



## REGULAR CITY COUNCIL MEETING

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City Hall Council Chambers, 298 West Washington Street  
Tuesday, March 02, 2021 at 5:30 PM

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### MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, March 02, 2021 at 5:30 PM, in City Hall Council Chambers, 298 West Washington Street, for the purpose of a Regular City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

#### **COUNCIL PRESENT:**

Mayor Doug Svien  
Mayor Pro Tem Mark McClinton  
Council Member Justin Haschke  
Council Member Nick Robinson  
Council Member Brady Pendleton  
Council Member Ricky Thurman  
Council Member Alan Nix  
Council Member Gerald Cook  
Council Member Brandon Huckabee

#### **COUNCIL ABSENT:**

#### **OTHERS ATTENDING:**

Allen Barnes, City Manager  
Randy Thomas, City Attorney  
Staci King, City Secretary

#### **CALL TO ORDER**

Mayor Svien called the meeting to order at 5:30 p.m.

#### **INVOCATION**

David Whiteman, Grace Fellowship

#### **PLEDGES OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAGS**

Council member Brandon Huckabee led the pledges.

#### **REGULAR AGENDA**

**1. Recognition of Lambda Chi Alpha for Their Volunteer Efforts after Winter Storm Uri**

Mayor Svien recognized Lambda Chi Alpha for volunteering at the city's water distribution center.

**2. Recognition of City of Stephenville Employees for their Dedication and Hard Work During Winter Storm Uri**

Mayor Svien, Allen Barnes, City Manager, and Jason King, Assistant City Manager, made the following recognitions:

Gregg Schruppf, Fire Marshal, and Brandon Lockenour, Fire Inspector

From Monday February 15, 2021 through Friday February 19, 2021, the members of the Stephenville Fire Department's Fire Marshal Office were faced with a daunting challenge as it related to commercial fire sprinkler systems and the historical cold weather produced by Winter Storm Uri. During this period, they proactively located or responded to over 100 locations inspecting commercial sprinkler systems. Unfortunately, in some locations the sprinkler systems had burst due to the extremely cold temperatures and damage was done to the buildings as well as the leaking water placing a strain on the water system. However, in many locations, Fire Marshal Schruppf and Inspector Lockenour were able to locate frozen but broken systems, turn them off, and alert the property owner. They were also able to turn systems off preemptively before damage to the system caused destruction to property. Through Fire Marshal Schruppf's and Inspector Lockenour's efforts damage was prevented to multiple properties within the City of Stephenville. They were also able to prevent additional strain on the municipal water system that would have occurred if several burst commercial sprinkler systems began leaking while there were multiple main line breaks within the city. Fire Marshal Gregg Schruppf and Fire Inspector Brandon Lockenour are to be commended for their dedication to service and commitment to the citizens of Stephenville during Winter Storm Uri.

Jeremy Jennings, Danny Boucher, JD Sanders, Codey Dennis, Daniel Rodriguez, Jameson Allee, Austin Baugh, Cody Stone, JB Galindo, Albert Bennie, Tucker Blackshear, Lane Sharp, Keegan Hall, and Dale White

From Sunday February 14, 2021 through Saturday February 20, 2021, the members of the City of Stephenville Utility Department were faced with a daunting workload in extreme weather conditions. During this period they responded to and repaired 10 main line breaks in sub-freezing weather conditions. Members responded to over 550 water cut offs due to the storm. On Monday February 15, 2021, while responding to water cut offs, and main line breaks, members worked through major issues at the Lillian Street Groundwater Storage Tank. Those issues involved the turning off of electricity to the pump station when electricity load shed occurred across the entire State of Texas. When this occurred, the generator responsible for running the pump station was unable to start due to the diesel fuel gelling in the tank because of the extreme cold temperatures. Members of the Utility department were able to work through these issues in the extreme environment throughout the day and with time running out on the depletion of the water supply for Stephenville were able to start the generator, and the Lillian Street pump station was able to reinforce and stabilize the water supply for the City of Stephenville. There can be no doubt that without the hard work, dedication to service, and commitment to the citizens of Stephenville by the members of the Utility department, the City of Stephenville would not have been able to maintain its potable water supply throughout Winter Storm Uri.

