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MEETING CITY COUNCIL MINUTES

DATE: June 13, 2023
TIME: 6:00 PM
PLACE: Elgin City Hall
8183 State Hwy 17

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its staff, attorney or to the recommending board, commission or committee.

1. Mayor Francois called meeting to order at 6:00pm.
2. Invocation given by Mayor Francois and flag salute led by Mr. Guevara.
3. Members present were JJ Francois, Kevin Mitchell, Nettie Evans, Fred Guevara, Travis Bennett, and Machel Reynolds, Clerk/Treasurer. All the members were present. A quorum was declared.
4. Consideration of Consent Agenda.
 - A. Acceptance of the minutes of Council meetings held May 9, 2023.
 - B. Acceptance of the payment of purchase orders.
 - C. Acceptance of estimated payroll for July 2023.
 - D. Acceptance of Treasurer's Report.
 - E. Acceptance of Police Report.
 - F. Acceptance of Fire Report.
 - G. Acceptance of Library Report.
 - H. Authorization to approve purchase of tinhorns for Streets Department, 2 - 18" @25' in the amount of \$1085 and 2 - 12" @25' in the amount of \$775 for a total amount of \$1860. (22-31-700)
 - I. Acceptance of Budget Amendment #2
 - J. Authorization to approve a onetime pay stipend to Jason Barrier in the amount of \$1800.00 to cover out-of-pocket expense from Street Cop Training Conference he attended. 01-03-607
 - K. Authorization to approve JJ Pro's for the music for Sounds of Freedom Concert, amount of \$15,000.

- L. Authorization to approve \$15,000 to be given to Fire Department for Fire prevention education.
- M. Authorization to accept Automatic Aid Agreement between Fire Protection Districts of the County of Comanche.
- N. Authorization to accept Interlocal Agreement with Comanche County.
- O. Authorization to accept temporary easement agreement from Larry & Janice Glover for Glover Circle project.
- P. Acceptance of engagement letter from Crawford & Associates for professional services for the preparation of Annual Financial Statements and General Accounting & Advisory Assistance.
- Q. Authorization to use escrow of \$2,720.50 to reduce 2023-2024 premium for Workers Comp renewal from OMAG.

Motion by Bennett 2d by Guevara to approve all consent agenda items. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.

- 5. Discussion and possible action on items removed from Consent Agenda. N/A
- 6. Mayor's report and presentation.
 - a. Presentation and discussion of a letter concerning economic development from Mayor Francais to potential restaurant developer.
- 7. Remarks from Council.
- 8. Mayor to Open Public Hearing for open discussion regarding Budget for 2023-2024. Mayor Francais opened hearing at 6:47 pm.**
- 9. Close Public Hearing. Mayor Francais closed hearing at 7:18 pm.**
- 10. Discussion, consideration, and possible action to adopt or reject the proposed budget and Resolution 23-18 for the City of Elgin for Fiscal Year 2023-2024 as proposed at the public hearing on the budget held on June 13, 2023 and possible approval or rejection of any amendments proposed and considered by the City Council at the meeting. Motion by Bennett 2d by Guevara to approve Resolution 23-18 for budget FYE 2024 as proposed with amendment for Animal Coordinator wages to be 30,000 a year part time instead of \$18,000 for GL 01-08-500. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
- 11. Discussion, consideration, and possible action concerning adopting a 10 year CIP list. Discussion only JJ will have a 10 year CIP on next meeting for approval. No Action
- 12. Discussion, consideration, and possible action to approve a work order with Garver Engineers to allow them to draft concept papers concerning long term strategic capital projects with cost not to exceed \$15,000. Motion by Bennett, failed to pass with lack of second motion.
- 13. Discussion concerning a partnership between CCMH and the City of Elgin concerning the possible construction of a standalone emergency room and a primary care facility to be located at Industrial Park.
 - a. Discussion of the creation of a Medical Park (Platting the acreage of the Dentist Office going west as a Medical Park.)
 - b. Discussion requesting EEDA to rename the unshaded portions of Industrial Park to something more reflective of a Commercial Park; Example – Elgin Commercial District or Commercial Loop District.
 Discussion only.
- 14. Discussion, consideration, and possible action concerning the name of Fort Sill Industrial Park, location, identity and possible adjustments to the name, plat identification and use. No Action, Discussion only.

