**MINUTES**

**FRITCH CITY COUNCIL REGULAR SESSION**

**TUESDAY MARCH 21, 2017**

**CITY ANNEX 509 W. BROADWAY FRITCH, TEXAS**

**7:00 P.M.**

1. **Call to order. Welcome Citizens and Visitors.** Meeting called to order by Mayor W. Kelly Henderson at 7:00 p.m. Council members present: Denise Campbell, Richard Hein, Arturo Gutierrez and Arlin Audrain. Dwight Kirksey was absent. City employees present: Manager Drew Brassfield, City Secretary Cindy Cook and Museum Director Stephanie Davidson. Fire Chief Ed Adamson, Kendal Glover with the Fritch EDC and Mr. and Mrs. Fred Ruland representing the Senior Citizens Sunshine Club were also present.
2. **Invocation and Pledge of Allegiance.** Invocation given by Councilmember Audrain.
3. **Open forum – Comments/Concerns from Citizens.** No speakers for open forum.
4. **Consent Items:**
   1. **Approve minutes of the following meetings: February 21, 2017.**
   2. **Approve accounts payable.**
   3. **Amend Resolution 2017 – 1 on the location and election officials for Early Voting April 24 – May 2, 2017 and Election Day May 6, 2017.**
   4. **Approve Resolution 2017 – 6 authorizing an agreement with the Sanford-Fritch Independent School District.**
   5. **Approve Interlocal agreement with Sanford-Fritch Independent School District.**
   6. **Approve interlocal agreement with Hutchinson County for lease of election equipment.**
   7. **Discuss and take action to remove Monte Leggett, Sr. and Steve McKay from all City of Fritch bank accounts.** Motion made by Mayor Pro Tem Hein to approve the consent items as presented. Second made by Councilmember Audrain. Vote 4/0.
5. **New business:**
6. **Discuss and take action on lease of the Senior Citizen’s building to the Sunshine Club, Inc.** Mrs. Fred (Kee) Ruland asked the Council to change the term of the lease from seventeen (17) years to twenty (20) years. Mayor Pro Tem Hein asked why the City was paying for the cable bill for the senior citizen’s building. Mrs. Ruland explained that it was put in so the members could be aware of impending bad weather especially during tornado season. Motion was made by Mayor Pro Tem Hein to approve the lease as amended to twenty (20) years. Second made by Councilmember Gutierrez. Vote 4/0.
7. **City Staff & Affiliated Entities reports**
   1. **Report from City Manager.** Joe Hamiltonhas been brought on as the Interim Chief of Police. We were continually finding more and more issues that needed attention. It was becoming more and more difficult for me to split my time up adequately between City Manager and Chief. I just couldn’t do it so I bit the bullet to bring Joe in. He has forty (40) plus years of law enforcement experience. He has only been here since a week ago today and he has already made progress by leaps and bounds. We are going tomorrow to meet with the Chief from West Texas A&M University and the Chief from Plainview. We are going to sit down and finalize our list of candidates for the Chief of Police position. Joe has already conducted some pre-interviews and feels confident that we have four strong candidates for the chief’s position. Stephanie Davidson is also one of our newest additions. She has far exceeded my expectations especially with the Museum. As things settle down in the way of transition to a new Chief of Police, we will move her over to the Police Department to receive some training there so she can begin to split her time up between the Police Department and the Museum. She has also been a big help over at City Hall. TML Region 2 meeting will be on April 20. I would certainly encourage any of you and your spouses to attend. If you’re interested in going, let me know so we can do the registration. The Underwood Law Firm and Franklin Publishing are hosting their municipal law seminar next month as well. If possible, Cindy and I will both go to the seminar.

Councilmember Campbell asked about the plumbing at City Hall and Manager Brassfield explained that it was now fixed. Mayor Pro Tem Hein asked about progress on the dirt roads. Manager Brassfield said he had been discussing the issue with Public Works Director Cody Benge. We have talked to the County Commissioner and he has offered his assistance on that. It’s a matter of getting material for the roads. The maintenance crew has been fixing potholes and water leaks continue to be a major issue. Manager Brassfield informed the Council that he had spent some time with a couple this afternoon that have been having some issues with their water meter reading strange. It would read routinely around six thousand gallons and then jump to a hundred thousand gallons. So we are investigating the situation. Councilmember Audrain asked for a report that would give information on how many hours are spent on repairing leaks, working on roads, etc.

