

Town of Oak Valley

2211 Oak Valley Lane
Corsicana, Texas 75110

December 12, 2023

MINUTES

In attendance

Mayor **Max Taylor**. Aldermen - **Norma Finnen**, **Rebecca Chandler**, **Leon Ward** and **Kendall Walker**. Secretary - **Kelli Burkey**. Absent: **Randy Burkey**.

Mayor **Max Taylor** called the meeting to order at 6:01 PM
Kendall Walker gave the invocation.

Agenda

Review and Approval of Previous Town Hall Meeting Minutes:

Minutes for November were reviewed and approved.

Motion made to accept November Minutes by **Leon Ward** and seconded by **Rebecca Chandler**. Motion carried and approved by majority vote.

Minutes for the December 7th Emergency Meeting were reviewed and approved.

Motion made to accept December Emergency Meeting Minutes by **Rebecca Chandler** and seconded by **Norma Finnen**.

Bills to be paid / Financial Report:

Bills to be paid were discussed and reviewed as follows:

1. Check for \$100.00 to Kelli Burkey for secretarial/treasurer services.
2. Corbet Water Supply electronic debit of \$37.31
3. Hudson Energy electronic debit of \$10.59 (security light account)
4. Hudson Energy electronic debit of \$318.73 (building account)

Financial Reports were discussed and reviewed as follows:

GENERAL ACCOUNT:

1. State Comptroller deposit \$897.19
2. Misc Deposit of \$618.00 - cash from community garage sale.
3. Building expense \$749.40 - 30 folding chairs for building.
4. Misc Expenses \$29.24 - Home Depot garage sale sign supplies and Copy Center of Corsicana annexation map printing.
5. Legal and Advertising \$599.00 - annual fee for SAM System (System of Award Mgmt). Required for grants.
6. Ending balance for November, \$96,186.13.

GRANT ACCOUNT:

1. No activity.
2. Analysis Activity SC \$2.15
3. Ending balance for October, \$26,200.12

MONEY MARKET ACCOUNT:

1. No activity.
2. Interest Deposit \$1.48
3. Analysis Activity SC \$10.82
4. Ending balance for October, \$7,209.18

Motion made to approve **Bills to be paid** and **Financial Reports** by **Norma Finnen** and seconded by **Leon Ward**. Motion carried and approved by majority vote.

Public Works Reports:

Building & Permits:

Mayor Max Taylor indicated that the Residential Building Permit has been updated to include Electrical and Plumbing Contractor names. Updated form is also on the website. Blank Permit forms for Residential and Non-Residential were provided to each alderman.

Road & Bridges Report:

Randy Burkey - In **Randy Burkey's** absence, **Mayor Max Taylor** passed on the update Randy had provided via email.

Randy had put out 10 bags of Rock Asphalt on Tuesday 12/5 along Oak Valley Lane and 25 bags on Friday 12/8 on Liberty Drive. This leaves a remaining inventory of 31 bags available. He will talk to **David Brewer** about ordering another pallet of material for Oak Valley

when the County reorders. The Rock Asphalt appears to be holding up well and is not difficult to use. He can put out 10 bags in roughly one hour including prepping the potholes by using a pickaxe to cut the edges and then using a leaf blower to clear out the loose material.

Mayor Max Taylor agrees that the rock asphalt is working and holding up and everyone appreciates the work.

As discussed in a previous meeting, **Randy Burkey** has been authorized to purchase road materials without council vote, as long as it is within the approved budget amount.

- **Update on Road Drainage Grant Project - Mayor Max Taylor** updated that the contractor will be unloading materials tomorrow, 12/13, probably in the area where Atmos is on Liberty Dr. As work begins, residents will probably need to detour. Max will post this information on the website and Facebook tonight.
- **Update on Navarro County's Commissioner Court Approval of MOU - Mayor Max Taylor** updated that the proposed Interlocal Agreement with Navarro County was approved by the Commissioners Court. Road work will probably happen around June or July timeframe. We will need to determine the best top layer. The County is only able to do oil sand. Additional contract labor would be needed if we go with chip seal, super sand mix or asphalt. The oil sand, chip seal and super sand mix could be comparable in price.

Commerce Report:

Update on Annexation Plans - Kendall Walker met with the client and will hopefully be able to schedule a meeting with management in a couple of weeks.

Fire Department Report:

None

Navarro County Sheriff's Dept. Report:

None. The Sheriff's Dept has been extended an open invitation to come to any of our monthly meetings.

Civic Events in December:

Lynette Horton updated that the Ladies of Oak Valley combined their get together for Nov and Dec and had a great time. They will go back to their regular meeting time in January. They've discussed possibly adding a book club, yoga or exercise class in the Spring.

It was also discussed about having a New Year's Eve get together at the community center with the Town providing the chili and residents bringing desserts. **Mayor Max Taylor** agreed that the council would support that if the group wanted to organize it.

Old Business:

- **Changeable magnetic signs for Town Hall - Kelli Burkey** will check with Jerry's Signs to confirm options and pricing.
- **Legal Contract for annexation - Mayor Max Taylor** spoke about the legal firm of Taylor, Olson, Adkins, Sralla and Elam (TOASE) that he consulted regarding possible annexation and ETJ expansion. This firm came recommended by Terry Jacobson as having expertise and knowledge of the annexation process in Texas.
Upon discussion and review of the Legal Services Agreement prepared by TOASE, a motion was made to accept and approve the terms by **Norma Finnen** and seconded by **Rebecca Chandler**. Motion carried and approved by majority vote.

We are in receipt of the law firm's initial Statement for the amount of \$1,137.50. After discussion and review, motion was made to pay the current bill to TOASE by **Norma Finnen** and seconded by **Leon Ward**. Motion carried and approved by majority vote.

