayor Fenter read Resolution R-10-2023. Alderman Gonzales asked for an update on the progress of the shelter. The City Manager felt the construction process was at 10% completion. Alderman Sisson inquired if the ad hoc committee was necessary if the plans had already been finalized and construction begun. Alderman Gonzales inquired if there could be a limit placed on the number of meetings held. The City Manager explained that there shouldn't be a need to meet every week, and that although the plans are fluid, the committee will have no decision making powers. Alderman Hood pointed out that the committee would be dissolved upon finalization of the shelter. Alderman Gonzales requested that a fifth individual be added to the number of appointees on the committee, either a city staff member, a council member or the city attorney. Alderman Sisson suggested an additional council member be added to the committee.
Alderman Robinson moved to approve Resolution R-10-2023, with the change of expanding the committee, and adding another council member.
Alderman Sisson seconded the motion.
Motion carried with unanimous consent.

9. DR. PAUL & HARRIETT LILLARD MEMORIAL ANIMAL SHELTER AD HOC CONSTRUCTION COMMITTEE NOMINATIONS/APPOINTMENTS.

Alderman Hood nominated himself, and agreed to serve as a council member on the Animal Shelter Committee. Alderman Gonzales nominated herself, agreeing to serve as a council member on the committee. Star Kinder of the "Friends of the Jacksboro Animal Shelter" nominated two individuals, herself, and Jackie Rhoten, to serve as committee members representing the "Friends of the Jacksboro Animal Shelter". The City Secretary reminded all nominees that prior to the first meeting, members who had not taken training for the Public Information Act and Open Meetings Act needed to complete that training. Nominations for members of the "Dr. Paul & Harriett Lillard Memorial Animal Shelter Ad Hoc Construction Committee" are as follows:

City Alderman Joel Hood
City Alderman Libby Gonzales
Star Kinder, Friends of the Jacksboro Animal Shelter
Jackie Rhoten, Friends of the Jacksboro Animal Shelter
Michael Booher, Animal Control Officer, permanent member by resolution.
Alderman Sisson moved to accept the committee nominations as presented.
Alderman Robinson seconded the motion.
Motion carried with unanimous consent.

10. REPORT AGENDA

- a. **UPDATE ON VOLUNTEER FIRE DEPARTMENT.**

The City Manager updated council on the passing of a volunteer firefighter from the City of Jacksboro, and explained that crisis incident and stress management protocols had taken place.

b. UPDATE ON RAW WATERLINE ON STATE HIGHWAY 59.

The City Manager informed council of the raw waterline's proximity to the construction taking place on State Highway 59. The waterline is the only line supplying raw water to the water plant. TXDOT will be exposing portions of the lines and then covering the line to prevent damage or leaks. Alderman Sisson asked if it would be a good time to replace the lines. The City Manager explained that the cost of building a new, redundant line was a part of our grant application to replace the Waste Water Plant, but that portion of the project might be cut from the grant to save costs. The City Manager said the cost of building the redundant line would be several million dollars. The Mayor inquired about the old water line that was connected to Lake Jacksboro. The City Manager stated that line was last used in the 1980's, and the City did not have a permit at this time to take water from that lake. The City Manager explained there are many backup plans in place if the raw waterline is damaged.

c. UPCOMING PROJECTS AND EVENTS.

- i. **BID OPENING FOR ELEVATED SEWER LINE APRIL 11, 2023 AT 2:00 P.M.**
- ii. **JACKSBORO FIREFIGHTER, LARAMIE FOWLER, TREE PLANTING AND MEMORIAL CEREMONY, APRIL 19, 2023 AT 9:30 A.M. AT LINDSEY STATE JAIL.**
- iii. **BID OPENING FOR CHAMBER/JEDC BUILDING RENOVATION PROJECTS APRIL 19, 2023 AT 2:00 P.M.**
- iv. **TML REGION V MEETING APRIL 20, 2023, 6:00 P.M.**
- v. **TNT FEST JUNE 24, 2023.**

Council was advised of the upcoming events taking place. The City Secretary requested that individual pictures of council members be taken on May 22, 2023, when 2023 candidates are sworn-in for their new terms of office.

Alderman Sisson requested an update on the school zone signage project with TXDOT. The City Manager explained that he would be meeting with TXDOT on May 4th, and if the signage had not been placed by that time, he would address it at the meeting.

Star Kinder of the "Friends of the Jacksboro Animal Shelter" reminded Council of the upcoming golf tournament and live auction, Saturday, April 15th, as a fundraiser for the animal shelter.

11. ADJOURNMENT

Alderman Sisson moved to adjourn the meeting.

Alderman Hood seconded the motion.

Motion carried with unanimous consent.

APPROVED BY THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS ON THE 24TH DAY OF APRIL, 2023.

CITY OF JACKSBORO



CRAIG FENTER
MAYOR

ATTEST:



SHALYN L. BURRITT
CITY SECRETARY