* 1. **Report from Chief of Police**  Interim Chief Joe Hamilton absent.
  2. **Report from Public Works Director** Absent
  3. **Report from Fire Chief** Fire Chief Adamson reported the following calls to the Council: 1 call in Carson County for 5.56%, 4 calls within the City for 22.2%, and 13 calls in Hutchinson County for 72.2%. We are looking good on our CWPP (County wide protection plan). We did a large portion of the other half of the CWPP this week. We have about three fourths of it done now. We have about three fourths of a mile yet to complete for the protection of the city. In the spring, our weather sirens will be tested. They will be tested at 7:00 p.m. on the second and fourth Mondays of the month during our regular meeting of the month. The weather will start changing soon. Councilmember Audrain asked if there was any one particular source that stands out for the fires that the community could watch out for. Chief Adamson said the largest portion have been started by electrical lines whipping in the wind. Very few have been caused from people burning trash or charcoal fires which is really surprising. Xcel has placed spacers between the lines to slow down the whipping. Mayor Pro Tem Hein asked about the progress on the emergency notification system that the council had approved. Chief Adamson said he did not know. The Fire Department is using a system that tells who is responding. Manager Brassfield said he would find out. Manager Brassfield also said that he had not found an Emergency Management Plan for the City and if there is not one, he will work on getting one in place.
  4. **Museum Report** Museum Director Stephanie Davidson told the Council that she had started on March 1st and officially opened on the 3rd. Between the third and seventeenth, the Museum had 53 visitors. We have a few new exhibits. We have one on the history of Fritch and one on fossils which had previously been stored. Director Davidson is looking at some grants and funding to put in a science activity room in the Museum because there is no activity for smaller children other than the fish tanks. This would provide learning in science for them. She has also filled out a grant letter from Phillips 66. There is a new exhibit on the lake. It is very important to promote the lake. We have brochures placed near the exhibit. The exhibit details the lake levels at Harbor Bay from 2014 to February of 2017. It shows the levels from 25 feet to 63.18 feet. Bringing people to the lake helps the city’s economy. Director Davidson is also a photographer and has donated some of her pictures to help raise funds for the Museum.
  5. **Court Report.** Report in council packet.
  6. **E.D.C. Report.** President Kendal Glover said regarding last month’s meeting, we had a workshop where we reviewed everything. For the most part we are in agreement except for the $20,000 that was allotted for the park fund that was claimed to be given regardless of whether the city received the grant. We couldn’t tell where those funds went whether it went into General so we would like to get with the Council or City Manager and see that those funds are spent at the park. The EDC does not want the money back and this would be a good faith effort on both our parts. We also approved to have Stephanie Davidson do landscaping around the welcome signs with various shrubs, trees and grasses and to install lighting so the signs would be visible at night. We ask that you would approve that as well so we need it on the agenda. Councilmember Campbell asked where we are at on the Frisbee golf. President Glover said all of the baskets and signs are installed. We are waiting on one contractor to put up the main course sign, order a couple of benches and do some small stuff. Borger has been coming over once a month and playing a tournament. They really enjoyed it. Amarillo has even come over. Lowe’s Grocery is selling the Frisbees and supplies.
  7. **Crime Control Report.**

1. **Mayoral/councilmember announcements.**
2. **Questions from the Media.**
3. **Future agenda items.** Approval for landscaping and lighting for EDC.
4. **Convene into Executive Session:** Council went into Executive Session at 7:28 p.m. on Section 551.074 personnel matters.

**The Fritch City Council reserves the right to adjourn into a closed meeting at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code;**

* 1. **Section 551.071 (consultation with attorney)**
  2. **Section 551.072 (deliberations regarding real property)**
  3. **Section 551.073 (deliberations regarding prospective gift)**
  4. **Section 551.074 (personnel matters)**
  5. **Section 551.076 (deliberations about security devices)**
  6. **Section 551.087 (Economic Development)**

1. **Reconvene into Open Session.** Council reconvened into Open Session at 8:11 p.m. No action taken.
2. **Adjournment.**  Councilmember Campbell made the motion to adjourn. Second made by Mayor Pro Tem Hein. Vote 4/0.

**READ, PASSED AND APPROVED on this \_\_\_\_\_ day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017.**

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**Mayor W. Kelly Henderson Cindy Cook, City Secretary**