

Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
November 15, 2018 at 6:30 p.m.

The Board of Aldermen meeting was called to order at 6:52 p.m. by Mayor Skip Blancett.

Gayle Blancett gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Frank Coachman, and Aldermen Andy Jackson and Michael Coggin. Alderman Michael McDougal was absent.

Salado High School Representative Present: Grace Barker

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, and Police Chief Rick Ashe

Citizens Communications

No citizen comments were heard.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of November 1, 2018.
- B. Approval of the October 2018 Financial Statements for the Village of Salado.

Alderman Jackson moved to approve Consent Agenda Item 1A, as presented. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 3-0.

Alderman Coggin moved to approve Consent Agenda Item 1B, as presented. Alderman Jackson seconded. Motion carried on a vote of 3-0.

2. Village Administrator's Status Report

- Wastewater Project Update

Village Administrator Ferguson reported collection system crews are finished installing mains on the east side of Main Street and work continues on the two lift stations. He stated repairs on Church Street will begin November 28, 2018. He anticipated completion of the collection system in mid-December 2018 and the treatment plant in mid-January 2019. He advised a Request for Proposals (RFP) will be issued next week for treatment plant operations.

- Sales Tax Collections for the Village of Salado

Village Administrator reported that the Village's November sales tax check, representing September collections, totaled almost \$45,000, up three percent (3%) from the same period last year. He noted this is the largest November check in the Village's history. Year-to-date collections total approximately \$85,600, up about fifteen percent (15%) from the same period last year and running well ahead of budget. He advised the Village of Salado has received around \$6,100,000 in sales tax collections since its incorporation.

- Preparations for Christmas Stroll

Village Administrator Ferguson reported TxDOT has been notified of the Stroll Parade. Salado Police Department will be providing parade traffic control. He stated that three light towers will be placed at key pedestrian traffic locations to enhance safety. He noted that more officers will be working this year and parking at the Salado Civic Center lot will be encouraged. Extra trolley carts will be used as shuttles.

In addition, Village Administrator Ferguson spoke on completion of a streets assessment and upcoming recommendations from the Street Improvement Committee for later consideration by the Board. Due to groundwater intrusion and overweight vehicles, he advised that Salado Plaza Drive is scheduled to be patched with concrete, rather than asphalt, with work to begin the week after the Thanksgiving holiday.

In response to Mayor Blancett's inquiries, Village Administrator Ferguson reported that Scottish Games events were well-attended and well-organized; Church Street repairs are estimated to cost approximately \$57,000-58,000; and the Salado Plaza Drive concrete patch is estimated to cost around \$4,000.

3. Discussion and Possible Action

- A. Discuss and consider possible action regarding a Salado ISD petition requesting annexation of the Salado ISD properties located on Williams Road and Salado School Road. (*Village Administrator*)

Village Administrator Ferguson stated that Salado ISD is still working on finalizing certain documents and legal descriptions for the subject properties listed in Agenda Items 3A, 3B, and 3C, with no action required at this time. As such, the Board will consider action on these items at its meeting on December 6, 2018.

- B. Discuss and consider possible action regarding the proposed annexation of the Salado School Road right-of-way from West Village Road to Thomas Arnold Road. (*Village Administrator*)

As previously stated (*see Agenda Item 3A*), Village Administrator Ferguson explained that no action needs to be taken at this time.

- C. Discuss and consider possible action regarding the proposed annexation of the Williams Road right-of-way from West Village Road to FM 2484. (*Village Administrator*)

As previously stated (*see Agenda Item 3A*), Village Administrator Ferguson explained that no action needs to be taken at this time.

- D. Discuss and consider possible action regarding a proposed agreement with Jeff Booker to provide fire plan review and fire inspection services for the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson highlighted key provisions in the proposed professional services agreement that would allow Mr. Booker to perform plan reviews and conduct inspections for new construction to ensure compliance with the International Fire Code. He noted that costs incurred for these services will be passed through to the building permit holder.

Alderman Coachman moved to approve the agreement, as presented. Alderman Jackson seconded. Motion carried on a vote of 3-0.

4. Workshop

- A. Discuss and consider issues relating to the Village of Salado Wastewater System including, but not limited to, the acquisition of grinder pumps, establishment of monthly service rates and a potential customer rebate program. (*Village Administrator*)

Village Administrator Ferguson spoke on an upcoming RFP issuance for treatment plant operations; review of RFP responses to be conducted by Village Administrator Ferguson and Alderman Jackson; sole source acquisition of grinder pumps; plumber certification program for those plumbers installing grinder pumps; updating of water usage for proposed system rates presentation in January 2019; residential volumetric rates based on winter-averaging; commercial volumetric rates based on annual averaging; Bell County Health District's allowance of 12-month grace period for decommissioning of on-site septic; finalization of system specifications; preparation of a customer information package; and upcoming informational meetings to educate customers and plumbers.

Discussion addressed: billing of wastewater customers (to be handled internally); enforcement measures for mandatory connection; comparison of anticipated rates to surrounding area cities; initial and future available capacity, including treatment plant upgrade options; the Village's response regarding possible extension of service to certain areas such as the Holiday Inn; seed material for treatment plant start-up; purpose of impact fees and strict requirements on how such fees can be held and spent; direct/indirect benefits to taxpayers who voted in favor of wastewater bonds (such as increased property values and increased sales tax collections); and scope of decommissioning/remediation of old Stagecoach plant and associated costs.

- B. Discuss and consider issues relating to a proposal to fund improvements to the audio system in the Board Room of the Salado Municipal Building. (*Village Administrator*)

Village Administrator Ferguson expressed appreciation to John Newman and a highly qualified local audio company for their generous assistance in acquiring and funding an improved audio

system that will help both the public in general and the hearing-disabled to hear meetings more clearly. Specific features of the proposed systems were detailed, including push-to-talk microphones, speakers, amplification, system portability, and digital recording. Discussion addressed the importance of transparency and possible streaming. Village Administrator Ferguson advised that a proposal will be presented to the Board in December.

C. Discuss and consider issues relating to a proposed Salado Police Department Holiday Package Protection Program. *(Village Administrator)*

Village Administrator Ferguson spoke of similar programs implemented in surrounding cities and described the drop-off and controlled delivery process. Discussion addressed manpower issues, potential liability to the Village, secure location for drop-off/delivery, and lack of time necessary to adequately address some of these issues and challenges before the program needs to be implemented for the 2018 Christmas holiday season. Discussion generally agreed to revisit development of this program for the 2019 Christmas holiday season.

D. Discuss and consider issues relating to the development of a Village of Salado Leadership Academy. *(Village Administrator)*

Village Administrator Ferguson provided details on the proposed development of a leadership academy in order to engage and educate local residents, including frequency of classes, certain activities involving administration, police/fire, municipal court, planning/permitting, boards/commissions, and involvement of other local governmental entities such as Salado ISD. He emphasized comprehensive hands-on activities as opposed to classroom presentations. He noted that the Board would approve the curriculum and scheduling. Discussion agreed to pursue development of a leadership academy at the Board's next meeting on December 6, 2018. There was brief discussion of the Board's December and January meeting schedule.

Adjournment

Salado High School Representative Grace Barker moved to adjourn. Alderman Jackson seconded. Mayor Blancett called the meeting adjourned at 8:22 p.m.

Recorded by:
Cara McPartland

These minutes approved on the 6th of December, 2018.

ATTEST:



Cara McPartland, City Secretary

APPROVED:



Skip Blancett, Mayor

