MINUTES REGULAR MEETING
MINERAL WELLS CITY COUNCIL
CITY HALL ANNEX
November 4, 2025 – 6:00 pm

Mayor Johnson called the meeting to order at 6:00 p.m. Pastor Jake Grogan of Indian Creek Baptist Church. Led the invocation, which included the recitation of the Pledge of Allegiance to the U.S. and Texas flags.

Councilmembers present were Mayor Regan Johnson, Mayor Pro-Tem Beth Watson, Jonathon Rusher, Kyle Kelley, Glenn Mitchell, and Mike Rankin. A quorum of City Councilmembers was present. Charles Ramsay was absent.

Staff members present were City Manager Jason Weeks, Fire Chief Ryan Dunn, Police Chief Tim Denison, Finance Director/Assistant City Manager Aaron Bovos, Economic Development Director Nate Dyhre, Public Works Director Scott McKennon, Public Works Administration David Morgan, Public Works Administration Dakota York, Public Works Staff Member Jetti Brokaw, Public Works Staff Member Benny Fisher, Community Services Manager Carrie Stevenson, Senior Accounting Manager Bobbie Coe, Budget Analyst Kathy Word, Municipal Court Clerk Karen Glover, Administrative Assistant Fern FreemanPratt, and City Clerk Sharon McFadden.

PRESENTATION: PUBLIC COMMENT: No one had signed up to speak.

STAFF REPORTS:

1. Introduction of new City employees.

   No new employees.

2. Recognition for City employees' years of service.

   Mr. Bovos recognized Ms. Bobbie Coe for her 11 years of dedicated service to the City of Mineral Wells and congratulated her on her retirement.

CONSENT AGENDA: Following a motion by Mr. Kelley and seconded by Mr. Rankin, the Consent Agenda was approved by a vote of 6-0.

3. Consider and take appropriate action on a resolution (2025-54) appointing Aaron J. Bovos as Acting City Manager in the event of the temporary absence or disability of Jason Weeks, City Manager.

4. Consider and take appropriate action on entering into an EMS Clinical Rotation Agreement with Throckmorton County Memorial Hospital, and if found favorable, authorize the City Manager to execute the agreement.

5. Consider and take appropriate action on an agreement with PERCOMOnline, Inc., as a consortium sponsor for their paramedic education program.

6. Consider and take appropriate action to approve expenditures to Garver LLC in an amount not to exceed $110,000.00 for the fiscal year 2026 for an assessment on the Willow Creek Wastewater Treatment Plant.

7. Consider and take appropriate action on a resolution (2025-55) to accept $8,000 grant from the Brazos Foundation for the purchase of fire-rescue equipment.

8. Consider and take appropriate action to approve expenditures to Univar USA, Inc., for bulk tanks and delivery of sodium bisulfite at the wastewater treatment plants, in an amount not to exceed $90,000.00 in fiscal year 2026.

9. Consider and take appropriate action to approve expenditures to Texas Water Products for fire hydrants, in an amount not to exceed $82,675.00 in fiscal year 2026.

10. Consider and take appropriate action to approve expenditures to Ferguson Water Works in an amount not to exceed $83,000.00 for the fiscal year 2026 for the water meter installation parts.

11. Consider and take appropriate action to approve expenditures to Eagle Labs, Inc., in an amount not to exceed $237,000.00 for the fiscal year 2026 for polymer coagulant used at the water treatment plant.

12. Consider and take appropriate action to approve expenditures to Core and Main in an amount not to exceed $78,500.00 for the fiscal year 2026 to restock the water utility supplies, brass fittings and parts, repair clamps, and valves.

13. Consider and take appropriate action to approve expenditures to Blades Group LLC in an amount not to exceed $272,000.00 for the fiscal year 2026 for RockAsphalt for road repair from the BuyBoard Cooperative.

14. Consider and take appropriate action to approve a change order to PVS DX, Inc., in the amount of $65,000.00 for a total annual spend of $205,000.00 for fiscal year 2026 for treatment chemicals for the Hilltop Water Treatment Plant, Willow Wastewater Treatment Plant, and the Pollard Creek Wastewater Treatment Plant.

15. Consider and take appropriate action on the City of Mineral Wells, committing to the Texoma Semiconductor Tech Hub (TSTH) initiative.

