

# *City of Strawn*

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## NOTICE OF REGULAR MEETING

The City Council of the City of Strawn will meet to conduct a REGULAR MEETING at the regular meeting place in the Council Chambers of the City Hall building on Monday June 9<sup>th</sup>, 2025 at 6:00 pm. The Agenda for this meeting is shown below and becomes a part of this 'Notice' for all intent and purposes.

\_\_\_\_\_, City Secretary

## **AGENDA** **City Council Regular Meeting** **Monday, June 9<sup>th</sup>, 2025 6:00 pm**

1. Call to order and establish a quorum.
2. Opening Prayer and Pledge to the Flag
3. Review Minutes of Regular Meeting held on May 12<sup>th</sup>, 2025; take action as necessary.
4. Citizen's Concerns: Any item requiring a vote would be put on next agenda.
5. FY 2024 Audit to be presented by Cameron Gulley; take action
6. Review and Approve Budget for FY 2025 presented by Development Corporation of Strawn; take action
7. Discuss and Consider an ordinance/policy regarding outdoor burning in the City Limits; take action if necessary
8. Review and approve contract between City of Strawn and Palo Pinto County for tax assessment and collection; take action
9. Consider a potential visitor's center and possible city participation in the project; take action if necessary
10. Review bills paid in May 2025; take action.
11. Department Reports (1) Public Works (2) Animal Control/Code Enforcement (3) City Secretary (4) DCOS (5) City Administrator
12. Mayors report

### Notes to the Agenda:

The Council reserves the right to retire to executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the open meetings act.

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (254) 672-5311 two working days prior to the meeting so that appropriate arrangements can be made.

This is to certify that I, Tracie Witt, posted this agenda on the glass front door of the City Hall building facing outward and on the City Hall bulletin Board at 4:00 pm, June 6<sup>th</sup>, 2025.

\_\_\_\_\_, City Secretary

**STATE OF TEXAS)**

## **CITY OF STRAWN)**

On this, the 12<sup>th</sup> day of May 2025 the City Council of the City of Strawn met in regular session to hold a meeting and public hearing. Those in attendance were:

Carl Frazier-Mayor Aron Johnson-Mayor Pro-Tem Dewaine Lee-Alderman

Delane Abbott-Alderman      Tommy Lackey-Alderman

Dewaine Lee-Alderman

Also in attendance was Danny Miller, Tracie Witt, Luis Limon, Michael Orsini, Susan Hurley, Brandi Martin, Martha and Michael McCoy, Stacey Tretter, Terri Carver, and Becky Lenoir.

Absent Alan Alison-Alderman. Dewaine Lee left the meeting at 7:05pm.

Carl Frazier called the meeting to order at 6:00 p.m. Roll was called and a quorum was established. Carl Frazier led the opening prayer. Carl Frazier led the pledge to the flag. Aron Johnson made a motion to approve the minutes from the regular meeting held on April 14, Tommy Lackey seconded the motion. Motion carried 4-0.

During public comments, Becky Lenoir stated her concern about the traffic over by the housing authority and that there needs to be a stop sign put up, no speed bumps people go around speed bumps. Susan Hurley stated that the street signs being made by the Texas Correction Department will take 4 to 5 months. Susan also mentioned she will be attending the Chamber of Commerce meeting on Wednesday night. She'll bring up the playground equipment for the lot just North of City Hall where the Farmers Market is on 2<sup>nd</sup> Saturday of the month. Susan would also like to have a fundraiser for solar lights on Central Avenue. Martha McCoy agreed with Susan's comments about the playground equipment and stated that they sale playground equipment that meets safety requirements by the State. Stacy Treter Thanked everyone for their support and participation on the baseball field. The kids are loving the lights out there and that Stacy would like to receive at \$50 per team to help pay for the electric bill.

Tracie Witt City Secretary presented certified election results from Palo Pinto County Elections Administrator. On May 3, 2025 the results are Brenda Orsini – 83 votes, Dewaine Lee – 72 votes, Alan Alison – 46 votes and Carl Frazier ran unopposed and is elected to a 2 year term for Mayor of the City of Strawn. Dalane Abbott made a motion to approve the results of the election and Aron Johnson seconded the motion. Motion carried.

