

**CITY OF BURTON**  
**COUNCIL MEETING MINUTES**

A Regular and Workshop Meeting of the Burton City Council at 5:30 p.m. was held on **TUESDAY, JUNE 13, 2023**, in the Burton City Hall at 12200 E. Mulberry Street Spur 125, Burton, Texas.

**Members Present:**

Mayor Karen Buck

Councilmember Paul McLaughlin

Councilmember Nathan Kalkhake

Councilmember Tommie Gilmon

Councilmember Jeff Eckhardt

Councilmember Macey Tidwell

**Members Absent:** None

**Others Present:** City Secretary Angela Harrington

**Citizens Present:** Joan Rogers, Jerri Linke, Josh Blaschke (KWHI), Tiffany Eckhardt, Lindsey Bubert, Lucas Banda (Banner Press) and Ned Ross

1. **Mayor Karen Buck called the meeting to order at 5:30 pm. A quorum was established and all in attendance were led in the Pledge of Allegiance.**
2. **Citizen Presentations** – None
3. **CONSENT AGENDA**
  - (1) **Minutes of the May 16, 2023 Regular Council Meeting**
  - (2) **Financial Reports-Revenue & Expenditures**
  - (3) **Mayor’s Report** – Attached
  - (4) **City Secretary’s Report** – Attached
  - (5) **Utility Report** – None given.
  - (6) **BOCC Report** – Councilmember Paul McLaughlin informed Council of several things regarding the BOCC:
    - A meeting of the BOCC Committee will take place at Neon Moon on May 28<sup>th</sup> at 6pm.
    - An extension of fencing at the Laas-Weeren Park has been completed with the expectation that it will help to hide an undesirable view.
    - At the upcoming meeting, there will be discussion about moving the flag pole and placing a panther statue in the place of the broken drinking fountain that is on a petrified wood monument.

A motion was made by Councilmember Kalkhake and seconded by Councilmember McLaughlin to **ACCEPT** the consent agenda.

FOR: Eckhardt, Gilmon, Tidwell

AGAINST: None

The motion passed.

5. **DISCUSSION, CONSIDERATION AND/OR ACTION TO APPROVE, ACCEPT, DENY, REMOVE OR TABLE ON:**

There were no discussion, consideration and/or action items.

6. **Adjournment of the Regular Meeting** took place at 5:47 pm and Council reconvened into a **Workshop Meeting**.

Discussion Item: City Owned Property Maintenance Contract  
(Groundskeeping & Vegetation Management)

Mayor Buck gave a handout on her bullet points to consider in the discussion:

- 1) City Contract
  - a) Changes when BOCC makes changes to the park
  - b) Liability concerns/issues around supplying the contract worker with chemicals sans safety gear, training, etc.
  - c) The city needs firm numbers to be able to accurately Budget funds.
- 2) BOCC (Burton Beautification & Compliance Committee)
  - a) The committee pays for improvements but not the added cost of maintenance.
  - b) The committee does not make the public aware: of who serves on the committee, of when the board meets, of the spending sources and of the limitations on spending as governed by the Open Meetings Act and Public Information Act
- 3) Contract Worker(s)
  - a) Contractor needs to be responsible for providing and maintaining any chemicals used in the duties of groundskeeping and maintenance due to liability issues for the City.
  - b) Contractor needs to provide proof of liability insurance including a clause defending, indemnifying and holding harmless the City, its officials, agents and employees from any possible issue.
  - c) Contractor will directly report to the City Secretary.
  - d) Contractor bids should be all inclusive and not a la carte.

Councilmembers were provided 4 estimates that were collected from Contractors to consider for approval at the July meeting. Councilmember Eckhardt commented on the wide range in bid amounts.

7. The **Workshop Meeting was adjourned** at 6:00 pm.  
FOR: Eckhardt, Gilmon, Kalkhake, McLaughlin, Tidwell  
AGAINST: None

Attest:

  
\_\_\_\_\_  
City Secretary Angela Harrington

  
\_\_\_\_\_  
Mayor Karen Buck

## Monthly Mayor's Report June 2023

It has been a quick first month in office. Mostly, I have been doing a lot of orientation and learning.

I met with Washington County's Emergency Management Coordinator, Bryan Ruumke in mid-May. Mr. Ruumke recommended that take several courses in the FEMA Emergency Management Independent Study Program. I have completed the following -

- +National Incident Management System, An Introduction (3.5 hrs)
- +Introduction to Incident Command System (2 hrs)
- +Basic Incident Command System for Initial Response (4 hrs)
- +National Response Framework, An Introduction (3 hrs)

I have also complete the required classes by the State of Texas for elected officials on the Open Meetings Act as well as the Public Information Act. Additionally, I have also taken the Texas Municipal League's course on Cybersecurity Awareness Training.

On Wednesday and Thursday (June 7 & 8), I will complete 12 more hours on City Hall Essentials/Municipal Essentials. Topics included are - Open Meetings; Open Records; Ethics; Ordinances v. Resolutions v. Proclamations; Official Liability & Immunity; Purchasing; Finance Basics; and Social Media & City Hall.

Further FEMA training with both Washington County officials as well as Texas Department of Emergency Management has been scheduled for mid-June. I will also be attending the Texas Municipal League's training event for newly elected officials in July.

Angela and I have been watching the outcomes of this past legislative session of the State of Texas. We are aware of SB28/SJR 75 which includes funding to address water infrastructure projects. We will continue to watch and wait as that bill sits on Gov. Abbott's desk and hopefully comes before the voters in the fall.

While most of what I have been working on is the "technical stuff" of both the office of mayor and for the city, I would like to spend time with the city council, perhaps in a workshop in late summer, so that we can begin focusing on the adaptive parts of leadership for Burton together. In other words, begin thinking about how to engage our community in a conversation that moves the town forward with a vision. Where will/can Burton be in 5 years? How can we support current local businesses as well as prepare for growth?

Ideally, I think it would be nice for the elected officials to host a town hall format to listen to the citizens' ideas as well as learn more about what types of talents and resources they have to share with our community as we move forward together and with a plan.

In the meantime, I am going to begin contacting leadership from area agencies, civic organizations, and the school district inviting them to share with the city council (and any visitors to our meetings) about their specific area of service, activities, etc. I think that it would be great to hear more about what others are doing in and around our town.

## Secretary's Report

June 13, 2023

1. I asked Jill Phinney of LCMS about the expected time frame to receive confirmation on approval of our application for the General Land Office Community Development Block Grant Mitigation Method of Distribution through Brazos Valley Council of Governments. The application is to use the funds toward a second water well. She responded saying "Well, don't hold your breath.... Honestly? I'd say 6 months if we are lucky. We have jurisdictions that submitted in November of last year that are still not under contract...."
2. On Thursday, June 15<sup>th</sup>, I will be attending a Texas Water Development Board Meeting on Financial Assistance Programs. Does anyone have a specific question they would like me to ask?