

**MINUTES
CITY COUNCIL
REGULAR MEETING
MONDAY, JUNE 26, 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

CITY STAFF PRESENT

Michael Smith, City Manager
Shalyn Burritt, City Secretary
Leslie Jackson, Human Resource Director
Hanna Reynolds, Finance Director
Scott Haynes, Police Chief
Bryan Corb, Lieutenant
Erica Garza, Customer Service Representative

CITY ATTORNEYS PRESENT

David Spiller

**JACKSBORO ECONOMIC
DEVELOPMENT CORPORATION
REPRESENTATIVE**

Brenda Tarpley

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. JUNE 12, 2023 REGULAR MEETING MINUTES.

Alderman Hood moved to approve the Consent Agenda as presented.

Alderman Chalmers seconded the motion.

Alderman Sisson abstained from voting due to absence at the last council meeting.

Motion carried with unanimous consent.

6. ORDINANCE:

- a. O-10-2023: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS, CORRECTING A CERTAIN SECTION OF THE ZONING ORDINANCE OF THE CITY OF JACKSBORO RELATING TO PROPERTY ADDRESSES: 220 OAKWOOD AVENUE, .04130 ACRES, LOT 1-2-11-12, BLOCK 1, OF THE J.W. BUCKNER ABSTRACT, JACKSBORO, TEXAS, AND, 301 OAKWOOD AVENUE, .6890 ACRES, TRACT 27, OF THE J.W. BUCKNER ABSTRACT, JACKSBORO, TEXAS, CORRECTING THE ZONING MAP FROM SINGLE FAMILY 2 (SF) TO THOROUGHFARE COMMERCIAL DISTRICT (TC); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

The City Manager described the change of the two identified properties from Single Family 2 to Thoroughfare Commercial as discussed at the previous meeting. Alderman Sisson inquired if this change would affect the residential areas around it, and the City Manager replied it would not.

Alderman Sisson made a motion to approve Ordinance O-10-2023 as presented.

Alderman Robinson seconded the motion.

Motion carried with unanimous consent.

7. BOARD AND COMMITTEE NOMINATIONS/APPOINTMENTS

a. BOARD OF ZONING ADJUSTMENTS

- i. SEAT 1:**
- ii. SEAT 3:**
- iii. SEAT 5:**
- iv. ALTERNATE 1:**

b. PLANNING AND ZONING COMMISSION

- i. SEAT 1:**
- ii. SEAT 3:**
- iii. SEAT 5:**
- iv. ALTERNATE 1:**

The City Manager discussed that the terms had come to an end for the referenced seats in both the Board of Zoning Adjustments and the Planning and Zoning Commission. The City Manager discussed the vacancy for Seat 1 for the BZA, and the two prospective candidates to fill that position: Craig Adkins and Alicia Guthrie. Alderman Robinson expressed the desire to table the appointments to the next council meeting in order to gather and contact more prospective candidates.

Alderman Robinson made a motion to table the appointments for the Board of Zoning Adjustments and Planning and Zoning Commission to the next council meeting.

Alderman Sisson seconded the motion.

Motion carried with unanimous consent.

At this time, updates were given to the Council.

Updates given to Council by the City Manager and Human Resources Director.

Photos were shown of the progress being made at the animal shelter. The City Manager discussed the next phases of designing a sign and choosing a security system for the shelter.

Photos were shown of Saturday's TNT Fest. The City Manager discussed the events of the day and that the City Staff worked hard to have a successful event.

8. COUNCIL TO DISCUSS THE REQUEST FOR A PROPERTY EXCHANGE BETWEEN THE CITY OF JACKSBORO AND JACKSBORO INDEPENDENT SCHOOL DISTRICT.

The City Manager explained the history behind the need to exchange properties with the school district in order for the City to be able to maintain the skate park that is being built on three properties owned by the school district. He introduced two properties that at this time are being considered for exchange: Parcel 57589, City property on Buckner Street and Parcel 2361, City property on West College Street. A third property will be added to the exchange at a later time. The properties are not being used by the City, only being maintained. He explained the school's superintendent, Brad Burnett, will be presenting the proposed properties to the school board for their approval. Once both Council and the School Board are in agreement, an Ordinance or Resolution will be prepared. The City Manager told the Council that he would be looking for a third property option. Alderman Sisson inquired about the large field on West College Street, and the City Manager replied that it was owned by Kenneth Bierschenk and he wasn't interested in selling at this time. Alderman Gonzales asked for clarification if it was going to be one of the three properties offered, or all three. The City Manager replied that the three properties are being offered by the City because three properties are being used for the skate park. The City Manager explained that no action is required, just bringing this to the attention of Council. No objections were brought up.