Tracie Witt City Secretary Administer Oath of Office to Mayor Carl Frazier. Mayor Carl Frazier Administer Oath of Office to Brenda Orsini – Alderwoman and Dewaine Lee – Alderman for a 2-year term.

Tommy Lackey made a motion to vote for Delane Abbott, Mayor Pro-Tem for a 1 year term, Aron Johnson seconded the motion. Motion carried.

No action taken on an ordinance/policy regarding outdoor burning in the City Limits.

Brenda Orsini made a motion to approve, Adopt Ordinance No. 05-12-2025; An Ordinance of the City of Strawn, Texas Adopting a Water Conservation and Drought Contingency Plan; Establishing Criteria for the Initiation and Termination of Drought Response Stages; Establishing Restrictions on Certain Water Uses; Establishing Penalties for the Violation of and Provisions for Enforcement of These Restrictions; Establishing Procedures for Granting Variances; and Providing Severability and an Effective Date. Delane Abbott seconded the motion. Motion carried.

Aron Johnson made a motion to approve, Resolution authorizing the Mayor to execute an agreement with the Texas Water Development Board (TWDB) for financial assistance in the form of a Grant Agreement in the amount of

\$367,500 through the Rural Water Assistance Fund and all other related documents required by TWDB for the delivery of grant funds to the City of Strawn. Dewaine Lee seconded the motion. Motion carried.

Brenda Orsini made a motion to approve, Resolution authorizing the engagement of Bickerstaff Heath Delgado Acosta as public finance counsel to the City. Tommy Lackey seconded the motion. Motion carried.

Dewaine Lee made a motion to approve the Cintas renewal for the Public Works uniforms. Aron Johnson seconded the motion. Motion carried.

Discussed meter reading tasks to Luis Limon, Michael Orsini spoke and stated that he was just fine with reading of the meters he's capable of this task and has been reading meters for many years and has it down to an art. He doesn't mind to cross train but not during meter reading days because it will slow the process down because right now it takes about two and half days. Michael Orsini statement "If it's not broken don't try to fix it"

Delane Abbott made a motion to approve the credit of water bills to Karen Martinez and Penny Sparks, to their average bill amount. Aron Johnson seconded the motion. Motion carried.

Brenda Orsini made a motion to approve April 2025 bills paid. Aron Johnson seconded the motion. Motion carried.

Department reports: Public Works – There is a technical issue with Cla Valve in the Standpipe at Ranger Ridge. The cost will be approximately \$26,000, Ranger Ridge is aware of this issue and will be paying for this and they are going to change out the Cla Valve so that it works properly. Animal Control – Not nothing new to report. Sending out letters to those that haven't maintained their property. City Secretary – Looked back through the city's emails to try and find the one sent to Progressive regarding a claim on the damaged fence at the baseball field. But I didn't find the email so it appears it never was sent and that we hope that the driver will reach out to the City and give his insurance information. DCOS – Still has no budge complete, David Hawes is working on this. The meeting will be on Tuesday June 3<sup>rd</sup>, 2025 at 6pm. Discussing the Guest Chapel back and forth on what we may like to do with it. City Administrator – The tournament at the baseball field was a great turn out and there were lots of people that attended which in return helps Strawn, hope to see an increase on the sales tax. Stacy Tretter has done a good job taking charge of the baseball field and putting together the tournaments and hope that there will be more to come.

Mayor's Report - Carl Frazier discussed the Historical Tour and there were 115 visitors, it was a great turn out and was glad to see this many people interested in the tour. Virginia Jones is still interested in donating funds to the cemetery for the columbarium.

There being no further business to discuss, Aaron Johnson made a motion to adjourn. Tommy Lackey seconded. Meeting adjourned with a vote of 4-0 at 7:32 p.m.

