

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas, met in a Regular Meeting on Monday, October 19, 2020, at 7:00 p.m. at City Hall-Council Chambers, 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 |
| Ted Kwas | Commissioner |
| Bill Lindenborn | Commissioner |

Mayor Pro-Tem Love and Commissioner Duff were absent.

Others present were Lawrence Cutrone, City Manager; Margie Poole, City Clerk; and Arthur Bryan, City Attorney.

Present in the City Hall Lobby were: Richard Miller, Sheridan Medical Lodge; Harold Watkins, Jr., Fire Chief applicant; Mike Whaley, Director of Public Works, Sarah Culp, Executive Assistant; Richard Gordon, Executive Director, BDC; Trish Holley, Director of Administration, and Fred Tillman, Chief of Police.

ITEM 1. CALL MEETING TO ORDER: MAYOR CARL LAW

Mayor Law called the meeting to order at 7:00 p.m.

ITEM 2. INVOCATION

Commissioner Lindenborn gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Commissioner Andrajack led the Pledge of Allegiance.

ITEM 4. CONSENT AGENDA

- A. Approval of Minutes from the September 21, 2020 Meeting.
- B. Approval of Minutes from the September 28, 2020 Special-Called Meeting.

Commissioner Lindenborn made a motion, seconded by Commissioner Andrajack, to approve the Consent Agenda. Motion carried, with Commissioner Brewster abstaining.

ITEM 5. Update on the COVID-19 status at Sheridan Medical Lodge by Richard Miller, Administrator.

Mr. Richard Miller, Administrator at Sheridan Medical Lodge, addressed the Mayor and Commissioners, stating that there are no active COVID-19 cases in the building. Mr. Miller then shared his goal of being a good community partner.

- ITEM 6.** Mayor closed the Regular Meeting at 7:07 p.m. and opened the Public Hearing for:
- A. Case 2020-61: Specific Use Permit for 501 E 8th Street to Place an In-Law Mobile Home.

The property owner was present on the phone and expressed their hopes for approval. There were no further public comments.

- B. Case 2020-63: Rezone of 700 W 7th Street (Legal Description 5 Acres Abst. 335 Dubose) from R-2 to Multi-Family for the Purpose of Building an Apartment Complex.

Ms. Pam Dixon, project manager and Mr. Syd Litteken, architect, were present in person and reviewed the overall project with the Mayor and Commissioners.

- C. Case 2020-64: Creating a Carport Overlay District for the 600 Block of N Avenue B and 201 E 5th Street.

There were no public comments.

- D. Final Plat Application: Lot 1, BLK 1 Dixon Addition Burkburnett, Texas.

There were no public comments.

- ITEM 7.** Mayor closed the Public Hearing at 7:21 p.m. and re-opened the Regular Meeting to discuss and take any action necessary on:

- A. Case 2020-61: Specific Use Permit for 501 E 8th Street to Place an In-Law Mobile Home.

Commissioner Lindenborn made a motion, seconded by Commissioner Kwas, to approve Case 2020-61: Specific Use Permit. Motion carried unanimously.

- B. Case 2020-63: Rezone of 700 W 7th Street (Legal Description 5 Acres Abst. 335 Dubose) from R-2 to Multi-Family for the Purpose of Building an Apartment Complex.

Commissioner Brewster made a motion, seconded by Commissioner Andrajack, to approve Case 2020-63: Rezone of 700 W 7th Street from R-2 to Multi-Family. Motion carried unanimously.

- C. Case 2020-64: Creating a Carport Overlay District for the 600 Block of N Avenue B and 201 E 5th Street.

Commissioner Andrajack made a motion, seconded by Commissioner Lindenborn, to approve Case 2020-64: Creating a Carport Overlay District. Motion carried unanimously.

- D. Final Plat Application: Lot 1, BLK 1 Dixon Addition Burkburnett, Texas.

Commissioner Brewster made a motion, seconded by Commissioner Andrajack, to approve the Final Plat Application: Lot 1, BLK 1 Dixon Addition. Motion carried unanimously.

ITEM 8. Mayor closed the Regular Meeting at 7:24 p.m. and opened the Public Hearing to discuss Resolution Number 687: Incentive agreement for the Burkburnett Boys and Girls to add a required Fire Protection Sprinkler System to the facility.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE BURKBURNETT DEVELOPMENT CORPORATION AND THE BOYS AND GIRLS CLUB - BURKBURNETT PROVIDING FUNDING FOR THE IMPROVEMENT TO COMMUNITY AND RECREATIONAL FACILITIES WITHIN BURKBURNETT, TEXAS.

Mr. Richard Gordon, Executive Director of the Burkburnett Development Corporation, addressed the Mayor and Commissioners and reviewed the project and incentive agreement. There were no other public comments.

ITEM 9. Mayor closed the Public Hearing at 7:29 p.m. and re-opened the Regular Meeting to discuss and take any action necessary for Resolution Number 687: Incentive agreement for the Burkburnett Boys and Girls to add a required Fire Protection Sprinkler System to the facility.

Commissioner Lindenborn made a motion, seconded by Commissioner Andrajack, to approve Resolution Number 687. Motion carried unanimously.