15. Discussion, consideration, and possible action to approve estimate for Glover drainage project. Motion by Guevara 2d by Bennett to approve F5 Landworks in the amount of \$44,500 Glover drainage project. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
16. Discussion, consideration, and possible action to accept bid from RCJ Construction Inc. on Street Repair Project for streets listed below in the amount of \$318,589.63.
base work for 6" aggregate base, 3 inches of asphalt, saw cut and debris removal for Maple & Alma, Brandi & Maple, Maple & AppleCreek, Keeney & Apple Creek (West), Brandi & Keeney, Hershel & Keeney, H & 2nd, Sunset & Homestead (West on Sunset), Homestead (just North of Park), and Brown & Watts. Item Stricken
17. Discussion on termination of employment with Municipal Judge Jennifer Barger-Johnson. Discussion only, Paul will have Police Officers have a meeting with JJ for discussion of issues.
18. Discussion of the creation of a truck route. Discussion only
19. Discussion of COOP Loop. Discussion only
20. Discussion, consideration, and possible action to approve quote from Titan Pest Control. Motion by Guevara 2d by Bennett to approve Quote of \$700 from Titan Pest Control for fogging, will do two times for a total amount of \$1400. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
21. Discussion, consideration, and possible action to create a Dog Park at Osborne Park, with amount not to exceed \$11,000. Motion by Bennett 2d by Evans to Table this item. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
22. Discussion, consideration, and possible action to approve acceptance of land from Debbie McDonald at 2 Misty Morning to be used for the purpose of a Public Park. No consideration is giving for naming rights or otherwise. Item Stricken
23. Discussion, consideration, and possible action concerning creation of a no-knock list to be handed out to door-to-door salespeople. Motion by Mitchell 2d by Guevara to approve creation of a no knock list. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
24. Discussion, consideration, and possible action to approve spending up to \$500 for the purchase of signs that state no door to door sales without the purchase of a permit from the City. Motion by Guevara 2d by Guevara to approve spending up to \$500 to purchase signs. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
25. Discussion, consideration, and possible action to approve Ordinance 23-22 amending the Code of Ordinances of the City of Elgin title 3 Business and License regulations, chapter 4 Peddlers and Itinerant Occupations, section 3-4-4 application for License part D to prohibit Itinerant Vendors, solicitors or peddlers from practicing harassment, nuisance, theft, deceit, or menacing, troublesome, or otherwise unlawful activities during the course of business or activities, including but not limited to going onto private property for sales or solicitation on federal holidays. Motion by Guevara 2d by Evans to approve Ordinance 23-22. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
26. Discussion, consideration, and possible action to approve emergency clause for Ordinance 23-22 amending the Code of Ordinances of the City of Elgin title 3 Business and License regulations, chapter 4 Peddlers and Itinerant Occupations, section 3-4-4 application for License part D to prohibit Itinerant Vendors, solicitors or peddlers from practicing harassment, nuisance, theft, deceit, or menacing, troublesome, or otherwise unlawful activities during the course of business or activities, including but not limited to going onto private property for sales or solicitation on federal holidays. Motion by Bennett 2d by Guevara to approve emergency clause for Ordinance 23-22. Ayes; Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.

27. Discussion, consideration, and possible action to approve Ordinance 23-21 amending the Code of Ordinances of the City of Elgin title 4, Health and Sanitation; Chapter 1, nuisances; by repealing section 4-1-2, Administrative Officer Designated. Motion by Evans 2d by Guevara to approve Ordinance 23-21. Ayes; Evans, Guevara, and Bennett. Nays; Mitchell. Motion Carried.
28. Discussion, consideration, and possible action to approve emergency clause for Ordinance 23-21 amending the Code of Ordinances of the City of Elgin title 4, Health and Sanitation; Chapter 1, nuisances; by repealing section 4-1-2, Administrative Officer Designated. Motion by Evans 2d by Guevara to approve emergency clause for Ordinance 23-21. Ayes; Evans, Guevara, and Bennett. Nays; Mitchell. Motion Carried.
29. Discussion, consideration, and possible action to approve/deny low bid from Phil Britcher for Contractor for Nuisance Abatement. Motion by Guevara 2d by Evans to approve bid from Phil Britcher in the amount of \$30 an hour for weed eating, \$37 an hour for cutting grass for less than 18", and \$49 for cutting of grass for more than 18". Ayes; Evans, Guevara, and Bennett. Nays: Mitchell Motion Carried.
30. Adjournment

PASSED, APPROVED AND ADOPTED THE 11th DAY OF JULY 2023:

Machelle Reynolds, City Clerk