\_\_\_\_\_, Mayor

\_\_\_\_\_, City Secretary

4:35 PM

06/04/25

Accrual Basis

**Development Corporation of Strawn, Inc.**  
**Profit & Loss Budget Overview**  
**October 2024 through September 2025**

	Oct '24 - Sep 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Revenue from Sales Tax	46,900.00
Lease Income	4,200.00
Interest Income	1,275.00
Miscellaneous Income	2,250.00
Notes Rec Princ Paymts	13,500.00
<b>Total Income</b>	<b>68,125.00</b>
<b>Expense</b>	
<b>Operations</b>	
Administration	4,300.00
Executive Director	5,850.00
Audit	3,000.00
Legal	1,000.00
Supplies, Printing	400.00
Postage, Mailing Service	150.00
Travel & Meetings-Exec Director	900.00
Utilities	6,200.00
Books, Subscriptions, Reference	2,000.00
Bank Charges	75.00
Miscellaneous Expense	300.00
<b>Total Operations</b>	<b>24,175.00</b>
<b>Other Expenses</b>	
Museum Expense	4,200.00
<b>Repairs &amp; Maintenance</b>	
Maintenance Contract Services	2,400.00
Repairs & Maintenance-Other	1,500.00
<b>Total Repairs &amp; Maintenance</b>	<b>3,900.00</b>
<b>Economic Dev Projects</b>	14,600.00
<b>Property Acquisition Exp</b>	3,000.00
<b>Taxes</b>	2,600.00
<b>Promotional</b>	3,000.00
<b>Total Other Expenses</b>	<b>31,300.00</b>
<b>Total Expense</b>	<b>55,475.00</b>
<b>Net Ordinary Income</b>	<b>12,650.00</b>
<b>Net Income</b>	<b>12,650.00</b>

**ORDINANCE NO.\_\_\_\_\_**

**OUTDOOR BURNING**

**AN ORDINANCE BY THE CITY OF STRAWN ESTABLISHING REGULATIONS FOR SAFE  
OUTDOOR BURNING, JURISDICTION, EXCEPTIONS, REQUIREMENTS FOR PERMITTING  
AND ENFORCMENT.**

**Sec. 1-Purpose**

The ordinance is adopted so that the city council of the City of Strawn may promote the public health, safety, and general welfare within the city through the regulation of fires in order to prevent bodily injury, death and property damage with the city limits.

**Sec. 2-Jurisdiction**

This ordinance shall apply within and throughout the incorporated municipal boundary (i.e., city limits) of the city.

**Sec. 3-Adoption of the Texas Administrative Code**

The city council hereby adopts the outdoor burning regulations set forth in 30 Tex. Admin. Code 111.201-110.221, as it exists and as it may be amended. If a conflict occurs between 30 Tex. Admin. Code 111.201-110.221 and this article, the stricter of the two codes shall apply.

**Sec. 4-General prohibition; violation**

It shall be unlawful for any person to cause or permit the outdoor burning of any of the following materials:

(1)

Domestic waste, household garbage, trash or rubbish, including yard trimmings, leaves, paper or other decayable and non-decayable waste, including vegetable matter and animal and fish carcasses, and similar material, in any form, except as provided in Section 5;

(2)

Plastics, rubber, tires, carpet and related backing; an

(3)

Any materials having combustible products that are hazardous, such as asbestos, plastics, flooring materials, waste oils, solvents, paints, items containing natural synthetic rubber, potentially explosive materials and other similar products.

**Sec. 5-Exceptions; conditions.**

(1)

Fire training. Outdoor burning shall be authorized for training of firefighting personnel by the Strawn Volunteer Fire Department, when authorized by the office of the fire chief. Fire training outdoor fires do not require a burn permit.

(2)

Domestic Outdoor fires. Outdoor burning is authorized for noncommercial preparation of food, recreational or ceremonial purposes, or exclusively for warmth during cold weather, provided such a fire is built in a fireproof container, such as a barbecue pit or chimney, made of brick, stone, metal or other fireproof material no larger in size than ten feet in diameter in such a manner as to prevent fire from escaping. Domestic outdoor fires are not subject to section 8.

(3)

Land clearing operation. A permit to burn may be obtained for the burning of vegetation in the clearing of land. See section 8 for obtaining a permit to burn. The term "land clearing operation", as defined by 30 Tex. Admin. Code 111.203(2), as adopted and as may be amended, means the uprooting, cutting, or clearing of vegetation in connection with conversion for the construction of buildings, rights-of-way, residential, commercial or industrial developments; or the clearing of vegetation to enhance property values, access, or production. It does not include maintenance burning of on-site property wastes such as fallen limbs, branches, or leaves, or other wastes from routine property cleanup activities, nor does it include burning following clearing land for ecological restoration.

