



CITY COUNCIL MEETING

March 04, 2024 at 6:00 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

MINUTES

CALL MEETING TO ORDER

Mayor Pro Tem Hutcheson called the meeting to order at 6pm.

INVOCATION - Mayor Pro Tem Hutcheson

PLEDGE OF ALLEGIANCE - Council member McDonald

ROLL CALL AND ESTABLISH A QUORUM

PRESENT

Council member David Cooper

Council member Gregory Stout

Mayor Pro Tem Doug Hutcheson

Council member Charlotte McDonald

Council member Austin Brashier

ABSENT

Mayor Charles Addington

SAFETY REVIEW

CITIZEN ENGAGEMENT

This is an opportunity for the public to address the City Council regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign-in sheet and state his/her name and city of residence before speaking.

Speakers shall address the City Council with civility that is conducive to appropriate public discussion.

Speakers can address only the City Council and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

There were no public comments

CONSENT AGENDA

Items considered to be routine are enacted by one motion without separate discussion. If the City Council desires to discuss an item, the item is removed from the Consent Agenda and considered separately.

Motion to accept the Consent Agenda as stated.

Motion made by Council member McDonald, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

1. Consider and take appropriate action on minutes from February 5, 2024 Council meeting
2. Consider and take appropriate action on minutes from February 27, 2024 Council meeting.
3. Consider and take appropriate action on Lease and Service Agreement with Safe Haven Baby Boxes, Inc.
4. Consider and take appropriate action on Resolution 2024-010

A RESOLUTION OF THE CITY OF WOLFFORTH CITY COUNCIL AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE HOMELAND SECURITY GRANTS DIVISION OF THE OFFICE OF THE GOVERNOR FOR A STATE HOMELAND SECURITY PROGRAM GRANT (SHSP) FY2025; PROJECT TITLE SPECIALITY TEAM SUSTAINMENT, GRANT 4978901; DESIGNATING THE FIRE CHIEF TO ACT ON BEHALF OF THE CITY OF WOLFFORTH IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF WOLFFORTH CITY COUNCIL WILL COMPLY WITH THE GRANT REQUIREMENTS.

5. Consider and take appropriate action on Pay Request No. 5 from UCA for 12-inch Loop Line Project

REGULAR SESSION

6. Consider and take appropriate action on a termination of management agreement for city wastewater facility

No action needed. Wastewater Treatment Land Application Manager has submitted their 90 day termination of their agreement with the City. Council has asked that a letter of thanks be sent to the Scarborough family for their many years in partnership with the City on this property.

7. Consider and take appropriate action on discussion of Council Meeting video recordings
Discussion by Council regarding the video recording of Council meetings. After much discussion, Council member McDonald says that people should be here in person to participate. Council member Brashier is for posting videos so more citizens can engage in what is happening and serve our residents better. Mayor Pro Tem Hutcheson is against the posting of videos and feels that citizens should be here in person. Council members Cooper and Stout spoke of both pros and cons of posting.

Motion to table

Motion made by Council member Cooper, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

8. Consider and take appropriate action on Final Plat for Hale Addition.

Motion to accept final plat

Motion made by Council member Brashier, Seconded by Council member Stout.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

9. Consider and take appropriate action on a report concerning readdressing for portions of Dowden Rd. and E 5th Street.

Tara Tomlinson, Director of Development Services, presented a plan to correct addressing along 5th and Dowden. The intent is to ensure prompt emergency services by following a structured addressing plan. Currently several houses share the same address and odd and even numbered houses can be found on both the east and west sides of Dowden. Staff spoke of several instances where emergency services had issues finding home of 911 callers.

Motion to move forward with readdressing

Motion made by Council member McDonald, Seconded by Council member Brashier.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson,
Council member McDonald, Council member Brashier

10. Consider and take appropriate action on staff report pertaining to ABC Bank of Wolfforth private sewer line

Randy Criswell, City Manager, gave a report regarding a private sewer line belonging to ABC Bank at Loop 193 that was damaged during a bore under Hwy 62 during a City project. The City Attorney has prepared an agreement on behalf of the City to allow the City to replace the damaged line, on ABC Bank's private-owned land, at an expense of \$10,000 including repair of the parking lot where new line is laid.

Motion to approve moving forward with \$10,000 repair to become property of the bank.

Motion made by Council member McDonald, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson,
Council member McDonald, Council member Brashier

11. Consider and take appropriate action on an Ordinance 2024-006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING THE CODE OF ORDINANCES APPENDIX A FEE SCHEDULE BY AMENDING A1.013 UTILITY RATES AND CHARGES; PROVIDING FOR THE REPEAL OF ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Due to a rise in cost by sanitation service provider Republic Services effective April 1, this Ordinance will pass that rate increase on to sanitation customers.

Motion to approve Ordinance 2024-006

Motion made by Council member Cooper, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson,

Council member McDonald, Council member Brashier

12. Consider and take appropriate action on EDC Board appointments for two vacancies.

EDC currently has two vacancies on their Board and the Board is recommending Shawn Vinson and Nicole Butler. Both of these individuals are small business owners and Wolfforth residents that are very involved in the City and school district.

Motion to appoint Shawn Vinson and Nicole Butler to EDC Board

Motion made by Council member McDonald, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

13. Consider and take appropriate action on designation of up to \$150,000 from Hotel Occupancy Taxes toward construction of the Wolfforth Monument Sign

Randy Criswell presented information about the Wolfforth Monument Sign project. The EDC approved this project at an amount of \$225,000 based on landscape design and architecture. Bidding process was undertaken last fall with only one submission of an uncomplete bid. Bidding process was undertaken again in February and three bids were received. All bids received were over the \$225,000. Additional funding options were explored at that time. HOT tax funds have a balance of just over \$700,000 at this time and staff is proposing the use of up to \$150,000 of HOT funds to complete this project. This project requires no water and will have no irrigation and serve as a model of xeriscaping.

Motion to approve the expenditure of \$150,000 from HOT funds towards the construction of Wolfforth Monument Signs.

Motion made by Council member Cooper, Seconded by Council member McDonald.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

14. Consider and take appropriate action on recommendation from Wolfforth EDC for award of bid for Wolfforth Monument Sign to 2-H Construction

Motion to Award the project for Wolfforth Monument Sign to 2H Construction in the amount of \$296,500.

Motion made by Council member Cooper, Seconded by Council member Brashier.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

No requests by Council at this time.

ADJOURN

Motion to adjourn at 7:06pm

Motion made by Council member McDonald, Seconded by Council member Cooper.

Voting Yea: Council member Cooper, Council member Stout, Mayor Pro Tem Hutcheson, Council member McDonald, Council member Brashier

PASSED AND APPROVED THIS THE 18TH DAY OF MARCH, 2024.

Charles Addington, II, Mayor
City of Wolfforth, Texas

ATTEST:

Terri Robinette, City Secretary