

Regular Meeting Minutes

February 16, 2023

7:00pm

1. **Call to order and announce quorum is present.**

Mayor Cardwell called the meeting to order at 7:00 pm, and announced a quorum was present. Those in attendance were: Mayor Crystal Cardwell, Councilmember Jennifer Hill, Councilmember Nathaniel Butler, Mayor Pro Tem Chris Raines, City Admin Staff Brittany Mayhue, City Admin Staff Michelle Peterson, Code Enforcement Officer Devon Kennedy, Public Works Director William Allen, and City Secretary Jenni Moore.

2. **Pledge of allegiance and invocation.**

Mayor Cardwell led the pledge and Councilmember Hill led the invocation.

3. **Mayor Update.**

Mayor Cardwell expressed excitement for city growth. She also thanked the heart for park for their work on the Valentine's event at the park. Mayor Cardwell gave an update on the library and upcoming programs also.

4. **Public Comments**

Dana Oatman of 356 County Road 4856 made a public comment to show support in favor of matching the park grant. Mrs. Oatman also commended the council on a job well done.

David Dahl of 702 Main St. made a public comment to show support in favor of matching the park grant. Mr. Dahl stated that he lives by the park and can see how beneficial the park improvements would be for the city. He expressed excitement for the idea of a walking trail being part of the improvements.

Kris Marques of 301 Mellown St. made a public comment in support of matching the park grant. She stated that there is value in parks and stated that both her and her husband are in support of using the funds for the park.

Darla Loggins of 504 Pettit Drive, made a public comment to show support in favor of matching the park grant. Mrs. Loggins stated she has been part of the park's activities for years. She state the need for a basketball court for the children and how the park benches and tables need to be put out. Mrs. Loggins also commended council.

5. **Presentation from Fire Chief Jerry Taylor for the Newark Fire Department.**

Chief Taylor began by expressing his support for the park grant. Chief Taylor gave a recap of 2022 for the Fire Department. He spoke of additional insurance purchased for Newark fire fighters as well as extra measures being taken to help prevent cancer causing issues for the fire fighters. Chief Taylor highlighted the EMS captain and his promotion to work on community health doing things such as CPR instructions, fall risk prevention and mental health advocacy. He shared regarding the anti-choking device that the Fire Department purchased and shared how there have been two lives saved by it already. Chief Taylor also shared that he met with Northwest ISD to discuss this device and getting it into the schools. The NFD has purchased an anti-choking device for Seven Hills Elementary, the Newark Library, a daycare in the community and the plan is to train all of the NWISD schools on how to use this new tool. Chief Taylor updated on the percentages of calls

calls stating 45% of calls were Fire and 55% were EMS calls with an 18% overall increase on call volumes in 2022. Budget increase from \$150,000 to \$209,000, the increase was through grants for multiple items to benefit the NFD and community. Chief Taylor discussed the increase in prices in supplies and equipment required for the fire department to serve the community. He also shared that the NFD currently has 28 members/volunteers.

6. **Consider and act on the following items:**

- A. **Council Meeting Minutes for January 19,2023.**
- B. **Accounts Payables for January 2023.**
- C. **Financial Statements for January 2023.**
- D. **Staff Reports- Municipal Court, Building Permits, Code Enforcement, Library, and Public Works for January 2023.**

Councilmember Hill motioned to approve agenda item number 5 as a whole. Councilmember Butler second the motion. All approved. Motion was passed.

7. **Discuss, consider and act on Ordinance number A-540, an ordinance amending the City of Newark's Code of Ordinances by amending Chapter 5, "Fire Prevention and Protection," article 5.01, "General Provisions," section 5.01.002, "Knox Boxes," requiring knox boxes at buildings, facilities, and structures that have restricted access.**

Fire Chief Taylor spoke about how Knox Boxes are secured boxes that would allow access to a building in an emergency and how important they are for the Fire Department to gain access. Chief Taylor expressed how important it is that we begin enforcing this ordinance.