(4)

Disposal of animal remains. A permit may be obtained to burn diseased animal carcasses when burning is the most effective means of controlling the spread of disease. Licensed veterinarians, in accordance with Texas Occupations Code 801.361 may dispose of animal remains by burning without acquiring a burn permit.

(5)

Public health and safety burns. Brush, trees and other plant growth causing a detrimental public health and safety condition may be burned by the city at a site it owns upon receiving site and burn approval from the city administrator. Such a burn may only be

authorized when there is no practical alternative, and it may be done no more frequently than once every two months.

(6)

Disposal fires. Outdoor burning is authorized without a permit for on-site burning of trees, brush, grass, leaves, branch trimming, or other plant growth, by the owner of the property or any other person authorized by the owner, when the material is generated only for that property, and when the material is not generated as a result of a land clearing operation, and when the fire is surrounded by fireproof material no larger than ten feet in diameter in such a manner to prevent fire from escaping, as defined in this article. Such burning is subject to the following requirements;

(a)

Burning shall be commenced and conducted only when wind direction and other meteorological conditions are such that smoke and other pollutants will not cause adverse effects to any member of the public, public road, landing strip, navigable water or off-site structure containing sensitive receptors. Burning shall not commence if the mayor has formally declared conditions hazardous for outdoor burning.

(b)

If at any time the burning causes or may tend to cause smoke to blow onto or across the road or highway, it is the responsibility of the person initiating the burn to post flag persons on the affected roads.

(c)

Burning shall be conducted in compliance with the following meteorological and timing conditions:

(1)

The initiation of burning shall commence no earlier than one hour after sunrise. Burning shall be completed on the same day not later than one hour before sunset, and shall be attended by a responsible party at all times during the active burn phase when the fire is progressing. In cases where residual fires and/or smoldering objects continue to emit smoke after this time, such areas shall be extinguished if the smoke from these areas has the potential to create a nuisance or traffic hazard condition. In no case shall the extent of the burn area be allowed to increase after this time.

(2)

Burning shall not be commenced when surface wind speed is predicted to be less than six miles per hour or greater than 23 miles per hours during the burn period.

(3)

Burning shall not be conducted during periods of actual or predicted persistent low atmospheric temperature inversions.

(d)

Electrical insulation, treated lumber, plastics, non-wood construction/demolition materials, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes and items containing natural or synthetic rubber shall not be burned.

(e)

Burning shall not be conducted within 20 feet of a structure.

**Sec. 6-Requirements for permit to burn.**

(1)

Applications for a permit to burn shall be made, in writing, to the city administrator by the owner, operator, or other person in control of the property upon which the burning is to occur. Applications shall be submitted on a form furnished by the city. The application shall indicate the permitted address, applicants name and address, telephone number and a valid driver's license or state i.d. number. In addition to the application required herein, applicants for land clearing operations, as defined herein, shall obtain and present to the city required permits from the Texas Commission on Environmental Quality (TCEQ) prior to receiving a permit to burn from the city.

(2)

The city may issue a permit to burn for applications meeting the requirements of Section 5- (3) if the proposed burn will not endanger persons or property, create a nuisance, or occur when atmospheric conditions or local circumstances make outdoor burning hazardous, as formally declared by the mayor.

(3)

A permit granted under this article is effective for 30 days from the date of issuance.

(4)

A permittee must obtain final approval to burn from the city immediately prior to the start of burning to ensure that weather conditions will be conducive to burning.

(5)

A permit to burn may be immediately voided by the city administrator or mayor if the city administrator or mayor determines that either of the conditions noted in subsection (2) of this section have occurred after issuance of the permit.

**Sec. 7-Permit fee.**

A fee in the amount now or hereafter established by ordinance for a permit to burn shall be paid before the permit will be issued.

**Sec. 8-General requirements for outdoor burning.**

(1)

A requestor/permittee shall ensure that the burn site and materials to be burned do not include prohibited materials; that a permit to burn has been obtained; that the proper offices have been notified; and that general requirements are being followed. The requestor/permittee is solely and wholly responsible for compliance with this article and applicable state and federal regulations relative to outdoor burning.

