

THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 19TH DAY OF NOVEMBER 2024 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COUNCIL MEMBERS PRESENT, CONSTITUTING A QUORUM:

Jaclyn Carrington, Mayor
Matt Chapman, Mayor Pro Tem/Place 2
Jim Roberts, Council Member Place 1
Clay Sams, Council Member Place 3
Keith Crandall, Council Member Place 4
Margie Arens, Council Member Place 5

Town Staff Present:

Kirk Riggs, Acting Town Administrator / Chief of Police
Shannon Montgomery, Town Secretary
Ed Voss, Town Attorney
Andrea Carpenter, Deputy Town Secretary/Court Clerk

A. CALL MEETING TO ORDER

Mayor Carrington called the Regular Session to order at 6:30 pm.

B. PLEDGE OF ALLEGIANCE

Mayor Carrington led the Pledge of Allegiance.

C./D. CONVENE INTO CLOSED SESSION and RECONVENE INTO OPEN SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 6:30 pm and reconvened into open session at 7:03 pm in accordance with the Texas Government Code regarding:

1. Section 551.089 Security Devices or Security Audits: IT Network Security.

No action taken; action will be taken during agenda item H.1

E. PUBLIC PARTICIPATION

If you wish to address the Council, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Council during the Public Participation portion of the meeting or when the item is considered by the Town Council.

There were no Public Presentations made.

F. APPOINTED REPRESENTATIVE/LIAISON REPORTS**1. Upper Trinity Regional Water District Report.**

Representative Knowler provided an update on Lake Ralph Hall, stating that the construction is progressing well, and the project is still on target for 2025.

2. Denton County Emergency Services District #1.

Chief Vaughn of Denton County Emergency Services District No. 1 provided an update and addressed questions from Council.

3. Police Department – October 2024 Statistics/Activities.

Acting Town Administrator / Chief Riggs summarized the monthly statistics and addressed questions from Council.

4. Administration – October 2024 Reports: Financial, Animal Control, Code Enforcement, Engineering, Municipal Court, Permits, and Board Member Attendance.

Town Secretary Montgomery provided a summary of the October 2024 financials and addressed questions from Council.

G. CONSENT AGENDA

This agenda consists of non-controversial, or “housekeeping” items required by law. Items may be approved with a single motion. Items may be removed from the Consent Agenda by any Councilmember by making such request prior to a motion and vote on the Consent Agenda.

- 1. Consider approval of the October 15, 2024, Regular Meeting Minutes.**
- 2. Consider approval of an Ordinance amending, Chapter 7, “Municipal Court”, Article 7.01, “General Provisions,” Section 7.01.005, “Court Clerk,” and Section 7.01.006, “Prosecuting Attorney.”**
- 3. Consider approval of a Resolution appointing Andrea Carpenter as Municipal Court Clerk and Caprice Garcia as Municipal Court Prosecuting Attorney.**
- 4. Consider approval of a Resolution authorizing the Bank Account Signatories for the Town of Bartonville bank accounts at Independent Financial Bank.**
- 5. Consider approval of a Resolution repealing Resolution No. 2013-03, dated February 19, 2013, in its entirety.**

Motion made by Council Member Sams seconded by Council Member Roberts, to Consent Agenda Items 1 – 5 as presented.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

Consent Agenda Item No. 2 Ordinance caption reads as follows:

**TOWN OF BARTONVILLE
ORDINANCE NO. 777-24**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 7, "MUNICIPAL COURT," ARTICLE 7.01, "GENERAL PROVISIONS," BY AMENDING SECTIONS 7.01.005, "COURT CLERK," AND SECTION 7.01.006, "PROSECUTING ATTORNEY"; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

H. PUBLIC HEARINGS AND REGULAR ITEMS

- 1. Discuss and consider approval of a Consulting Services Agreement between Datamax Technology Solutions Group and the Town of Bartonville to provide IT services; and authorize the Acting Town Administrator to execute same on behalf of the Town.**

Motion made by Council Member Roberts, seconded by Council Member Crandall to **APPROVE** a Consulting Services Agreement between Datamax Technology Solutions Group and the Town of Bartonville to provide IT services; and authorize the Acting Town Administrator to execute same on behalf of the Town.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

- 2. Discuss and consider awarding a Solid Waste and Recycling Contract and authorize the Mayor and Acting Town Administrator to begin negotiations with said company for solid waste and recycling services to begin January 1, 2025.**

Motion made by Council Member Arens, seconded by Council Member Crandall, to table this agenda item to a Special Meeting to be held on Monday, November 25, 2024 at 6:00 pm.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

- 3. Discuss and consider approval of an Ordinance amending the Town's Budget for the Fiscal Year beginning October 1, 2024, and ending September 30, 2025, as adopted by Ordinance 772-24; providing for adjustments to the General Fund and Bartonville Crime Control and Prevention District Fund.**

Motion made by Council Member Crandall, seconded by Council Member Roberts, to **APPROVE** an Ordinance amending the Town's Budget for the Fiscal Year beginning October 1, 2024, and ending September 30, 2025, as adopted by Ordinance 772-24; providing for adjustments to the General Fund and Bartonville Crime Control and Prevention District Fund.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

The Ordinance caption reads as follows:

**TOWN OF BARTONVILLE
ORDINANCE NO. 776-24****FISCAL YEAR 2024-2025 BUDGET AMENDMENT #1**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS AMENDING THE TOWN'S BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, AS ADOPTED BY ORDINANCE NO. 772-24; PROVIDING FOR ADJUSTMENTS TO THE GENERAL OPERATING FUND AND THE BARTONVILLE CRIME CONTROL AND PREVENTION DISTRICT FUND PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AS AMENDED; PROVIDING SAVINGS; PROVIDING THAT THIS ORDINANCE IS CUMULATIVE OF ALL ORDINANCES OF THE TOWN BARTONVILLE; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

4. Discuss and consider approval of a Resolution establishing a Covered Applications and Prohibited Technology Policy as required by Government Code Chapter 620 and the Office of the Governor's directive regarding the installation and use of prohibited technologies on personal devices used to conduct Town of Bartonville business.

Motion made by Council Member Chapman, seconded by Council Member Arens to **APPROVE** a Resolution establishing a Covered Applications and Prohibited Technology Policy as required by Government Code Chapter 620 and the Office of the Governor's directive regarding the installation and use of prohibited technologies on personal devices used to conduct Town of Bartonville business.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

I./J. CONVENE INTO CLOSED SESSION and RECONVENE INTO OPEN SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:48 pm and reconvened into open session at 8:16 pm in accordance with the Texas Government Code regarding:

1. **Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Town Secretary.**

Motion made by Council Member Chapman, seconded by Council Member Crandall, to approve a 5% salary increase for Town Secretary Montgomery.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

- 2. Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Acting Town Administrator.**

Motion made by Council Member Crandall, seconded by Council Member Roberts, to ratify the Mayor's appointment of Kirk Riggs as Acting Town Administrator to serve in the absence of Town Administrator Thad Chambers, and provide an increase in his salary of \$6,000 per month, beginning October 1, 2024.

VOTE ON THE MOTION

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

- 3. Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Town Attorney.**

No action taken.

- 4. Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Town Administrator.**

No action taken.

K. FUTURE ITEMS

Discussion only, no action taken.

L. ADJOURNMENT

Mayor Carrington declared the meeting adjourned at 8:17 pm.

APPROVED this the 17th day of December 2024.

APPROVED:

Jaclyn Carrington, Mayor

ATTEST:

Shannon Montgomery, TRMC, Town Secretary