Mayor Pro Tem Raines moved to act on ordinance number A-540 to provide three months to comply. Councilmember Hill second the motion. All approved. Motion was passed.

8. **David Hachtel at 511 Main Street, requesting relief for the sewer usage on his January 2023 utility bill.**

David Hachtel was not present; no action was taken.

9. **Discuss, consider and act on a request from Irene Acosta to place a new mobile home at 437 Sandy Bass Ln.**

Irene Acosta stated she purchased the home and would like to place it in Newark. There were also two representatives from the company who sold her the mobile home. They stated the size of the home to be 32x44, a double wide with 3 bedroom and 2 bathrooms. Code Enforcement officer informed council that this home would require two lots to be placed on this land and that this was only submitted for lot number 19. City Secretary Moore stated that the mobile home park did approve the home to be placed on lot 19. Public Works Director informed the homeowner and home seller that the driver who will be transporting the home will need to pay a \$1000 deposit that would be returned as long as nothing is damaged while transporting the home.

Mayor Pro Tem Raines motioned to act on the request from Irene Acosta to place a new mobile home at 437 Sandy Bass Ln. on lot 19 & 20. Councilmember Hill second the motion. All approved. Motion was passed.

10. **Discuss, consider and act on a request from Jeanine Muhawenimana to place a new mobile home at 433 Sandy Bass Ln.**

Jeanine Muhawenimana was present as well as a representative from the company that sold her the home. The representative stated that the home was a single wide that is 60x16. Mayor Pro Tem Raines noted that this complies with lot size restrictions. Mayor Cardwell noted the same requirements would be in place for the mobile home movers as with the last home discussed.

Mayor Pro Tem Raines motioned to act on the request from Jeanine Muhawenimana to place a new mobile home at 433 Sandy Bass Ln. Councilmember Hill second the motion. All approved. Motion was passed.

11. **Discuss, consider and act on Ordinance number A-541, an ordinance amending Chapter 2 "Animal Control," section 2.01.001 "Definitions" to Add Definitions; and amending Chapter 2, "Animal Control," to create article 2.12, "Unlawful Restraint of Dogs," to comply with chapter 821 of the Texas Health and Safety Code, subchapter e, relating to unlawful restraint of dogs and criminal penalties.**

Councilmember Hill made a motion to accept Ordinance number A-541, amending chapter 2 of the animal control. Councilmember Butler second the motion. All Approved. Motion passed.

12. **Discuss, consider and act on the approving the engineering phase for the new water wells and storage tank.**

Public Works Director William Allen stated that they are requesting to allow the Mayor to make the decision to move forward on the engineering phase only so the process can move forward. Mayor Pro Tem Raines motioned to act on providing Mayor approval to start engineering phase for the new water wells and storage tank. Councilmember Butler second the motion. All approved. Motion passed.

13. **Discuss, consider and act on funding for the grant match of \$150,000 for the Texas Parks and Wildlife Commission Park grant.**


Mayor explained some of the plans for the park, stating that the park benches pictured are already owned by the city, however this would be the cement support to install them and the picnic tables so they could not be moved or stolen. Council discussed the future maintenance and details of the plans presented. Mayor Cardwell discussed the options that are being researched for restroom facilities for the new park renovations. Mayor Cardwell explained the process of what happens next for the improvements.

Councilmember Hill motioned to act on item number 13 to approve the funding for the grant match of \$150,000 for the Texas Parks and Wildlife Commission Park grant. Councilmember Butler second the motion. All approved. Motion passed.

14. **Meeting Adjourn.**

Mayor Cardwell adjourned the meeting at 8:08 pm.

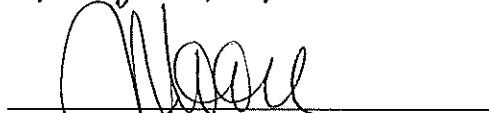
APPROVED:



Crystal Cardwell, Mayor

3-24-23

Date



Jenni Moore, City Secretary

