



**City of Willow Park
City Council
Regular Meeting
516 Ranch House Road, Willow Park, TX 76087
Tuesday, February 11, 2014 at 7:00 p.m.
Minutes**

Section I – Presentations

1. Call to Order

Mayor Neverdousky called the meeting to order at 7:00 PM

2. Determination Of Quorum

Mayor Richard Neverdousky
Councilmember Brian Thornburg
Councilmember Gene Martin
Councilmember Amy Podany
Councilmember Dan Stalling
Councilmember Bernard Suchocki

Staff Present:

City Administrator Matt Shaffstall
City Secretary Yael Hoffman

3. Invocation & Pledge of Allegiance

Mayor Neverdousky started the meeting by giving the invocation and leading the room in the Pledge of Allegiance

4. Special Recognitions

5. Citizen Presentations & Public Comment

Section II – Consent Agenda

6. Approve and Act on Consent Agenda

- i. Joint Workshop Meeting – 12-10-2013
- ii. Regular Meeting Minutes – 1-14-2014
- iii. Special Meeting Minutes – 1-21-2014
- iv. Accept City of Willow Park Police Department's Racial Profiling Report

***Councilmember Suchocki made a motion to add input draft to minutes of joint workshop meeting. Councilmember Martin added an amendment to clarify that because the meeting was a workshop, the minutes should state that there was a general consensus that the merge would complete on October 1. Amendment was accepted.

Seconded by Councilmember Martin

Aye votes: Councilmembers Thornburg, Martin, Podany, Stalling and Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

***Councilmember Suchocki moved to approve the Joint Workshop Meeting minutes from 12-10-2013, Regular Meeting Minutes from 1-14-2014, Special Meeting Minutes from 1-21-2014, and to accept the City of Willow Park Police Department's Racial Profiling report.

Seconded by Councilmember Martin

Aye votes: Councilmembers Thornburg, Martin, Podany, Stalling and Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section III – Public Works

7. Consider and Act to review and authorize a change order to the executed contract to provide certain improvements to the Municipal Waste Water Treatment System.

***Councilmember Martin moved to have the change order to the wastewater lift station project be accepted, that will reduce the contract amount by \$36,806. Councilmember Suchocki added an amendment that the overall cost of the project would cost the city an additional \$8,194. Amendment was accepted.

Seconded by Councilmember Thornburg

Aye votes: Councilmembers Thornburg, Martin, Podany, Stalling and Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section IV – General Item

8. Discussion/Action – To consider and take action on Ordinance No. 677-14, an Ordinance authorizing calling a Municipal Election on the uniform election date of May 10, 2014 to elect certain Municipal Officers for the Office of City Council Members: Place No. 3, Place No. 4, and Place No. 5.

***Councilmember Suchocki made the motion to approve. Councilmember Thornburg added an amendment to change the date on the ordinance in section three from “May 2015” to “May 2016.” Amendment was accepted.

Seconded by Councilmember Podany

Aye votes: Councilmembers Thornburg, Martin, Stalling, Suchocki and Podany

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

9. Discussion/Action – To consider and take action relating to the Office of the City Secretary and Deputy City Secretary.

A. To consider and act to accept the resignation of the Incumbent City Secretary

***Councilmember Martin moved to regretfully accept the resignation submitted by Yael Hoffman.

Seconded by Councilmember Podany

Aye votes: Councilmembers Thornburg, Martin, Stalling, Suchocki and Podany

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

B. To consider and take action to appoint qualified persons to the Office of the City Secretary and Deputy City Secretary

***Councilmember Martin moved to appoint Candy Scott as the interim City Secretary and directed city administration to take steps to identify candidates to fill the position on a permanent basis for approval by City Council and to delegate the duties of the City Secretary position.

Seconded by Councilmember Thornburg

Aye votes: Councilmembers Thornburg, Martin, Stalling, Suchocki and Podany

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

10. Discussion/Action - to authorize the Mayor to enter into Professional Service Contracts, for the benefit of the City, with the following business, corporations or entities:

A. Franklin Legal Publishing, INC. – Municipal Code Re-codification Services

***Councilmember Suchocki made the motion to table the item until a later date.

Seconded by Councilmember Martin

Aye votes: Councilmembers Thornburg, Martin, Stalling, and Suchocki

Nay votes: Councilmember Podany

Abstained: None

Motion passed with a vote of 4-1-0

B. Jacob and Martin, Ltd – Professional Engineering Services

***Councilmember Martin made the motion to approve the professional services contract for engineering services with Jacob and Martin, Ltd, as marked up by Attorney Rider Scott.

Seconded by Councilmember Thornburg

Aye votes: Councilmembers Thornburg, Martin, and Podany

Nay votes: Councilmembers Stalling and Suchocki

Abstained: None

Motion passed with a vote of 3-2-0

C. Bureau Veritas North America, Inc – Certain Building and Code Inspections work and plan review

***Councilmember Martin made the motion to table the contract from Bureau Veritas.

Seconded by Councilmember Suchocki

Aye votes: Councilmembers Thornburg, Martin, Stalling, Suchocki and Podany

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

Section V – Council Requested Items

11. Discussion/Action: A motion to schedule the next regular City Council meeting on March 18, 2014.
(Councilmember Thornburg)

***Councilmember Thornburg made the motion to move the regularly scheduled meeting for the month of March to the following Tuesday, March 18, 2014.

Seconded by Councilmember Podany

Aye votes: Councilmembers Martin, Podany, Thornburg, Stalling, and Suchocki

Nay votes: None

Abstained: None

Motion passed with a vote of 5-0-0

12. Discussion/Action: To identify items for amendment in Chapter One (1) through Chapter Eleven (11) of the Code of Ordinances of the City of Willow Park to support the codification update process.
(Councilmember Martin)

No action taken

13. Discussion/Action: Status update on draft of Fire Department Ordinance, memorandum of understanding, updated time-map and action item list. (Councilmember Suchocki)

No action taken

Section VI - Informational

14. Mayor & Council Announcements

Councilmember Martin discussed working with other municipalities and TML in response to Upper Trinity Ground Water District fines and notices.

15. City Administrator's Report

- A. Set Public Hearing date for moratorium on off-premise advertising signage including billboards
- B. Hog traps are working. Eleven have been caught so far.

Section VII – Executive Session

Mayor Neverdousky recessed to executive session at 8:20 PM

16. Executive Session

A. Consultation with Attorney

- i. Legal update – ES & CM v Willow Park*
- ii. Personnel – City Administrator, City Secretary, Public Works Director*
- iii. Economic Development*

Mayor Neverdousky reconvened to open meeting at 9:31 PM

Section VIII – Adjournment

17. Adjournment

Mayor Neverdousky adjourned the meeting at 9:31 PM

APPROVED

Richard Neverdousky, Mayor
City of Willow Park, Texas

Minutes Prepared By:

Josh Armstrong,
City of Willow Park, Texas