



CITY COUNCIL MEETING

February 13, 2024 at 6:00 PM

City Hall

MINUTES

CALL TO ORDER

Mayor Keeney called the meeting to order at 6:00 PM. Present were Council Member Dan Cross, Council Member Bob Fant, Council Member Angela Perea and Council Member John Wright. Also present were City Clerk/Treasurer Jennifer Allen, Police Chief Chris Kelley, Fire Chief Chance Wright, Building Official Clay Wilson, City Planner Korab Vranovci, and City Attorney Justin Eichmann. Council Member Sean Engle and Council Member Katherine Hudson were absent.

APPROVAL OF AGENDA

Mayor Keeney asked for a motion to approve the agenda. Motion made by Council Member Wright, Seconded by Council Member Fant. Voting Yea: Council Member Cross, Council Member Fant, Council Member Perea, Council Member Wright.

APPROVAL OF MINUTES

1. JANUARY 9, 2024 CITY COUNCIL MINUTES

Mayor Keeney asked for a motion to approve the minutes of the January 9, 2024 City Council Meeting. Motion made by Council Member Fant, Seconded by Council Member Perea. Voting Yea: Council Member Cross, Council Member Fant, Council Member Perea, Council Member Wright.

DEPARTMENTAL REPORTS

2. POLICE DEPARTMENT

Community Policing:

Patrols were conducted of residential and business areas daily.

Enforcement:

Based on community complaints, Officers enforced speed and distracted driving violations throughout the city.

JPD enforced Truck Route violations of prohibited truck traffic on Wilkerson St, Elmore St, and Main Dr.

Miscellaneous:

Met with the City Attorney, Mayor and Building Official on development of a noise ordinance. Will continue to work on the proposed ordinance during the month of February.

Personnel update:

1 Officer resigned in January, 1 Officer was hired in January. 1 applicant is currently in the background investigation phase. Advertising for one vacant Police Officer position. Utilizing Facebook, Instagram, Interview Now and Indeed for advertising.

Current staffing: 9 Sworn/ 1 Civilian/ 1 Vacant Sworn position.

Qualification/Training:

All Officers have been assigned to complete online annual training on Domestic Violence, Duty to Intervene, Racial Profiling, Use of Force and Alzheimer's and Dementia awareness.

Court Security training is being developed to train new hires.

3. FIRE DEPARTMENT

Employment update: Hired Douglas Magby as Full Time Fire Inspector – Retired Houston, TX Fire ; TX State Fire Marshalls office 14 years.

Fleet Update: Ladder 1 – Had meeting with Mechanic, Ladder 1 also has 2 bad cylinders - completely dead. Unable to fix it at the fire station, will need to transport L1 to Roland, OK.

The head must be taken apart to fix this issue.

Brush 1 – Submitted Specs to Smart Ford Malvern for approved Brush Truck.

Training:

Completed 310 hours of combined Training.

Misc:

Received quotes for Rescue Air Bags and Rescue Struts for MVA incidents.

4. BUILDING OFFICIAL

No New Building Permits, Mechanical Permits: 7, Inspections: 29, Finals: 2 (1 remodel, 1 new home)

Multiple meetings with developers and engineers, posted pc signage, MS4 inspections, held a TPR meeting, attended pc meeting and a pc work session.

Met with the city engineer on Ball Street to look at drainage and road problems.

Vehicle maintenance:

Police department:

4 oil changes, 1 trans filter and fluid, driver side motor mount and ordered a new engine for unit 1501.

Fire department:

Took 2022 Ram 1500 to dealer for warranty work.

Public works:

Installed a high-pressure fuel regulator and fuel filter.

5. PUBLIC WORKS

Did a great job on snow days. The new Ventrac is getting some time on it. Department is working on City clean up and pothole repair before the mowing season get into full swing.

6. SPECIAL COMMITTEES

The Planning Commission had a good work session with both the Mayor and City Attorney Eichmann there. Positive meeting with everyone on the same page.

7. CITY CLERK/TREASURER

State Turnback and Property Tax have been received, Sales Tax has not. \$15,000 was paid to Apptegy, the company who will be creating and hosting our new website. Several other memberships and beginning of the year bills have also been paid. There is only 1 outstanding Park A&P payment for December 2023 and contact has been made. 2023 collections have gone much better than 2022. Please complete the 2023 Statement of Financial Interest form given to you as soon as possible. This form has been mailed to Council Members that cannot be here tonight.

8. CITY ATTORNEY

Working with Chief Kelley and the Mayor on the noise ordinance. Attended PC work session and has been working on revisions to the PUD ordinance and current code issues. Council Member Cross asked for clarification of the FOI meeting notification rule when 2 or more elected officials meet and what triggers the need for such notification. City Attorney Eichmann said the issue is regarding open public meetings. With a regularly scheduled meeting such as this, that is good enough, but if there is a special meeting, the press needs to be notified at least 2 hours in advance. Case law interpretation of the FOI has determined that a meeting is when 2 or more Council Members get together and talk about an item that may come before the City Council, a broad definition. If there is a committee and a Council Member meets with a department head with or without a member of the public there, that does not trigger the FOI. But if there is a second Council Member or the Mayor at this meeting, FOI notification is required as this becomes a special meeting. If a committee meets on a regular schedule that is made known, then no special notification is required. Conversations between Council Members or Council Member and the Mayor are fine unless they veer into business that could come before the Council and could be voted on.

9. MAYOR

The Slape Street project is slated to begin March 18, 2024. They are waiting for the ground to dry up before they get into it. The Ashford Knolls project has been slowed down due to weather.

The City is in the last phase of getting the release to put the Greenway Lighting Project out for bid, hopefully will happen in the next few months.

The Rapid Flashing Beacon (RFB) has been installed in front of City Hall to make for safer crossing to the park. Working well.

It is time to have an engineer to look at the intersection of Elmore and Main. The traffic gets so backed up at certain times of the day that we cannot wait until the road is improved through there. We have preliminary pricing of \$325,000 for signalization and crosswalks but need to have it engineered.

Proposed forming a Facilities and Service Demand Committee to look at future growth and

the facilities and the potential employees and equipment the City is going to need to start planning for in the next 5/7/10 year periods. Motion made by Council Member Fant, Seconded by Council Member Cross. Voting Yea: Council Member Cross, Council Member Fant, Council Member Perea, Council Member Wright.

UNFINISHED BUSINESS

NEW BUSINESS

10. STATE OF THE CITY

A State of the City letter is included in the packet and available to read at City Hall.

PUBLIC COMMENT

Brad Bruns is running for District 1 Justice of the Peace and wanted to meet the Council.

MOTION TO PAY BILLS

Mayor Keeney asked for a motion to pay the bills. Motion made by Council Member Wright, Seconded by Council Member Perea. Voting Yea: Council Member Cross, Council Member Fant, Council Member Perea, Council Member Wright.

MOTION TO ADJOURN

Mayor Keeney asked for a motion to adjourn. Motion made by Council Member Fant, Seconded by Council Member Cross. Voting Yea: Council Member Cross, Council Member Fant, Council Member Perea, Council Member Wright.

Meeting was adjourned at 6:33 PM.

Respectfully Submitted,

Jennifer Allen CMC, CAMC
City Clerk/Treasurer

Chris Keeney, Mayor