New Business:

May 4, 2023 Election for Aldermen, Places 3, 4 & 5 (Norma, Becky, Leon):
Per **Mayor Max Taylor**, filing dates start January 17, 2024 and end February 28, 2024 and will be posted on Oak Valley's website.

- **Approval of a Joint Contract for Election Services with the Navarro County Elections Administrator (\$175) - Mayor Max Taylor** presented council with the Joint Contract for review. This contract ensures that election services (i.e. sharing election equipment, expense, polling locations, workers and ballots where or if appropriate) will be provided by Navarro County.

Motion to enter into Joint Contract made by **Norma Finnen** and seconded by **Kendall Walker**. Motion carried and approved by majority vote.

- **Assignment of the Filing Officer or Designee - Mayor Max Taylor** suggested **Secretary Kelli Burkey** be appointed.

Motion made by **Rebecca Chandler** and seconded by **Kendall Walker** to appoint **Kelli Burkey** as Filing Officer. Motion carried and approved by majority vote.

Open Forum for Public Comment:

Johnny Allen mentioned that the drainage contractor had been marking underground utilities on Liberty Drive. Needed to get in touch with the contractor but unable to get a response. Also questioned about the status of marking the city limits of Oak Valley and posting more signs regarding the requirement for permits. There have been 4 trailers recently moved in and are being occupied.

Question was also asked regarding tree trimming along Oak Valley Ln. There are several areas that need the trees trimmed back. **Mayor Max Taylor** will contact **Commissioner David Brewer** about this.

Meeting adjourned at 7:05 PM.

Next meeting scheduled for January , 2023

Town of Oak Valley

2211 Oak Valley Lane
Corsicana, Texas 75110

December 07, 2023

EMERGENCY MEETING MINUTES

In attendance

Mayor **Max Taylor**. Aldermen - **Randy Burkey, Norma Finnen, Rebecca Chandler, Leon Ward** and **Kendall Walker**. Secretary - **Kelli Burkey**.

Mayor **Max Taylor** declared a quorum and called the meeting to order at 2:03 PM

Agenda

Bills to be paid / Financial Report:

In October, we received our annual invoice from TML Intergovernmental Risk Pool for our Property Insurance. From 2022 to 2023 our invoice jumped from \$1,915.90 to \$3,882.76 for the same coverage. TML said they had not adjusted rates in several years and had to make the increase. Mayor Max Taylor contacted TML to discuss adjusting our coverage as some insurance categories were not necessary. We removed Auto Liability for \$499.80, Law Enforcement Liability for \$848.68 and Cyber Liability for \$171.50 for a total reduction of \$1,519.98. Our adjusted invoice is now \$2,362.78.

Motion made to approve payment to TML for our insurance was made by **Rebecca Chandler** and seconded by **Norma Finnen**. Motion carried and approved by majority vote.

Acceptance of Loan from Advancing Communities Forward:

Mayor **Max Taylor** recapped the costs to redo our main roads in Oak Valley which is just less than \$2M. Then he reviewed the information regarding the Asphalt Zipper and what this equipment will do. Hillsboro and Canton currently use this same equipment. The Asphalt Zipper demonstrated what it will do on a section of our road in front of the Town Hall in November. Navarro County has also decided to purchase a 42" Asphalt Zipper for \$216K. When we donate another one the county will have 2. Our proposal to donate an Asphalt Zipper to the County would then require our roads to have priority.

The equipment will increase in price in ~3 weeks. It takes about 4 months to receive once ordered. The company will spend 8 hours with County personnel in training to use the equipment.

To enable the Town of Oak Valley to be able to purchase/donate this equipment, Advancing Communities Forward (non-profit economic development) will provide a line of credit to the Town of Oak Valley for up to 5 years, then it will turn to a simple interest loan for 10 years.

Questions were raised i.e.

- What if we can't meet the loan requirements?
- What happens if we donate the equipment and then don't have the funds for the materials?
- Won't we have to add to the edges of the road where there are significant washouts? Yes

Mayor **Max Taylor** confirmed that if the note cannot be met or Oak Valley does not have the revenue to proceed with the purchase of materials that there is no consequence to the Town of Oak Valley. ACF is assuming all the risk.

Also, with new roads the drainage is very important. We will need to ensure that the County does their part in cleaning the ditches. The drainage grant work should begin shortly which will address some sections. Mayor **Max Taylor** explained that we may need to use some of our current general funds for ditch work in some areas that are not covered by the grant work.

Motion made to accept donation and loan made by **Kendall Walker** and seconded by **Randy Burkey**. Motion carried and approved by majority vote (4-1).

Approval of a Secondary Interlocal Agreement between Town of Oak Valley and Navarro County Commissioners Court:

Motion made to certify Interlocal Agreement going forward (Memorandum of Understanding) by **Randy Burkey** and seconded by **Norma Finnen**. Motion carried and approved by majority vote, unanimous.

Resolution for Donation of Funds to Navarro County Commissioners Court for the purchase of an Asphalt Zipper:

Motion to approve resolution of donation of funds to Navarro County for purchase of Asphalt Zipper made by **Norma Finnen** and seconded by **Kendall Walker**. Motion carried and approved by majority vote, unanimous.

Update on Annexation Plans:

There is a client that the Town of Oak Valley is interested in annexing. Annexation procedures have changed in the last 3 years. After review and discussions with attorneys, there are 7 properties/landowners and the State Hwy that would need to be annexed before reaching the client.

We have hired attorneys in Ft. Worth and spoke with them regarding the annexation process on Tuesday. Also have confirmed with ONCOR regarding the franchise fees.

Timeline to meet with the client could be as soon as next week and annexing could take 6 weeks to 2 months.

Meeting adjourned at 2:56 PM.