

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. October 17, 2022, at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly	Mayor
Patrick Johnson	Mayor Pro-Tern
Scott Whisenhunt	Council Member
Casey Parsons	Council Member
Jean Hillyer	Council Member

Deputy Mayor Pro-Tern Connie Schoenrade was absent. Also in attendance were Town Secretary Eileen Kennedy, Public Services Randall Anglin, and Police Chief Ruben Rivas.

Mayor Donnelly called the meeting to order at 7:00 p.m.

Former Council Member Gary Garrett led the invocation and Mayor Pro-Tern Johnson lead the pledge of allegiance to the American and Texas flags.

II. Citizen Comments - Non-Agenda Subjects

None

III. Consent Agenda - All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Consideration, and action on minutes of October 3, 2022.

Motion Whisenhunt seconded Hillyer to approve the minutes of October 3, 2022, as corrected.

AYE: Hillyer, Johnson, Parsons, Whisenhunt
NAY: None
ABSTAIN: None

Motion Carried

2. Consideration and action on a proclamation recognizing October as National Breast Cancer Awareness Month.
3. Consideration and action on a proclamation recognizing October as Domestic Violence Awareness Month.
4. Consideration and action on approval of an emergency expenditure of \$700 to 1-2 Tree to remove a fallen tree on Cedarcrest Lane October 13, 2022.

Motion Hillyer seconded by Johnson to approve items 2, 3, and 4 as presented.

AYE: Parsons, Hillyer, Johnson, Whisenhunt
NAY: None
ABSTAIN: None

Motion Carried

IV. Mayor, Council Members and Staff reports:

5. Mayor and Council -Mayor Donnelly thanked 1-2 Tree for their quick response to remove the downed tree on Cedarcrest. Council Member Parsons thanked the Double Oak Police and Volunteer Departments for the successful National Night Out. Council Member Hillyer clarified a comment she made at the September 17 council meeting regarding the staffing at the Bartonville Police department as not being fully staffed according to their website. Ms. Hillyer spoke with Bartonville's town manager and verified their police department is fully staffed.

6. Public Works - Code Enforcement-Animal Control

Public Services Randall Anglin reported we are moving forward with crack sealing. Waketon Road Reconstruction project is projected to be completed around the second week of November. Park Lane bid packets should be going out soon with repairs to start in December. Town Hall, DOVFD, and pavilion roofs were evaluated by TML for damages. Further investigation is needed to determine whether these roofs need repairs.

7. Administration - Town Secretary Eileen Kennedy presented a current balance sheet and worksheet of the SLFRF expenditures • showing the two reports balance.

8. Public Safety - Police Chief Ruben Rivas thanked everyone for making National Night Out successful. Chief Rivas also answered a question from Deputy Mayor Pro Tem Schoenrade regarding background checks and the cost to the town. Chief Rivas said we are getting the background checks done for free. Chief also mentioned that we may have a new detective beginning in mid-November. DOVFD Fire Chief Scott Whisenhunt presented the departments September activity report * and remarked the department is getting two more certified fire fighters.

9. Road and Drainage Committee - Gary Garrett, 120 Trailing Oaks Dr, and members of the Road and Drainage Committee reported they are actively working on a list of roads for FY 2022-2023.

V. Old Business agenda (consideration and action):

None

VI. New business agenda (consideration and action):

10. Discussion, consideration, and action on a quote from Datamax for Dell EOL Warranty extension for switches in the amount of \$1,647.04.

Motion Hillyer, seconded Parsons to approve the quote from Datamax for Dell EOL Warranty extension for switches in the amount of \$1,647.04.

AYE: Johnson, Whisenhunt, Hillyer, Parsons
NAY: None
ABSTAIN: None

Motion Carried

11. Discussion, consideration, and action on replacing existing water heater with on-demand tankless water heater and all matters related.

Motion Parsons, seconded Whisenhunt to approve Lewisville Plumbing to install a tankless water heater in the amount of \$6,800.

AYE: Whisenhunt, Hillyer, Parsons, Johnson
NAY: None
ABSTAIN: None

Motion Carried

12. Discussion, consideration, and action on a quote for the purchase of a Dell Workstation built for the Multimedia & Live Broadcasting through the Texas Department of Information Resources Cooperative Purchasing Contract in an amount not to exceed \$4,800.00.

Motion Hillyer, seconded by Parsons to purchase a Dell Workstation built for the Multimedia & Live Broadcasting through the Texas Department of Information Resources Cooperative Purchasing Contract in an amount not to exceed \$4,800.00 with funds used from the balance sheet.

AYE: Hillyer, Johnson, Whisenhunt, Parsons
NAY: None
ABSTAIN: None

Motion Carried

13. Discussion, consideration, and action on financial spending limits of the Mayor and Town Employees.

Motion Hillyer, seconded by Johnson to postpone this item until a future meeting, however, asked Town Secretary Eileen Kennedy to send the council the current resolution and matrix for future meetings.

AYE: Hillyer, Parsons, Whisenhunt, Johnson
NAY: None
ABSTAIN: None

Motion Carried

14. Council - staff announcements and comments:

- Town Hall will be an Election Day voting site for the November 8, 2022, General Election

Municipal Town Clerk /IT Brian Shults mention that the town's resolutions are on the website and the ordinances were being updated.

Billie Garrett, 103 W. Carruth, announced the upcoming DOWC auction benefiting the DOVFD on November 12 from 6:30-11 :00 p.m. Also, the DOWC is having a winter children's event on December 10.

15. Adjournment

With no further business to come before the Council, motion Whisenhunt, second Parsons, the meeting was adjourned at 8: 15 p.m.