No action was taken.

At this time, Agenda Item #10 moved up and was heard.

10. REPORT AGENDA

a. BOARD OF ZONING ADJUSTMENTS (BZA) MEETING TO BE HELD JUNE 29, 2023 REGARDING:

CASE #: V-02-2023
APPLICANT: DAVID AND CHRISTINA KINDER
LEGAL: PARCEL #2442, BEING LOT 5, BLK 4, JACKSBORO, JACK CO.
LOCATION: 501 N 9TH STREET, JACKSBORO, TX
ZONING DISTRICT: RESIDENTIAL SINGLE FAMILY 1 (SF1)

REQUEST FOR: ZONING VARIANCE TO ALLOW FOR A TEMPORARY PLACEMENT OF A MOBILE HOME TO BECOME A PERMANENT PLACEMENT, AND, IF GRANTED, TO ALLOW FOR A SIDE YARD VARIANCE.

The City Manager explained the variance requested to Council that will be heard at Thursday's BZA meeting.

b. DISCUSS THE POSSIBILITY OF A SEWER MONITORING SYSTEM.

The City Manager discussed the recent sewer issue regarding the Chicken Express. Alderman Robinson inquired if there was a way to install a monitoring system at the manhole to detect those issues before the sewer backs up into the facility. The City Manager explained that the best solution would be for Chicken Express to install a check valve to monitor the situation themselves. Alderman Sisson inquired if the City could require a check valve be installed for restaurants. The City Manager replied no, it was not required, but that grease traps are required. Mayor Fenter asked if it would be feasible to look at high risk areas across the City's sewer system and place monitors at those areas. The City Manager explained that historically, this particular manhole for Chicken Express had only had three instances of a call out: two instances were the fault of the restaurant, and this was the first time that was an actual City issue. He stated that Sonic restaurant had been checked and was clean. The Dairy Queen would be checked tomorrow. He said the issue would also be how to monitor the manholes. He stated there was currently an alert for a rise in levels at the lift stations that is monitored at all times and could be remotely corrected. He explained that it would be very costly to add them to every manhole. Alderman Robinson stated that there should be a cheaper alternative available other than a check valve, and would like to see a monitoring system at five or six areas in town. The City Manager replied that he would speak with Mr. Thomas about a check valve at Chicken Express, and restated that this particular area was not considered a trouble area, but that two or three other areas in the City are an issue. He explained that two of the areas are a result of clay piping with roots and debris destroying the pipe, and the other grease at another area in town. Mayor Fenter replied that prior replacement of some clay pipe had helped many situations across town. The City Manager suggested that he would do further research on the options available, and speak with the owner of Chicken Express.

c. UPCOMING PROJECTS/ EVENTS/ REMINDERS

- i. **JULY 10, 2023: PUBLIC HEARING REGARDING USDA GRANT APPLICATION**
- ii. **JULY 17, 2023: SEMI-ANNUAL REPORT DUE; REPORTING TIME FRAME JANUARY 1, 2023 TO JUNE 30, 2023**

The Council was made aware of upcoming important dates.

9. BUDGET WORKSHOP 2023-2024 FISCAL YEAR

a. WORKSHOP/ DRAFT OF BUDGET REVIEW

b. DISCUSSION ON PROPOSED BUDGET PUBLIC HEARING AND TAX RATE PUBLIC HEARING DATES:

- i. **AUGUST 7, 2023**
- ii. **AUGUST 28, 2023**

The Council reviewed the Draft FY 2023-2024 Budget. Discussion was held.

No action was taken.

Agenda Item #10 heard earlier in the meeting.

An update was given regarding Alderman Hood's request for an update on the Mobile Food Court. The City Manager explained that the property owner, Mr. Coker, has requested a two inch tap, and the tap and meter would not be available until August. Mr. Coker was still at this time able to rent out spaces without the use of water.

11. ADJOURNMENT

Alderman Chalmers moved to adjourn the meeting.

Alderman Sisson seconded the motion.

Motion carried with unanimous consent.

APPROVED BY THE CITY COUNCIL OF THE CITY OF JACKSBORO, TEXAS ON THE 10TH DAY OF JULY, 2023.

CITY OF JACKSBORO



CRAIG FENTER
MAYOR

ATTEST:


SHALYN L. BURRITT
CITY SECRETARY