16. Consider and take appropriate action on the approval of the Preliminary Financial Reports for September 2025.

ITEMS FOR INDIVIDUAL CONSIDERATION

17. Consider and take appropriate action on a professional service agreement with Nathan Buschow, d/b/a Brazos Area Consulting LLC, for $132,000.00 for the fiscal year 2026.

    Mr. Weeks said that during the fiscal year 2025-26, the City Council approved the additional Public Works position to assist in leadership management as the Assistant Public Works Director. The City Public Works Department has a total of 81.75 full-time equivalent positions, or 34%, of the city-wide staffing of 241.75. The other two largest departments are the Police and Fire/EMS, which both have assistant director positions. As the City of Mineral Wells continues to advance major initiatives focused on capital improvement projects, infrastructure investment, and organizational efficiency, professional project management and operational assessment support are necessary to ensure timely delivery and effective oversight of these efforts. Nathan Buschow (dba Brazos Area Consulting, LLC), has extensive experience providing project and construction management, program planning, and organizational review services for clients. This professional services agreement engages Brazos Area Consulting to assist the City with capital project management and delivery, including planning, design coordination, construction oversight, and closeout; and operational efficiency and organizational structure review, focused on improving workflow, communication, staffing alignment, and management processes. The agreement supports implementation of the City's FY2026 priorities for infrastructure enhancements and internal process improvement as approved in the adopted budget. Also under this agreement, Mr. Buschow will work closely with the City Manager and the Director of Public Works to identify the permanent Assistant Public Works Director. If it is determined that an internal employee has the skills and characteristics to become this permanent employee, Mr. Buschow will mentor this individual to prepare them to be promoted into this position once the primary goals have been accomplished.

    Mrs. Watson made the first motion, and Mr. Mitchell seconded. The motion carried 6-0 to enter into the professional services agreement.

18. Consider and take appropriate action on a presentation of the latest round of revisions in the City-wide rebrand project.

    Mr. Weeks said that during the 2024–2025 budget process, the City Council approved funding for a citywide rebranding. After the selection committee chose BLKDOG as the agency, the project began with two days of in-person stakeholder meetings. BLKDOG then developed and refined logo options through several review rounds with staff and Council. The logos were shared in a public survey, and based on community feedback and committee input, BLKDOG created the latest set of logo options now under review.

    No action was taken on the item. The Councilmembers voiced their opinions on the logos presented for consideration.

19. Consider and take appropriate action on Phase I of the Fiscal Year 2025-2026 Street

Rehabilitation Program for $381,679.45.

Mr. McKennon said that the fiscal year 2025–2026 budget included $900,000 for the City's annual Street Rehabilitation Program. This investment reflects the City's ongoing commitment to maintaining and improving roadway infrastructure and to extending the service life of existing streets. Historically, the City has allocated approximately $800,000 annually for street rehabilitation. This year's budget includes an additional $100,000 to help advance the long-term goal of creating a well-maintained and reliable street network throughout the community. Funding for this program is primarily derived from franchise fees paid by Frontier Waste Solutions under the City's solid waste collection contract. These fees are projected to generate approximately $636,485 in revenue during FY 2026. Phase I of the FY 2025–2026 program includes the following proposed street segments:

- NW 4th Avenue (Hubbard to 10th Street and 10th Street to 23rd Street) – $241,646.31
- SW 10th Street (12th Avenue to 15th Avenue and 15th Avenue to Ferguson) – $102,483.06
- Barker Road (Hwy 180 to SW 10th Street) – $37,550.08

The total cost for Phase I is $381,679.45. Additional phases of the program will be presented later in the fiscal year as projects are prioritized and bid on. The streets chosen have good infrastructure under them. All streets are utilized to bypass downtown areas, and all will have base failures repaired before any type of paving will occur.

Mr. Kelley made the first motion to approve the Phase I Street Rehabilitation Program. Mr. Rusher seconded, and the motion carried 6-0.

20. **EXECUTIVE SESSION:** Mayor Johnson announced that there would be no Executive Session. The City Attorney's office will prepare for a future meeting.

21. **RECONVENE INTO OPEN SESSION:** No Executive Session was held.

22. Future Agenda Items/Requests by Councilmembers to be on the next agenda.

    No requests were suggested.

23. There was no further business, and the meeting was adjourned at 6:54 p.m.

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Regan Johnson, Mayor

ATTEST:

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Sharon McFadden, City Clerk

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APPROVED