

**NOTICE OF MEETING**

**THE TOWN COMMISSION OF BROCK, TEXAS**

MAYOR JAY HAMILTON **NOT PRESENT**

COMMISSIONER BEN DAVIS

COMMISSIONER DEBBIE SCRIMSHIRE

ATTORNEY SARAH WALSH FOR WHITT L. WYATT

**MEETING DATE AND TIME:**

MONDAY, JULY 21, 2025

**MEETING LOCATION:**  
BROCK COMMUNITY CENTER  
2115 FM 1189   
BROCK, TX 76087

**REGULAR AGENDA**

BEGINS AT 6:30 P.M.

Unless specifically noted otherwise, action may be taken on any item listed below.

* **CALL TO ORDER AND ANNOUNCE QUORUM Commissioner**

**Debbie Scrimshire called the meeting to order and announced a quorum at 6:44 P.M.**

* **INVOCATION AND PLEDGE**

**Commissioner Ben Davis led the community in prayer and Pledges of Allegiance**

* **CONSENT AGENDA**: All items listed under the Consent Agenda are considered routine by the Town Commission and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.

**3.1** Review and Approve

(a) February 24, 2025, Meeting Minutes **NOT APPROVED; Tabled until August 18, 2025**

(b) March 24, 2025, Meeting Minutes **NOT APPROVED; Tabled until August 18, 2025**

(c) June 16, 2025, Meeting **APPROVED**

**Commissioner Ben Davis made the motion to table the February 24, 2025, minutes and**  **March 24, 2025, minutes until the next Town of Brock Commission meeting, seconded**  **by Commissioner Debbie Scrimshire. Motion passed.**

**Commissioner Ben Davis made the motion to approve the June 16, 2025, minutes,**  **seconded by Commissioner Debbie Scrimshire. Motion passed**.

**3.2** Review Monthly Financial Reports

1. Public Funds Checking Account

**3.3** Review Town of Brock accounts payable

1. Learn to Live- monthly rent for Town of Brock office $700.00

2. Texas Municipal League Intergovernmental Risk Pool

JUNE 26, 2025, $397.50

3. Texas Municipal League Intergovernmental Risk Pool

JULY 8, 2025, $396.50

4. Nextlink $42.33

* **REGULAR AGENDA:** Discussion and Possible action of the following
* **CITIZEN COMMENTS:** The public may address the Commission regarding any item. Persons desiring to address the Commission must register on the sign-in sheet prior to the start of the meeting. Comments are limited to three (3) minutes.

Limited reply by the Commission is allowed under The Texas Open Meetings Act as follows: (a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquiries about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to: (1) A statement of specific factual information given in response: or (2) A recitation of existing policy in response: (b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

**4.1**  Brock Citizen P. McCaslan requests to approach the Commission regarding noise nuisances occurring regularly on Country Place Road

**Brock citizen, Ms. McCaslan approached the Commission to inform the Commission of a noise issue located near her home at 451 Country Place Road. She explained that her neighbors allow people to ride dirt bikes, which creates constant and stressful noise nuisances. She provided photographs to the Commission while explaining the proximity of such noise to her home. She stated she has a right to peaceful living and wanted the Commission to know about the situation. The Town Attorney recommended no response from the Commission. A Brock citizen stated she may need to check with her deed restrictions to get the issue resolved.**

**4.2** ARPA/Brock Water/Wastewater study plan project update from Provenance Engineering Kent Riker

**Mr. Kent Riker gave the Commission an update on the Brock Water/Wastewater Plan Study. This update included information regarding possible future water resources.**

**4.3** Review and take action to approve permit requests

1. Chef’s Pantry- temporary sign permit  **Commissioner Ben Davis made the motion to approve the permit application for a temporary sign from Chef’s Pantry, seconded by Commissioner Debbie Scrimshire. Motion passed.**

2. Arrington Outdoor Advertising- Pole sign permit **Commissioner Ben Davis made the motion to approve the permit application for a pole sign from Arrington Outdoor Advertising, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.4** Discuss and reviewIllegal dumping of a floodplain

**Commissioner Debbie Scrimshire is concerned that flooding will occur near or downstream of Grindstone Creek due to the dumping of large amounts of dirt on 1700 FM 1189, which has raised the floodplain threatening homes and businesses in the area. The Town Attorney stated that this issue should be directed to FEMA once property development begins. The Town Commission requested the Town Attorney to draft a notice which will be mailed to the property owners.**

**4.5** Discuss the roles and responsibilities of the Appeal board as well as review related documents in relation to the Fire Code

**The Town Attorney discussed establishing an Appeal Board for the future needs of the Town. It was decided by the Town Commission; this Board of appeals will be established with three members who have expertise in the Fire Code and who will serve for a two-year term.**

**4.6** Discuss text of recently adopted Texas legislature bill addressing unregulated boarding homes (House Bill 2510 and Senate Bill 1137) and review penalties associated with violations

**Commissioner Debbie Scrimshire requested information on how unregulated boarding homes are monitored and enforced. Per the Town Attorney, this regulation and enforcement comes from the State of Texas.**

**4.7**  Resolution allowing the Town Administrator to create both a new Town of Brock email account and email address as well as to create and administer a new Town of Brock website

**Commissioner Ben Davis made the motion to approve the resolution allowing the Town Secretary/Administrator to establish a new email account and address as well as establish and administer a new Town website, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.8** Future meeting items and date

**The next Town of Brock Commission meeting will be held on Monday, August 18, 2025.**

**REPORTS:**

* **EXECUTIVE SESSION:** The Commission reserves the right to adjourn into executive session at any time during the meeting to discuss any of the matters listed on the agenda, as authorized by Texas Government Code Section 551.071, CONSULTATION WITH ATTORNEY.

**Commissioner Ben Davis made the motion to open the Executive Session at 7:35 P.M., seconded by Commissioner Debbie Scrimshire. Motion Passed.**

-Discuss Town of Brock administrative policies

**Commissioner Debbie Scrimshire made the motion to close the Executive Session at 7:49 P.M., seconded by Commissioner Ben Davis. Motion passed.**

**8. ADJOURN**

**CERTIFICATION**

I hereby certify that the above notice of the meeting was posted on or before Friday, July 18, 2025, prior to 6:30 P.M. at the Brock Community Center, 2115 FM 1189 Brock, Texas 76087 and at the Brock Town Hall 2451 FM 1189, Brock Texas 76087.

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Melanie Matheus

Town Clerk

Accessibility Statement

In compliance with the American Disabilities Act, reasonable accommodations for persons attending meeting will be provided. To better serve you, requests should be received 24 hours prior to the meeting. Please contact the Town Attorney at [Sarahwalsh@whflegal.com](mailto:Sarahwalsh@whflegal.com)