ITEM 10. Discuss and take any action on the appointment of Mr. Alvin Boucher to the Zoning Board of Adjustments.

Ms. Sarah Culp, Director of Planning, addressed the Mayors and Commissioners, stating that Mr. Alvin Boucher expressed interest in becoming more involved in the City and submitted his application to participate on the Zoning Board of Adjustments.

Commissioner Brewster made a motion, seconded by Commissioner Lindenborn, to approve the appointment of Mr. Alvin Boucher to the Zoning Board of Adjustments. Motion carried unanimously.

ITEM 11. Discuss and take any action necessary on Ordinance Number 983, regulating trucks' travel within the Burkburnett City limits.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, AMENDING THE CODE OF ORDINANCES BY AMENDING TITLE VII: TRAFFIC CODE BY ADDING CHAPTER 77: TRUCK ROUTES; DESIGNATING TRUCK ROUTES WITHIN THE CITY LIMITS OF BURKBURNETT; PROVIDING A BAN ON THE OPERATION OF COMMERCIAL VEHICLES ON CERTAIN ROADS; PROVIDING A PENALTY CLAUSE; REPEALING ANY CONFLICTING ORDINANCE; PROVIDING FOR PUBLICATION AND PROVIDING AN EFFECTIVE DATE.

Mr. Mike Whaley, Director of Public Works, addressed the Mayors and Commissioners, stating that the purpose is to ensure the safe flow of truck traffic in the Burkburnett and keep truck traffic to a minimum in residential areas to create a safer environment. Also, reduce the probability of accidents and reduce wear and tear on residential streets.

Commissioner Kwas made a motion, seconded by Commissioner Andrajack, to adopt Ordinance Number 983. Motion carried unanimously.

ITEM 12. Discuss and take any action necessary on Resolution Number 688, supporting Lake Ringgold's permitting and construction.

A RESOLUTION OF CITY OF BURKBURNETT ENDORSING, ENCOURAGING, AND SUPPORTING THE STATE AND FEDERAL PERMITTING ACTIONS REQUIRED FOR THE PROPOSED LAKE RINGGOLD RESERVOIR PROJECT TO BE LOCATED IN CLAY COUNTY, TEXAS, AND REQUESTING THE CITY OF WICHITA FALLS TO UNDERTAKE THE PERMITTING AND FUTURE CONSTRUCTION OF LAKE RINGGOLD.

Mr. Lawrence Cutrone, City Manager, addressed the Mayors and Commissioners, stating this Resolution is seeking the surrounding entities' support to permit and develop Lake Ringgold for additional water sources for future needs.

Commissioner Brewster made a motion, seconded by Commissioner Andrajack, to adopt Resolution Number 688. Motion carried unanimously.

ITEM 13. Discuss and take any action necessary on the Electric Reliability Council of Texas (ERCOT) Membership Renewal for 2021.

Mr. Lawrence Cutrone, City Manager, addressed the Mayors and Commissioners, stating that ERCOT is the entity that is responsible for operating the electric grid in the deregulated portion of Texas. This agreement is the renewal of our annual membership for 2021.

Commissioner Andrajack made a motion, seconded by Commissioner Lindenborn, to approve the Electric Reliability Council of Texas (ERCOT) Membership Renewal for 2021. Motion carried unanimously.

ITEM 14. Discuss and take any action necessary on the two-year-appointment (2021-2022) of Mr. Jeff Kindt to the Wichita Appraisal District Board of Directors.

Commissioner Brewster made a motion, seconded by Commissioner Andrajack, to appoint Mr. Jeff Kindt to the Wichita Appraisal District Board of Directors. Motion carried unanimously.

ITEM 15. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board of Commissioners may convene in Executive Session regarding the following matters:

- A. SECTION 551.074(a)-Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 - a. Potential employment of Harold Watkins, Jr. as Fire Chief

Mayor Law closed the meeting, muted the telephone conference bridge, and adjourned to Executive Session in the Council Chambers at 7:41 p.m.

ITEM 16. RECONVENE

Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

Mayor Law reconvened the meeting and unmuted the telephone conference bridge at 8:29 p.m. Commissioner Lindenborn made a motion, seconded by Commissioner Kwas, to give consent to Mr. Cutrone, City Manager, for the employment of Harold Watkins, Jr. as Fire Chief, and to distribute a Press Release. Motion carried unanimously.

ITEM 17. CITY MANAGER'S REPORT

Mr. Lawrence Cutrone, City Manager, stated that the Fire Banquet is scheduled for November 12, 2020, which should give our new Fire Chief Watkins enough time to get to know the team.

ITEM 18. COMMISSIONERS' COMMENTS

Mayor Law stated that the Wing Commanders at SAFB are holding a Regional Development Alliance Meeting on November 12, 2020. There have been 2377 Early Voters in Burkburnett, many from Wichita Falls, with the hope for shorter lines.

ITEM 19. ADJOURNMENT

Commissioner Kwas made a motion, seconded by Mayor Law, to adjourn. Motion carried unanimously, and the meeting adjourned at 8:32 p.m.

Carl Law, Mayor

ATTEST:

Margie Poole, City Clerk