

## City Council Meeting Minutes

March 20, 2025

7:00 p.m.

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

Mayor Pro Tem Christopher Raines called the meeting to order at 7:00 pm and announce a quorum was present. Those present were Mayor Pro Tem Christopher Raines, Councilmember Jennifer Hill, Councilmember Melanie Payne, City Secretary Jenni Moore, Public Works Director William Allen, Code Enforcement Officer Devon Kennedy, City Attorney Susan Thomas, City Admin Staff Brittany Mayhue and City Admin Staff Michelle Peterson

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

Mayor Pro Tem Christopher Raines led the pledge of allegiance and Councilmember Hill led the invocation.

**3. Mayor Update.**

There was no mayor update.

**4. Public Comments:** This portion of the agenda is the public's opportunity to address the Council about any item listed on the agenda, except public hearings. Comments related to public hearings will be heard when the specific hearing begins. Individuals wishing to make public comment shall sign up to speak before the start of the meeting. Public comments are limited to three (3) minutes per speaker, unless otherwise required by law. Per the Texas Open Meetings Act, the Council is not permitted to take action on or discuss any item not listed on the agenda. Items suggested for action may be placed on a future agenda, at the Council's sole discretion.

Susie Youngblood of 511 Berke St. spoke regarding the need to address the ordinance regarding 18 wheelers driving on the roads of the City of Newark.

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

Assistant Fire Chief Justin Davis gave the Newark Fire Department 2024 update.

**CONSENT AGENDA** *(Items listed on the consent agenda allow the Council to approve all items together without discussion or individual motions. Items may be removed from the consent agenda on the request of any one member of the Council. Removed items will be discussed and action taken immediately after the consent agenda.)*

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

- a. **Council Meeting Minutes for February 20, 2025**
- b. **Accounts Payables for February 2025**
- c. **Financial Statements for February 2025**
- d. **Staff Reports- Municipal Court, Building Permits, Code Enforcement, and Public Works for February 2025**

Councilmember Hill motioned on number 6 to accept items A-D as a whole. Councilmember Payne second the motion. All approved. Motion was passed.

## **REGULAR AGENDA (NON-CONSENT)**

**7. Discussion, Consideration and possible action on Pinnacle Bank's Positive Pay services, which may reduce the City's exposure to fraud risk.**

Hayden Holbrook and Kristie Henry from Pinnacle Bank were present to provide council with information regarding how Pinnacle Bank Positive Pay can benefit the city. Councilmember Hill motioned to approve as stated by the City Attorney. Councilmember Payne second the motion. All approved. Motion was passed.

**8. Public Hearing: Replat submission request from Jon Young, for property located in the City of Newark, 0.8400 Acres out of the CT. Brush Survey, Abstract No. 93 and Lot 8-9 & 6-7 & PT 3-4 Box Addition, more commonly known as 416 FM 718, Newark, TX 76071.**

Mayor Pro Tem Raines opened the public hearing at 7:20 pm. There were no public comments. Mayor Pro Tem Raines closed the hearing at 7:21 pm.

**9. Consider, discuss, and act on the Replat submission request from Jon Young, for property located in the City of Newark, 0.8400 Acres out of the CT. Brush Survey, Abstract No. 93 and Lot 8-9 & 6-7 & PT 3-4 Box Addition, more commonly known as 416 FM 718, Newark, TX 76071.**

Councilmember Payne motioned to approve the replat submission request from Jon Young, for property located in the City of Newark, 0.8400 Acres out of the CT, Brush Survey, Abstract No. 93 and lot 8-9 & 6-7 & PT 3-4 Box Addition, more commonly known as 416 FM 718, Newark, TX 76071.

**10. Discuss, consider and act on selecting an energy company as the City's electric service provider.**

Councilmember Hill motioned to approve Shell energy as the energy company as the city's electric service provider for a 2-year contract. Councilmember Payne second the motion. All approved. Motion was passed.

**11. Consider and act on the appointment of Kevin Steidel to the vacant seat on the Municipal Development District ("MDD") Board of Directors.**

Councilmember Hill motioned to appoint Kevin Steidel to the vacant seat on the Municipal Development District ("MDD") Board of Directors. Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

**12. Consider and act upon approval of a service agreement for the MDD Board of Directors and EDP Best Practices for consultation services.**

Councilmember Hill motioned to approve the service agreement for the MDD Board of Directors and EDP Best Practices for consultation services. Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

**13. EXECUTIVE SESSION** - In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

- A. Section 551.071 Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, re:**
  - i. Ordinance No. A566 amending the City Code of Ordinances APPENDIX A - FEE SCHEDULE, ARTICLE A.7000 UTILITY FEES, SECTION A7.003 MISCELLANEOUS UTILITY FEES, subsection (d), "Deposit and tap fees" to update Water and Sewer Tap Fees and add "Meter Set Fees."**
  - ii. City Code of Ordinances Sections 112.05.004, Truck Routes, 112.05.005, Weight, and size limits, and 2.005.006, Permits for overweight and oversize vehicles.**

Mayor Pro Tem closed into executive session at 7:32 pm.

**14. RECONVENE INTO OPEN SESSION** - In accordance with the Texas Government Code Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

Mayor Pro Tem reconvened into open session at 8:38 pm

**15. Public Hearing: regarding Ordinance No. A566 amending the City Code of Ordinances APPENDIX A-FEE SCHEDULE, ARTICLE A.7000 UTILITY FEES, SECTION A7.003 MISCELLANEOUS UTILITY FEES, subsection (d), "Deposit and tap fees" to update Water and Sewer Tap Fees and add "Meter Set Fees."**

Mayor Pro Tem opened the public hearing at 8:39 pm. There were no public comments. Mayor Pro Tem closed the public hearing at 8:39 pm.

**16. Consider, discuss, and act on Ordinance No. A566 amending the City Code of Ordinances APPENDIX A - FEE SCHEDULE, ARTICLE A.7000 UTILITY FEES, SECTION A7.003 MISCELLANEOUS UTILITY FEES, subsection (d), "Deposit and tap fees" to update Water and Sewer Tap Fees and add "Meter Set Fees."**

Councilmember Hill motioned to approve motion number 16. Councilmember Payne second the motion. All approved. Motion was passed.


**17. Discussion, and possible action regarding City Code of Ordinances Sections 112.05.004, Truck Routes, 112.05.005, Weight, and size limits, and 2.005.006, Permits for overweight and oversize vehicles.**

Councilmember Hill motioned on number 17, to direct CotJenni to map existing truck routes according to the ordinance, price signage and to work with public work to develop a new route. Councilmember Payne second the motion. All approved. Motion was passed.

**18. Meeting adjourned.**

Mayor Pro Tem Raines adjourned the meeting at 8:41 pm.

APPROVED:

  
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Crystal Cardwell, Mayor

  
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Jenni Moore, City Secretary



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Date

