

**THE BARTONVILLE TOWN COUNCIL SPECIAL MEETING HELD ON THE 6<sup>TH</sup> DAY OF SEPTEMBER 2022, AT 1941 E. JETER ROAD, BARTONVILLE, TEXAS 7:00 P.M.**

The Town Council met in a special meeting with the following members present:

Jaelyn Carrington, Mayor  
Clay Sams, Mayor Pro Tem  
Jim Roberts, Councilmember Place 1  
Matt Chapman, Councilmember Place 2  
Keith Crandall, Councilmember Place 4

with the following member absent: Josh Phillips, Councilmember Place 5

constituting a quorum with the following members of the Town Staff participating Thad Chambers, Town Administrator; Tammy Dixon, Town Secretary; and Bobby Dowell, Chief of Police.

**A. CALL SPECIAL MEETING TO ORDER**

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

**B. PLEDGE OF ALLEGIANCE**

Mayor Carrington led the pledge of allegiance.

**C. PUBLIC PARTICIPATION**

There were none.

**D. REGULAR ITEMS**

1. Public Hearing on the proposed annual budget for the Town of Bartonville, for the fiscal year October 1, 2022, through September 30, 2023.

Mr. Chambers stated the budget was prepared based on the proposed tax rate of \$0.173646. He reviewed the changes to the proposed budget since it was placed on file with the Town Secretary as follows:

- Added the Beginning Fund Balance of \$1,571, 799
- Per Town Council's direction added:
  - Transfer to Reserve Fund in the amount of \$282,596 from the Fund Balance to bring the Reserve Fund balance to \$600,000.
  - Added 4% to salaries to fund merit increases
- Added the Revised Fund Balance of \$1,289,203 to account for the Reserve Fund transfer
- Combined Retirement and Payroll Taxes with Salaries and Wages in both Administration and Police Department categories

- Reduced Audit & Accounting by \$5,000, as there is not sufficient time available to bid this service
- Revised the Revenue over Expenditures figure to \$115,281
- Added the Ending Fund Balance of \$1,404,484
- Added Budget Requests amount for enhanced employee benefits per previous Town Council direction, this will be discussed on Agenda Item 2
- Added Beginning and Ending Fund Balances to each component Fund to show projected changes to each
- Added new Fund entitled “Street Improvement Fund – Council Designated” which provides a designated fund for street projects separate from the restricted Street Maintenance Sales Tax Fund. Per prior discussions it is not recommended to comingle sales tax funds with general fund revenues.

Mayor Carrington opened the public hearing at 7:32 p.m.

No one spoke in favor or opposition.

Mayor Carrington closed the public hearing at 7:32 p.m.

Councilmember Chapman moved to direct staff to prepare an ordinance to adopt the budget for consideration at the September 20, 2022, regular meeting. Councilmember Crandall seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Roberts, Chapman, Sams, Crandall  
**NAYS:** None  
**ABSENT:** Phillips  
**VOTE:** 4/0/1

2. Discuss and consider approval of additional employee benefits to include Group Term Life and AD&D, Short- and Long-Term Disability, and Town participation in the cost of employee dependent health insurance coverage.

Mr. Chambers explained the Town Council directed staff to explore options for the Town to provide a competitive benefits package by adding Life Insurance, Short & Long Term Disability and the addition of dependent health insurance coverage to assist in the recruitment and retention of employees.

Mr. Chambers reviewed the proposals for the additional and stated the annual cost to provide Life Insurance/Short-Term & Long-Term Disability which includes an Employee Assistance Program was \$6,246.

Mr. Chambers stated staff researched benefit packages of other municipalities and found the average coverage to include 100% of employee coverage (which the Town currently provides) and 50% of dependent coverage. He explained using current enrollment levels and rates proposed by Blue Cross Blue Shield for plan year 2022-2023, the cost to pay 50% of dependent health insurance premium would be no more than \$36,000 annually depending on which of the health plans are selected.

Mr. Chambers explained the proposed budget provides for a \$115,281 surplus and if the proposed additional benefits were approved, the revised Budget Surplus would be \$73,119.

Councilmember Roberts moved to approve the addition of employee benefits to include Group Term Life and AD&D, Short-and Long-Term Disability, and Town participation in the cost of employee dependent health insurance coverage at 50%. Mayor Pro Tem Sams seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Roberts, Chapman, Sams, Crandall  
**NAYS:** None  
**ABSENT:** Phillips  
**VOTE:** 4/0/1

**L. ADJOURNMENT**

Mayor Carrington declared the meeting adjourned at 7:38 p.m.

**APPROVED this the 18<sup>th</sup> day of October 2022.**



Approved:

*Jaclyn Carrington*  
\_\_\_\_\_  
Jaclyn Carrington, Mayor

Attest:

*Tammy Dixon*  
\_\_\_\_\_  
Tammy Dixon, Town Secretary