Jeremy Jennings, Daniel Rodriguez, Austin Baugh, Tucker Blackshear, Jameson Allee, Keegan Hall, and Albert Bennie

On Tuesday, February 16, 2021, during Winter Storm Uri, shortly before 7:00 am, the City of Stephenville Utility Department responded to a main line water break in the 1100 block of West McNeill. According to multiple weather sources, the ambient air temperature was approximately zero to negative two degrees Fahrenheit. As members of the Utility Department worked throughout the morning to excavate the hole in the street where the leak was and prepare the area for repair, they faced many challenges due to the extreme weather. The backhoe being used to open up the street area where the leak was located had issues running due to the diesel in the backhoe beginning to gel due to the extreme cold. The crew was also unable to shut the flow of

water off to the area where the break was located. They attempted to close multiple valves to shut the water off, but found them non-responsive. At this point, due to the volume of the leak (approximately 600 gallons per minute) and being unable to shut off the water flow to the damaged area, the decision was made for members of the Utility Department to enter the hole and repair the damaged pipe while the water was flowing. While this is always a hazardous operation due to flow of water and no visibility while submerged, on this day it was an extremely dangerous and life threatening operation. The seven members who entered the water faced extremely cold air temperatures along with high flowing cold water with minimal protection. They collectively worked and submerged in zero visibility water for an hour and a half to successfully make the repair. Therefore, for placing themselves in harm's way, without regard for their own personal safety in order to repair and maintain the potable water supply for the citizens of Stephenville these members of the Public Works Department are given the City of Stephenville Valor Award.

**3. Consider Approval of a Resolution Authorizing An Agreement for the Transfer of Retired Law Enforcement K-9 Officer Buky to Officer Gary Roberts**

Chief Harris spoke of K-9 Officer Buky, stating that in October 2016, the Stephenville Police Department hired Buky, Badge No. 446, as its first K-9 Officer. He stated that since that time, Buky has honorably served the City of Stephenville and its citizens by taking narcotics and dangerous criminals off the streets, serving in community relations, deescalating high-risk calls for service, dismantling drug trafficking organizations not only in Stephenville, but throughout north Texas, as well as keeping his handler and other officers safe. The time has come, Chief Harris explained, for Buky to retire and enjoy the rest his hard work has earned him.

MOTION by Mark McClinton, second by Brandon Huckabee, to approve Resolution No. 2021-R-06 authorizing the transfer of Buky to his handler Gary Roberts. MOTION CARRIED by unanimous vote.

**4. Citizens General Discussion**

Kim Leaverton addressed the council regarding her concerns with the Harbin Drive Project.

**5. Consider Approval of Seasonal Employee Positions for the Erath County Vaccination Center**

Allen Barnes, City Manager, explained that staff was seeking approval to create a pool of temporary/seasonal employees to staff the Erath County Vaccination Center. Mr. Barnes explained that the request was for a number of employees, not to exceed 23 per day, at an hourly rate of \$12 per hour. Employees would work no more than 20 hours per week, for a period not to exceed six months. The City of Stephenville and Erath County would split the cost of the employees.

MOTION by Alan Nix, second by Gerald Cook, to approve the creation of a seasonal employee pool for the Erath County Vaccination Center for a term not to exceed six months. MOTION CARRIED by unanimous vote.

**TOURISM AND VISITORS BUREAU COMMITTEE**

**Justin Haschke, Chair**

**6. Committee Report - February 23, 2021**

Justin Haschke, chair, gave the committee report.

**PUBLIC WORKS COMMITTEE**

**Alan Nix, Chair**

**7. Public Works Committee Report - February 23, 2021**

Alan Nix, chair, gave the committee report.

**8. Consider Approval of a Resolution for a Main Street Grant Application - Engineering Services**

MOTION by Alan Nix, second by Mark McClinton, to approve Resolution No. 2021-R-07 as presented. MOTION CARRIED by unanimous vote.

**9. Consider Approval of a Resolution for a Main Street Grant Application - Designation of Main Street District Area**

MOTION by Alan Nix, second by Mark McClinton, to approve Resolution No. 2021-R-08 as presented. MOTION CARRIED by unanimous vote.

**10. Consider Approval of an Amendment with Freese and Nichols, Inc. for Stormwater Drainage Design**

MOTION by Alan Nix, second by Mark McClinton, to approve an amendment with Freese and Nichols, Inc. in the amount of \$137,611 as presented. MOTION CARRIED by unanimous vote.

**PERSONNEL COMMITTEE**

**Ricky Thurman, Chair**

**10. Personnel Committee Report - February 23, 2021**

Ricky Thurman, chair, gave the committee report.

**11. Consider Approval of Application for the SAFER Grant**

MOTION by Ricky Thurman, second by Nick Robinson, to authorize staff to apply for the SAFER Grant in the amount necessary to fund six additional personnel. MOTION CARRIED by unanimous vote.

**12. Consider Approval of Reclassification of MSC Clerk Position from Clerk II to Clerk III**

MOTION by Ricky Thurman, second by Nick Robinson, to authorize the reclassification of the MSC clerk from Clerk II to Clerk III. MOTION CARRIED by unanimous vote.