Approved: 11/07/2022

Mike Donnelly
Mike Donnelly, Mayor

Attest:

Eileen Kennedy
Eileen Kennedy, Town Secretary





DEPARTMENT ACTIVITY THRU SEPTEMBER 2022



**TOTAL
CALLS:**
167



**FIRE
CALLS:**
58



**MEDICAL
CALLS:**
109



**TRAINING
HOURS:**
2226



**VOLUNTEER
HOURS*:**
4493



RECENT TEAM ACHIEVEMENTS:

- 3 EMTs earned radios for POV response
- 1 Paramedic license earned
- 1 new member onboarded (DO resident)

* excludes calls and training

Town of Double Oak
 Account QuickReport
 As of September 30, 2022

Type	Date	Name	Memo	Amount	Balance
203006 • CARES • CLFRF • SLFRF Funds					380,103.65
Check	10/07/2021	iWorkQ	Inv#196306-permit/code enforce...	-10,000.00	370,103.65
Check	12/03/2021	Double Oak Coner...	Inv#1806-culverts for Double Oa...	-49,875.00	320,228.65
Check	01/07/2022	DFWAV Pros	Inv#517-audio/visual system for...	-7,313.34	312,915.31
Check	01/12/2022	datamax	Inv#LQ07192045-cybersecurity f...	-495.00	312,420.31
Paycheck	01/27/2022	Mestas, John P	Direct Deposit	-2,158.80	310,261.51
Paycheck	01/27/2022	Sneed, Lonnie P	Direct Deposit	-271.40	309,990.11
Paycheck	01/27/2022	Wyman, Michael A	Direct Deposit	-1,800.60	308,189.51
Check	01/27/2022	Amazon Capital S...	Inv#1 M69-9MJXXRM-N95 PPE	-112.94	308,076.57
Paycheck	02/10/2022	Mestas, John P	Direct Deposit	-2,158.80	305,917.77
Paycheck	02/10/2022	Sneed, Lonnie P	Direct Deposit	-2,279.76	303,638.01
Check	02/11/2022	Cox Cleaning	Germicidal fogging-Jan 2022	-190.00	303,448.01
Check	02/11/2022	Cox Cleaning	Germicidal fogging-Feb 2022	-380.00	303,068.01
Deposit	03/11/2022	US Treasury	adjustment	751.21	303,819.22
Deposit	03/14/2022	Michael Wyman	Michael Wyman	715.18	304,534.40
Deposit	04/08/2022	TML Intergovernm...	Lonnie Sneed	3,020.75	307,555.15
Check	05/05/2022	Reliable Chevrolet	Inv#367543-2022 Tahoe	-37,859.00	269,696.15
Paycheck	05/13/2022	Gaines, Cassandr...		-25,000.00	244,696.15
Paycheck	05/13/2022	Jones, Lynn M		-25,000.00	219,696.15
Paycheck	05/13/2022	Kennedy, Eileen A		-25,000.00	194,696.15
Paycheck	05/13/2022	Leinweber, Cody L		-25,000.00	169,696.15
Paycheck	05/13/2022	Murphy, Clint S		-25,000.00	144,696.15
Paycheck	05/13/2022	Riojas, Rosa M		-25,000.00	119,696.15
Paycheck	05/13/2022	Rivas, Ruben		-25,000.00	94,696.15
Paycheck	05/13/2022	Shults, Brian V		-25,000.00	69,696.15
Paycheck	05/13/2022	Sneed, Lonnie P		-25,000.00	44,696.15
General Jo...	05/13/2022		Premium pay FICA	-17,212.50	27,483.65
Check	05/18/2022	All-Out Concrete	Inv#345649-repairs to Brittain L...	-2,700.00	24,783.65
Paycheck	06/02/2022	Anglin, Randall	VOID Direct Deposit Payroll Se...	0.00	24,783.65
Paycheck	06/02/2022	Anglin, Randall	Direct Deposit	0.00	24,783.65
Liability C...	06/08/2022	Texas Municipal R...	Employer portion	-16,200.00	8,583.65
Check	06/10/2022	LandS Commercia...	Inv#1149-replace culvert/asphat...	-8,300.00	283.65
Check	06/15/2022	datamax	Inv#2028632-backup battery for ...	-3,366.81	-3,083.16
Deposit	09/26/2022	Texas Emergency ...	2nd tranche of SLFRF from the ...	380,854.85	377,771.69
Total 203006 • CARES - CLFRF - SLFRF Funds				-2,331.96	377,771.69
TOTAL				-2,331.96	377,771.69

10/14/22	<u>SLFRF</u>	Amt. Rec'd 08/23/2021	Spent	To Expend	09/24/2022	Total SLFRF
		380,103.65		-3,083.16	380,854.85	761,709.71
10/07/21	iWorQ		10,000.00			
12/03/21	Culverts-DO Dr.		49,875.00			
01/07/22	AudioNisual-Park		7,313.34			
01/12/22	Cybersecurity -Datamax		495.00			
01/27/22	PPE-Amazon		112.94			
02/11/22	Fogging-Cox Cleaning		570.00			
03/11/22	Us Treasury-adjustment	751.21				
05/05/22	Police Car		37,859.00			
05/13/22	Premium Pay		225,000.00			
05/13/22	Premium Pay FICA		17,212.50			
05/18/22	Brittain Lane		2,700.00			
06/08/22	Employer portion TMRS		16,200.00			
06/10/22	Culvert replacement-Meadowknoll		8,300.00			
06/15/22	Battery backup for server		3,366.81			
Mestas-Sneed	Payroll-COVID		8,669.36			
Sneed-Wyman	Workers Comp-reimbursement		-3,735.93			
		380,854.86	383,938.02	0.00		
	Balance		-3,083.16		383,938.02	377,771.69 761,709.71