

**NOTICE OF MEETING**

**THE TOWN COMMISSION OF BROCK, TEXAS**

MAYOR JAY HAMILTON **NOT PRESENT**

COMMISSIONER BEN DAVIS

COMMISSSIONER DEBBIE SCRIMSHIRE

ATTORNEY SARAH WALSH FOR WHITT L. WYATT

**MEETING DATE and TIME** **MEETING LOCATION:**

TUESDAY, MAY 27, 2025 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 6:38 P.M.**

* **INVOCATION AND PLEDGE**

**Commissioner Ben Davis led the community in prayer and Pledge of Allegiances**

* **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 **Tabled until June 16, 2025, meeting**

(b) March 24, 2025, Meeting Minutes **Tabled until June 16, 2025, meeting**

(c) April 28, 2025, Meeting Minutes **Approved**

**3.2** Review Monthly Financial Reports

**The Town Commission reviewed the Town of Brock Public Funds checking account report and EOM Pledging reports. No questions were presented to the Town Clerk; the Commission approved the reports**.

**3.3** Review Town of Brock accounts payable

1. Nextlink- $45.36

2. Wyatt Hamilton Findlay, PLLC – invoice #100 $4976.25

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

4. TJH Accounting- Town payroll processing $75.00

5. CNHI North Texas (Weatherford Democrat) Public Ad Notice $44.80

**Commissioner Debbie Scrimshire made the motion to approve the accounts payable, seconded by Commissioner Ben Davis. Motion passed.**

* **REGULAR AGENDA**: Discussion and Possible action on 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 inquires 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 PUBLIC HEARING** to determine if an ordinance amending the adoption of the 2015 International Fire Code and corresponding local amendment specifying when a fire suppression system is required and providing for a penalty not to exceed $2000 per violation.

**Commissioner Ben Davis opened the Public Hearing at 6:44 P.M., seconded by Commissioner Debbie Scrimshire.**

**The Town Attorney Sarah Walsh stated that the Commission chose Option B and that an ordinance was needed to codify Option B. Commissioner Ben Davis made the motion to approve the Ordinance, seconded by Commissioner Debbie Scrimshire, motion passed.**

**Commissioner Ben Davis closed the Public Hearing at 6:48 P.M, seconded by Commissioner Debbie Scrimshire. Motion passed.**

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

**No verbal updates were presented by Provenance Engineering**

**4.3** Review and Take Action to approve Estimate from Parker County Precinct #3 to repair potholes on Savannah Drive as well as approve tree trimming on Olive Branch Road

**Commissioner Ben Davis made the motion to approve the estimate from Parker County, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.4 Review** request from Brock Citizen Jake Dearing, for tree trimming services to be completed at the bridge on Summer Stone Court

**Commissioner Ben Davis made the motion to direct Town Clerk, Melanie Matheus, to request an estimate for tree trimming services from Parker County Precinct 3, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.5** Review and Take Action to approve preliminary Town of Brock maps from Verdunity which were created based on Ordinance No. 2017-06-12.3

**Commissioner Ben Davis made the motion to approve the preliminary maps from Verdunity, seconded by Commissioner Debbie Scrimshire. Motion passed**.

**4.6** Review and Take Action to approve permit applications

(a) Eagles Nest Travel Center- alcohol permit

**Commissioner Ben Davis made the motion to approve the alcohol permit for Eagles Nest, seconded by Commissioner Debbie Scrimshire. Motion passed**

(b) Rick’s Plumbing Services – sign permit

**Commissioner Ben Davis made the motion to conditionally approve Rick’s Plumbing sign permit upon submittal of lease, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.7** Lewis Montanez with TREX Fireworks request to be able to sale fireworks within

Town limits 2x a year (two weeks prior to July 4, 2025, and two weeks prior to December 31, 2025)

**Mr. Lewis Montanez approached the Commission and stated that he had a fireworks stand last year and wishes to do the same this year within Brock Town limits in the parking lot of Silver Star Village (near First Financial Bank). He requests to be able to set up 2x a year for two weeks. Set up would occur two weeks before July 4, 2025, and two weeks prior to December 31, 2025. He stated his Sales Tax is registered so that the Town of Brock would receive the sales tax from his sales. He ensured no fireworks would be detonated and that his mobile fireworks stand is up to code by the Parker County Fire Marshal and that he also holds liability insurance. The Town Commission requested proof of the Sales Tax and a permission letter from the property owner to ensure all parties are in agreement.**

**Since the town does not have an ordinance for firework sales, it was requested by the Town Commission that the Town Attorney draft an ordinance which will be presented at the June 16, 2025, Commission meeting for approval.**

**Commissioner Ben Davis made the motion to draft an ordinance for the sale of fireworks within Town Limits, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.8** Parker County Emergency Management Coordinator Jason Lane Introduction

**Jason Lane approached the Town Commission to inform them of Parker County Emergency Management support. He requested the** **Mayor to sign an online form for informational purposes should the Town have a natural disaster. He also explained that he is working on a hazard mitigation plan for natural disaster events such as flooding and tornados, which could make the Town of Brock eligible for federal grants for natural disaster supplies such as generators. Since the Mayor was absent, Mr. Lane stated he would email the form to the Town Clerk to get the** **Mayor’s signature for the online form.**

**4.9** Review and Approve Brock I.S.D. License Agreement and annual payment of $300 for Town Logo usage

**Commissioner Ben Davis made the motion to approve the BROCK I.S.D. License Agreement and payment, seconded by Commissioner Debbie Scrimshire. Motion passed.**

**4.10** Future meeting items and date

**The next Town of Brock Commission meeting was scheduled for Monday, June 16, 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 Debbie Scrimshire made the motion to open the Executive Session at 7:18 P.M., seconded by Commissioner Ben Davis. Motion passed.**

Discuss and consider action following the Executive Session.

* Discuss Town plans for future Town government needs such as real estate purchases for future Town Hall and land/business.

**No action was taken during the Executive Session. Commissioner Ben Davis**

**made the motion to close the Executive Session at 7:26 P.M., seconded by**

**Commissioner Debbie Scrimshire. Motion passed.**

**8. ADJOURN**

**Commissioner Ben Davis made the motion to adjourn the Town of Brock Commission meeting at 7:28 P.M., seconded by Commissioner Debbie Scrimshire. Motion passed.**

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted on or before Friday, May 23, 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 meetings will be provided. To better serve you, requests should be received 24 hours prior to the meeting. Please contact the Town at [Sarahwalsh@whflegal.com](mailto:Sarahwalsh@whflegal.com)