

Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
December 7, 2017

The Board of Aldermen meeting was called to order at 6:31 p.m. by Mayor Skip Blancett.

Mayor 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 Fred Brown, Aldermen Andy Jackson, Amber Dankert, Frank Coachman, and Michael McDougal.

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

Proclamations

- A. A proclamation recognizing the Salado Public Library for thirty-one (31) years of service to the Village of Salado and surrounding communities.

Mayor Blancett presented the proclamation to Library Director Jeanie Lively and stressed the importance of the Library to the community. Following Mayor Blancett's presentation, each alderman personally thanked Director Lively.

- B. A proclamation recognizing Tablerock Festival of Salado for the 25th anniversary of its annual production of *A Christmas Carol*.

Mayor Blancett advised that this proclamation will be presented at the final performance of this season's production of *A Christmas Carol* at Tablerock Amphitheatre. He thanked Jackie and Denver Mills for all they have done for Tablerock.

Citizens Communications

No citizen comments were heard.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of November 16, 2017.
- B. Approval of minutes of the Special Board of Aldermen meeting of November 28, 2017.
- C. Approval of minutes of the Special Board of Aldermen meeting of November 30, 2017.
- D. Approval of the October 2017 Financial Statements for the Village of Salado.

Alderman Jackson moved to approve Consent Agenda items, as presented. Alderman Coachman seconded. Motion carried on a 5-0 vote.

2. Status Reports

A. Village Administrator's Status Report

- Status report on wastewater issues

Village Administrator Ferguson reported on execution of contracts awarded at the Board's last meeting for construction and environmental monitoring. He advised water usage data entry continues, as the rate study is underway. He anticipated wastewater system construction to begin in January 2018. He advised that wind-blown debris caused some alarms at the Stagecoach plant, but has been cleared.

- Status report on Christmas Stroll

Village Administrator Ferguson reported the first weekend was successful and there were no major issues. He advised that a mid-weekend trash collection will help avoid overflowing trash cans. He noted that digital marketing helped the event's success and said a company may be offering a free billboard to the Village. He spoke of the need to plan for safety enhancements for next year's Christmas Stroll.

- Status report on the Texas department of Transportation's Main Street Improvement Project

Village Administrator Ferguson reported on possible street closures and measures to mitigate the impact of those closures such as development of a detour route.

In addition, Village Administrator Ferguson reported that there will be a meeting with Police Department personnel on Code enforcement. Brief discussion addressed the impact of sewer system construction and other projects, such as bridge replacement and sidewalk construction.

B. Salado Police Chief Status Report

- Status report on calls for service
- Status report on Christmas Stroll traffic
- Status report on Citizens on Patrol
- Status report on bank robbery prevention class

Police Chief Rick Ashe provided November statistics on the abovementioned items, including citations/warnings issued, number of arrests, and response times. He also spoke on the growing membership of Citizens on Patrol and on a robbery prevention training class held for bank employees. He said Christmas Stroll was well-attended and noted issues with lack of lighting at certain locations, particularly on Royal Street and portions of Main Street. Discussion addressed

possible solutions for traffic issues at the Main/Royal Street intersection, speed reduction measures for vehicles exiting I-35 at Main, and deer-related accidents.

C. Salado Fire Chief Status Report

- Status report on calls for service

Fire Chief Berrier was unable to attend tonight's meeting.

D. Salado Tourism Department Status Report

Village Administrator Ferguson reported that hotel tax collections are current. He stated that legal action has been authorized to enforce collection of delinquent hotel taxes from the Holiday Inn Express. He said the tourism director position is posted and interviews are scheduled for next week.

3. Public Hearing and Possible Action

Hold a public hearing and consider possible action approving an application for a conditional use permit (CUP) to allow a duplex on a property zoned Historic District (HD) located at 716 Center Circle Salado, Bell County, Texas. (*Village Administrator*)

Village Administrator Ferguson advised the applicant has withdrawn his CUP request and recommended the Board accept the request.