(2)

Burning is permitted only if more than twenty feet from a structure and when the wind direction and other meteorological conditions are such that the smoke and other pollutants will not present a hazard to any public road or have an effect on any building structure. Once the burn is initiated, if at any time it causes or may tend to cause smoke to blow onto or across a street, roadway, or highway, it is the responsibility of the person initiating the burn to post flag persons on the affected roads.

(3)

Fires must be kept downwind of, or at least three hundred feet away from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from the adjacent occupant with possessory control. The term "structure containing sensitive receptors", as defined in 30 Tex. Admin. Code 111.203(7), means a manmade structure utilized for human residence or business, the containment of livestock, or the housing of sensitive live vegetation. The term "manmade structure" does not include such things as range fences, roads, bridges, hunting blinds, or facilities used solely for the storage of hay or other livestock fees. The term "sensitive live vegetation" means vegetation that has potential to be damaged by smoke and heat, examples of which include but are not limited to nursery production, mushroom cultivation, pharmaceutical plant production, or laboratory experiments involving plants.

(4)

Burning shall not commence when the surface wind speed is predicated to be less than six miles per hour or greater than 23 miles per hour during the burn period.

(5)

Burning shall not be conducted during periods of actual or predicted persistent low-level atmospheric temperature inversions.

(6)

Burning may begin no earlier than one hour after sunrise and must end the same day no later than one hour before sunset.

(7)

A responsible party must be present while the burn is active. Such persons shall have a water hose connected to a reliable water supply or have other fire extinguishing equipment readily available for use.

(8)

Any residual fires and/or smoldering object that continue to emit smoke must be extinguished at the end of the burn.

(9)

Only brush/vegetation generated and gathered from the burn site are will be permitted. There shall be no importation of brush from any other properties for the purpose of burning.

#### **Sec. 9-Parallel requirements.**

The authorization to conduct outdoor buring under this article does not exempt or excuse the requestor/permittee from compliance will all other applicable laws or ordinances, regulations, an orders from any governmental entity having jurisdiction, even though the burning is otherwise conducted in compliance with this article. The requestor/permittee, and property owner of the burn site if other than requestor/permittee shall be fully liable for any and all damages resulting from a fire set by said requestor/permittee or other individual participating in the burn activity.

#### **Sec. 10-Enforcement and penalties**

(1)

Civil and criminal penalties. The city shall have the power to administer and enforce the provisions of this article as may be required by governing law. Any person violating any provisions of this article is subject to suit for injunctive relief as well as prosecution for criminal violations. Any violation of this article is hereby declared to be a nuisance.

(2)

The provisions of this article shall be enforced by city officers, code enforcement officers or county fire marshal.

(3)

The county fire marshal, a city marshal, Strawn volunteer fire department officer or city code enforcement officer may order on the spot that any burning or fire in violation of this article be immediately extinguished as set forth in this article.

(4)

Criminal prosecution. Any person authorized to enforce the provisions of this article may issue immediate notice of violations to persons violating any provision herein and such criminal violation shall be prosecuted as a misdemeanor in the municipal court and/or other court of competent jurisdiction.

(5)

Unless otherwise specifically set forth herein or in state law as adopted, allegation and evidence of a culpable mental state is not required for the proof of an offense defined in this article.

(6)

Civil remedies. Nothing in this article shall be construed as a waiver of the city's right to bring a civil action to enforce the provisions of this article and to seek remedies as allowed by law, including but not limited to, the following:

(a)

Injunctive relief to prevent specific conduct that violates this article or to require specific conduct that is necessary for compliance with this article;

(b)

A civil penalty of up to \$1,000.00 a day when it is shown that a defendant was actually notified of the provisions of this article and after receiving notice, committed acts in violation of this article or failed to take action necessary for compliance with this article.

**SEC. 11-EFFECTIVE DATE**

This ordinance numbered \_\_\_\_\_ shall be in full force and effective \_\_\_\_\_

PASSED, APPROVED AND ADOPTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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\_\_\_\_\_  
Mayor

ATTEST:

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\_\_\_\_\_, City Secretary