

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, October 15, 2018, at 7:00 p.m. in the Council Chambers of the City Hall, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice being given in compliance with the Open Meetings Act. The following Commissioners were present:

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| Carl Law | Mayor |
| Josh Andrajack | Commissioner |
| Randy Brewster | Commissioner |
| Jeremy Duff | Commissioner |
| Don Hardy | Commissioner |

Commissioners Lindenborn and Love were not present.

Others present: Mike Whaley, City Manager; Trish Holley, Director of Administration; Lawrence Cutrone, Director of Public Works; Brent Battista, Director of Parks and Recreation; Richard Gordon, Executive Director of Burkburnett Development Corporation/Director of Planning; Janelle Stahr, City Clerk; Ed Stahr, Police Chief; and Barbara Quirk, with Shahan, Guevara, Decker and Arrott, Attorneys at Law.

Item 1. Mayor Law called the meeting to order.

Item 2. Invocation was given by Mark Simons, Pastor of Jan Lee Baptist Church.

Item 3. The Pledge of Allegiance was led by Commissioner Hardy.

Item 4. Consent Agenda.

A. Approval of Minutes from September 17, 2018 Regular Scheduled Meeting

Motion was made by Commissioner Andrajack, seconded by Commissioners Hardy and Duff to approve the Consent Agenda. Motion carried unanimously.

Item 5. Presentation by Greg Fuller and Kevin Laukhuf on Sheridan Medical Lodge update and upcoming events.

Item 6. Discuss and take any action necessary on Ordinance Number 944.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, ADOPTING RULES FOR ON-SITE SEWAGE FACILITIES AND PROVIDING AN EFFECTIVE DATE.

Mike Whaley, City Manager, addressed the Mayor and Commissioners and stated the Wichita County Public Health District has been facilitating the permitting and inspections of all the on-site sewage facilities for the City of Burkburnett. Mr. Whaley stated Susan Morris is the General Environmental Administrator for the District and manages the OSSF Program. She is requesting the City pass the proposed ordinance which will continue to keep the program current with existing standards for on-site sewage facilities. Ms. Morris was present and available for any questions.

Mayor Law asked for any additional public input from the citizens that were in attendance. There was none.

Motion was made by Commissioner Hardy, seconded by Commissioner Duff to approve Ordinance Number 944 as presented. Motion carried unanimously.

Item 7. Richard Gordon, Director of Planning, addressed the Mayor and Commissioners and stated Mr. Jay Whaley representing Whaley Products, LLC has requested site plan approval for development of a new 10,000 sq. ft. expansion to the existing 10,000 structure on this site. The expansion will be used for additional manufacturing and storage space. The request follows the guidelines as set forth by the zoning ordinance and is zoned C/B Commercial business. The Site Plan reflects proper building limit lines and easements. The Planning and Zoning Commission (P&Z) unanimously approved this request. The P&Z members voting were Mark Barefield, Tim Cornelius, Paul Gerstner, Robert Jones (Alternate), and Carla Walters. Jerry Coker was not present.

Motion was made by Commissioner Andrajack, seconded by Commissioner Hardy to approve the site plan for Whaley Products, LLC located at 526 Charlotte Ave. Burkburnett, Texas. Motion carried unanimously.

Item 8. Resolution Number 650 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS REVISING THE CITY'S HOLIDAY SCHEDULE.

Mr. Whaley addressed the Mayor and Commissioners and stated Mayor Law had requested a review of the current holiday schedule and was looking at the possibility of adding Christmas Eve to the current schedule. Mr. Whaley stated there would be a handful of employees on duty from the Police Department and EMS. The difference in pay would be regular pay versus holiday pay. The fiscal impact is approximately \$2,260.00.

Motion was made Commissioner Andrajack, seconded by Commissioner Hardy to approve Resolution Number 650 as presented. Motion carried unanimously.

Item 9. Mr. Whaley addressed the Mayor and Commissioners and stated The City received a bid notice from Perdue Brandon Fielder Collins & Mott LLP for 224 E.

College St. for \$2,100.00. The property was struck off on July 3rd, 2017 at the Sheriff's sale and does include the mobile home on the property. At that time, the minimum bid for the property was \$4,766.97. Since the current bid is lower than the minimum bid, if approved by the Board of Commissioners, it will also be required to be approved by Wichita County Commissioner's Court and the Burkburnett Independent School District Board.

Motion was made by Commissioner Andrajack, seconded by Commissioner Duff to accept the bid of \$2,100.00 for 224 E. College St. Motion carried unanimously.

Item 10. No action was taken on this agenda item.

Item 11. No action was taken on this agenda item.

Item 12. No public comments.

Item 13. City Manager's report.

- Painted Pumpkin Roll November 4 – Friendship Park at 1:00 – 3:30 PM
- Auditors in office – November 5

Item 14. Commissioners Comments.

- Commissioner Andrajack commented to Chief Stahr that he was aware of experience an elderly individual from the metroplex had with the Police Department. He thought it was handled very well and the department received a commendation from a person out of town. He expressed his appreciation for Chief Stahr and his staff for what they do.
- Commissioner Duff inquired about Permian Park Project ground breaking date. He stated so many people are excited about this. He thanked Mr. Battista and everyone involved in the granting writing and fundraising for this project.
- Commissioner Brewster said Friendship Festival went great this year and thanked staff for making it a success.

Item 15. Motion was made by Commissioner Hardy, seconded by Commissioner Duff to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Janelle Stahr, City Clerk