Mayor Pro-tem Brown moved to accept withdrawal of the request, as recommended. Alderman McDougal seconded. Motion carried on a vote of 5-0.

4. Resolution

Consider approval of a resolution of the Board of Aldermen of the Village of Salado, Texas, to establish the Village of Salado Wastewater Impact Fee Advisory Committee and the Salado Tourism Advisory Board to be appointed by the Board of Aldermen. (*Village Administrator*)

Village Administrator Ferguson explained membership requirements, terms, and anticipated meeting schedule. He recommended establishment of a five-member Wastewater Impact Fee Advisory Committee and a seven-member Tourism Advisory Board.

Alderman Coachman moved to approve the resolution of the Board of Aldermen of the Village of Salado, Texas, to establish the Village of Salado Wastewater Impact Fee Advisory Committee and the Salado Tourism Advisory Board to be appointed by the Board of Aldermen. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

5. Discussion and Possible Action

- A. Discuss and consider possible action regarding the proposed development and operation of a Salado Community Garden. (*Alderman Mike McDougal*)

Alderman McDougal introduced Dr. Jerry Herrick, who spoke on the proposal, including concept plan details, materials/labor, costs, ownership/management, establishment of rules, development of an advisory board, and timeline for completion.

Discussion addressed possible garden locations, aesthetically pleasing design, community involvement, and potential to pursue grant funding through USDA.

Alderman McDougal moved to approve the development and operation of a Salado Community Garden. Alderman Jackson seconded.

Discussion addressed management/operation of the garden, interlocal agreements with other entities, and advantages of central Main Street location. Motion carried on a vote of 5-0.

- B. Discuss and consider possible action regarding the proposed development and distribution of a citizen survey regarding deer management in the Village of Salado. (*Alderman Amber Dankert*)

Alderman Dankert presented sample survey questions and requested input and direction on specific survey language related to possible property tax increase scenarios, removal of weapons-related questions from the survey, option to include contact information from survey respondents, procedures to finalize survey questions, and preferences on mail-out timing and response deadline.

Alderman Coachman moved to proceed with development and distribution of a citizen survey regarding deer management to be presented at the Board's January 4, 2018 meeting for approval. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

- C. Discuss and consider possible action modifying the insurance limits for Vanir Construction Management in relation to the provision of construction management services for the Salado Wastewater Project. (*Village Administrator*)

Village Administrator Ferguson recommended lowering the required amount of professional liability insurance from \$10,000,000 to \$5,000,000 to bring the limit in line with that of other professionals involved in the project.

Alderman Coachman moved to approved modifying the insurance limits for Vanir Construction Management, as recommended by Village Administrator Ferguson. Alderman Dankert seconded. Motion carried on a vote of 5-0.

- D. Discuss and consider possible action regarding a proposed professional services agreement with Zara Environmental, LLC to monitor certain aspects of construction of the Salado Wastewater Project. (*Village Administrator*)

Village Administrator Ferguson spoke favorably of Zara's qualifications, highlighted the scope of the agreement, and recommended approval of the professional services agreement in an amount not to exceed \$25,000.

Alderman Coachman moved to approve the professional services agreement with Zara Environmental, LLC to monitor certain aspects of construction of the Salado Wastewater Project. Alderwoman Dankert seconded. Motion carried on a vote of 5-0.

- E. Discuss and consider possible action regarding the provision of health insurance benefits in calendar year 2018 to full-time employees of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson advised that responses to the Village's Request for Proposals were received from the Village's current provider, Scott & White and from Texas Municipal League Intergovernmental Employee Benefits Pool (TMLIEBP). He stated that comparison of the plans' costs and benefits found that TMLIEBP provided more comprehensive coverage at a lower cost. He noted that TMLIEBP also offers very affordable life and disability insurance with its proposal.

Alderman McDougal moved to approve TMLIEBP as the provider of health insurance benefits for calendar year 2018 for full-time employees. Alderman Coachman seconded. Motion carried on a vote of 5-0.