**FINANCIAL REPORTS**

**13. Monthly Budget Report for the Period Ending January 31, 2021**

Monica Harris, Director of Finance, gave the following report:

In reviewing the financial statements ending January 31, 2021, the financial indicators are as expected.

**Property Tax** - We received \$3.1 million in property taxes in the month of January, resulting in \$229K or 3.77% increase over funds collected through last January. The \$6.29 million collected fiscal year to date is 94.57% of budget, which is higher than the 94.02% anticipated.

**Sales Tax** - We received \$528K in sales tax in January, resulting in \$34K or 6.78% more than the funds collected last January. The \$2.39 million collected fiscal year to date is 38.41% of the \$6.23 million budgeted, which is higher than the 33.67% anticipated.

**HOT Funds** - Lodging establishments have reported \$121K in Hotel Occupancy Taxes through January, as compared to the \$145K through last January. There are two entities one month delinquent. We spent \$184K in Hotel Occupancy Tax funds through fiscal year to date as compared to \$79K last year due to the Day Tripper contract and gateway planning.

**Revenue (Budgetary comparison)** - The target budget for operating revenue is \$12.91 million. We received \$12.9 million in revenue fiscal year to date, resulting in \$11K under the target budget.

**Expenditures (Budgetary comparison)** - The target budget for operating expenditures is \$7.2 million. We expended \$6.7 million fiscal year to date resulting in \$478K under the target budget.

**Revenue (Prior year comparison)** - Operating revenue received last year was \$12.98 million as compared to the current year's \$12.89 million, resulting in an \$86K decrease. Increases in property tax, sales taxes, and building permits offset the reductions in service charges, hotel occupancy taxes, and interest on investments; however, there was no offset for the large insurance proceeds received last year.

**Expenditures (Prior year comparison)** - Operating expenditures last year were \$6.8 million as compared to the current year's \$6.7 million, resulting in a \$103K decrease.

## **STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY UPDATE**

Jeff Sandford, Executive Director, gave the SEDA report.

### **CONSENT**

- 14. Approval of Minutes - Council Work Session - January 12, 2021**
- 15. Approval of Minutes - Regular City Council Meeting - February 2, 2021**
- 16. Approval of Minutes - Special City Council Meeting - February 23, 2021**
- 17. Acceptance of Bid for Asbestos Abatement of Rec Hall Windows**
- 18. Acceptance of Bid for Rec Hall Windows**

MOTION by Mark McClinton, second by Brady Pendleton, to approve the consent agenda as presented.  
MOTION CARRIED by unanimous vote.

### **COMMENTS BY CITY MANAGER**

- Council Committee Meetings - March 16, 2021**
- Regular City Council Meetings - April 6, 2021**

### **COMMENTS BY COUNCIL MEMBERS**

Mark McClinton stated he was excited to be able to have public meetings again and thanked the Ministerial Alliance for being present again.

Justin Haschke thanked the city employees who worked tirelessly during the winter storm.

Ricky Thurman thanked the Public Works department, emergency management, and all the other city departments for their hard work. He encouraged everyone to volunteer at the Erath County Vaccination Center.

Alan Nix thanked all city employees for their outstanding job. He commended our entire community for coming together to help each other.

Gerald Cook wished to echo everyone else's comments and added, "We are a town full of heroes."

Brandon Huckabee stated that it was good to see people back in the Council Chambers. He thanked the Water Department crew for their hard work and dedication.

Doug Svien thanked city employees for working hard to ensure that city residents did not go without water or have a need to boil their water, even when other communities in Texas experienced that.

### **EXECUTIVE SESSION**

Mayor Svien called the meeting into Executive Session at 6:39 p.m.

- 19. Section 551.087 Deliberation Regarding Economic Development Negotiations**
  - Project Bronze Statue**
- 20. Section 551.074 Personnel Matters**

**To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee - Stephenville Type B Economic Development Authority Executive Director**

**21. Action Taken on Items Discussed in Executive Session, if Necessary**

Mayor Svien called the meeting back into Regular Session at 7:40 p.m.

MOTION by Brandon Huckabee, second by Mark McClinton, to authorize the Stephenville Type B Economic Development Authority to continue to negotiate with Project Bronze Statue for economic incentives in an amount not to exceed that which was discussed in executive session. MOTION CARRIED by unanimous vote.

**ADJOURN**

The meeting was adjourned at 7:41 p.m.

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Doug Svien, Mayor

ATTEST:

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Staci L. King, City Secretary