

Village Board of Aldermen  
**Regularly Scheduled Board of Aldermen  
Meeting Minutes**

Municipal Building, 301 N. Stagecoach Rd.  
Thursday, June 5, 2008  
5:00pm

Members present: Merle Stalcup, Bob Pascoe, Stephen Peters, Carol Walls

Members Absent: Curt Strong

Others Present: Dianna Zulauf – Village Secretary, Alan Rogers – Chief of Police, Eldon Miller – Village Treasurer, Debbie Charbonneau – Tourism Director, citizens: 3

The Board met at 5:00PM to be a part of FirstCall training held by Chief Rogers. Chief Rogers could not get the computer training system to work in time. This training will be scheduled for a future date.

The Board adjourned at 5:40 and returned to continue with the regularly scheduled meeting.

Mayor Stalcup called the meeting to order at 6:30, quorum present.

**Citizen Comments:** Howard Bell, a Mill Creek resident stated that he felt the Board handled the aftermath of the recent storms poorly.

*Alderman Pascoe made a motion to approve the meeting minutes dated May 15<sup>th</sup>, the last regularly scheduled Board meeting, minutes dated May 16<sup>th</sup>, an Emergency called Board meeting, and minutes dated May 19<sup>th</sup>, a Special called Board meeting as presented. Motion was seconded by Alderman Walls, motion carried unanimously.*

*Alderman Pascoe made a motion to approve the Special Called Board meeting minutes dated May 27<sup>th</sup> as presented with the change of the minutes showing that a quorum was not present. Motion was seconded by Alderman Walls, motion carried unanimously.*

**Chief of Police Report:** Chief Rogers reported that the police department has 191 police responses during the month of May. Out of those 16 cases were filed.

**Report from Tourism Chair:** Tourism Director Charbonneau stated that Salado had 1,595 recorded visitors during the month of May and 153,546 inquiries about Salado from various advertising mediums. Director Charbonneau also reported that the publicist, Deborah Kaufman from Embella, has begun visits with the lodging properties to assist them with their marketing and advertising.

**Unfinished Business:**

None

## **New Business:**

1. Appointment to Fill Unexpired Alderman Seat of Merle Stalcup

Two applications were submitted for this position, Michael Cooper and Joe Price.

*Motion was made by Alderman Peters to appoint Michael Cooper to the unexpired alderman seat of Merle Stalcup, a one year term. Motion was seconded by Alderman Walls, motion carried unanimously.*

Judge Arthur Eads swore-in Michael Cooper who then joined the Board for the rest of the meeting.

2. Appoint Mayor Protem

*Motion was made by Alderman Pascoe to appoint Alderman Cooper as Mayor Protem.*

*Motion was seconded by Alderman Walls, motion carried unanimously.*

3. Citizen Gary Taylor – Winners Circle Bridge

Gary Taylor addressed the Board regarding the cleanup and continued work on Smith Branch waterway and thanked the Board for their continued efforts in acquiring a FEMA grant to replace the Winners Circle bridge.

Mr. Taylor gave the Board his list of prioritized suggestions of items he thinks the Board should be diligent in working on and completing. They are: roadways including bridges, waterways including run off from higher elevations, safety, support staff, restriction on road load limits, and partnership with Chamber of Commerce. Mr. Taylor also suggested the village government live within their means to make the village a well maintained and attractive place for the citizens and visitors.

4. Budget Reserve Resolution

Treasurer Miller stated that the Village needs to have a documented Reserve dollar amount and recommended five months worth of reserves for the Village for a total of \$150,000.00, and two months of reserves for the Hotel/Motel for a total of \$40,000.00. These dollar amounts will be decided during the upcoming budget process.

5. Possible Appointment of Code Official

The Board discussed the need, or lack thereof, of a Village Code/Building Official. This item was postponed pending further research.

6. Year-to-Date Financials

Treasurer Miller went over the financials. Alderman Peters recommended that the title be changed from Profit & Loss to Income & Expense. It was recommended that the current budget be amended to reflect large changes in Legal, Mortgage, Planning, and Emergency Operations. Alderman Cooper will draft an Ordinance amending such.

7. Petty Cash Policy Revision

Due to more change having to be made out of petty cash on a daily basis, Secretary Zulauf requested the policy be changed to reflect a petty cash balance of \$100.00 instead of \$75.00. The policy was also changed to reflect a cash register being used instead of a lock box.

*Motion was made by Alderman Peters to approve the recommended changes to the current Petty Cash policy. Motion was seconded by Alderman Walls, motion carried unanimously.*

8. Incoming & Outgoing Mail Policy Revision

Chief Rogers has requested the mail policy be changed to read that the Village Secretary does not open mail addressed to the Police Department but just date stamp the envelope and place the envelope in the Chief's box. This is due to some police correspondence being confidential.

*Motion was made by Alderman Pascoe to revise the Incoming & Outgoing Mail policy with the above stated changes. Motion was seconded by Alderman Walls, motion carried unanimously.*

9. Appointment to Village Advisory Committee

A list of six names was presented; Susan Terry, Dave Broecker, Ron Harrison, Jack Schrock, Vic Means, Don Ellis. Alderman Peters added Gerry Reihsen and Larry Nathanson to the list. As per the resolution passed at the last Board meeting, two individuals were to be from Mill Creek, one from the south side of town, one from the west side of town, and one business owner. Those chosen to serve on the committee are: Susan Terry and Jack Schrock to represent Mill Creek, Dave Broecker to represent the west side, Ron Harrison to represent the south side, and Don Ellis to represent a business owner.

10. Storm Damage Review

Mayor Stalcup stated that letters of appreciation are going out to those companies, military members and individuals who the Village knows helped out a great deal during the clean-up from the recent storms. It was suggested that the Village have a designated phone line that citizens can call for emergency messages, and investigate other information options such as internet postings and wall postings around town. It was suggested that in the future the disaster recovery FirstCall messages be made only after there has been a full assessment of the problem. The Board felt that they may have acted too quickly and there was too much misinformation being past around.

11. Village Emergency Operations Coordinator Appointment

Chief Rogers stated that the Village needs to officially appoint an Emergency Operations Coordinator (EOC) and that in many cities that person is the Fire Chief. This issue was postponed pending further research.

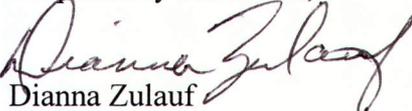
**Announcements:**

1. Next scheduled Board meeting is June 19, 2008 at 6:30PM.
2. Mayor Stalcup read a proclamation congratulating the Salado High School Baseball team for winning State Finals.

*Motion was made by Alderman Pascoe to adjourn the meeting at 8:45pm. Motion was seconded by Alderman Peters, motion carried unanimously.*

For copies of all handouts, please contact the Village office at 947-5060.

Respectfully submitted,

  
Dianna Zulauf  
Village Secretary

  
Merle Stalcup  
Mayor