- F. Discuss and consider possible action regarding a proposal to fund and provide one-time gift cards for full-time employees of the Village of Salado in appreciation for their service. (*Mayor Pro-tem Fred Brown*)

Mayor Pro-tem Brown said he favored helping employees with a one-time gift card, but Village Administrator Ferguson explained that such gifts are now allowed for public employees unless they serve a public purpose and are budgeted for. He cited limitations on gifts to public employees and advised that plans are underway for a staff Christmas luncheon. Mayor Pro-tem Brown wished that his proposal was possible, but said perhaps there could be a future budget adjustment. No action was taken.

- G. Discuss and consider possible action appointing the mayor as the non-voting representative for the Village of Salado on the Killeen-Temple Metropolitan Planning Organization Technical Advisory Committee and designating the village administrator as the alternate representative for the Village. (*Village Administrator*)

Mayor Pro-tem Brown moved to approve the item, as presented. Alderman Coachman seconded. Discussion addressed KTMPO by-laws that do not allow for a Village of Salado representative to be a voting member and the benefit of having a seat and voice at the KTMPO, including possible funding opportunities for the Village of Salado. Motion carried on a vote of 5-0.

- H. Discuss and consider possible action regarding the appointment of members to the Village of Salado Wastewater Impact Fee Advisory Committee. (*Village Administrator*)

Village Administrator Ferguson advised that Mayor Pro-tem Brown submitted Jim Lassiter as a nominee to the Committee. He noted that at least 40 percent of Committee members must be representative of the real estate, development, or construction industries. Discussion established that five members are needed for the Committee. Alderman McDougal moved to approve the

appointment of Jim Lassiter to the newly established Wastewater Impact Fee Advisory Committee. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0. Mayor Blancett asked Board members to submit names of nominees to Village Administrator Ferguson to be included on the Board's January 4, 2018 agenda.

- I. Discuss and consider possible action regarding a proposed right-of-way tree trimming project within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson reviewed past Village tree trimming practices that relied on property owners to trim trees from private property over public streets. He cited problems with this practice and noted benefits of having the Village implement a right-of-way tree trimming program that would enhance safety and provide better protection for trees. He proposed the hiring of two reputable contractors to complete the trimming in January or by early February. He advised that property owners will be given the opportunity to trim their own trees to the Village's height standards at their cost and with their own contractor. He emphasized that the proposed program would not be like a typical utility tree trimming project with straight cuts, but will shape the canopy so the lowest limbs are 15 to 17 feet over the roadways and include measures to prevent the spread of oak wilt. He said letters will be sent to all affected property owners in advance of program implementation. He estimated that this pilot project will cost approximately \$14,000 to be paid from street maintenance funds, and if successful, will target additional streets next fiscal year. Discussion favored the tree trimming project as a practical solution that is in accordance with Street Improvement Committee recommendations.

Alderman McDougal moved to approve the right-of-way tree trimming project, as presented. Alderman Coachman seconded. Motion carried on a vote of 5-0.

- J. Discuss and consider possible action approving the amended Village of Salado Financial Report for the Fiscal Year ending September 30, 2016. (*Village Administrator*)

Village Administrator Ferguson stated his review revealed the need for several clean-up text corrections to the Financial Report to provide more accurate descriptions. He stressed that no changes are needed to any figures listed within the report.

Alderman Coachman moved to approve the amended Village of Salado Financial Report for the Fiscal Year ending September 30, 2016, as presented. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

Adjournment

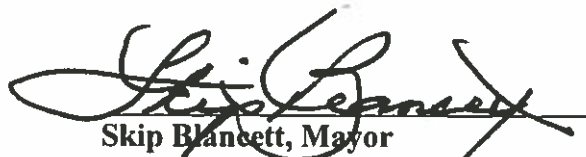
Hearing no further business, Mayor Blancett called the meeting adjourned at 8:02 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 4th of January, 2018.

APPROVED:


Skip Blancett, Mayor

ATTEST:


Cara McPartland, City Secretary

