

**Village of Salado**  
**Salado Municipal Building**  
**301 North Stagecoach Road**  
**Salado, Texas**  
**Minutes of Regular Meeting of Board of Aldermen**  
**January 3, 2019 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 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 Frank Coachman, Aldermen Andy Jackson, Michael Coggin, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Acting Police Chief Matt Hicks, Fire Chief Shane Berrier, and Tourism Director Chadley Hollas

### **Citizens Communications**

No citizen comments were heard.

Mayor Blancett welcomed Bell County officials in attendance at tonight's meeting, including Commissioners Court Judge David Blackburn, Precinct Two Commissioner Bobby Whitson, and Tax Assessor Collector Shay Luedeke.

### **1. Consent Agenda**

- A. Approval of minutes of the Regular Board of Aldermen meeting of December 6, 2018.
- B. Approval of minutes of the Special Board of Aldermen meeting of December 12, 2018.
- C. Approval of minutes of the Special Board of Aldermen meeting of December 13, 2018.

Alderman McDougal moved to approve the minutes, as presented. Alderman Coggin seconded. Motion carried on a vote of 4-0.

### **2. Status Reports**

#### **A. Village Administrator's Status Report**

- Wastewater Project Update

Village Administrator Ferguson reported that the two lift stations are almost finished and scheduled to be energized next week in anticipation of testing. He advised that grinder pump stations have been ordered for those Main Street properties required to have them. He reported on treatment plant construction, which has experienced some rain delays, but is nearing completion by the end of January or early February. He said Request for Qualifications (RFQ) responses for

wastewater plant operations are due by 2:00 p.m. on Monday, January 7, 2019. He noted Alderman Jackson will help with reviewing responses and making a recommendation to the Board. He reported that updated water usage data for the initial customer base is currently being gathered to help finalize the rate structure. The design phase for the Williams Road/Salado School Road sewer mains is nearing completion.

- Salado Plaza Drive Road Improvement Project

Village Administrator Ferguson reported crews have completed work on the concrete patch which is hoped to be a more effective repair material than previously used asphalt. He said repairs are expected to cost about \$4,500.

- Salado Police Chief Search

Village Administrator Ferguson reported the position has been posted on the Village's website, as well as law enforcement websites. He advised that slightly over twenty (20) applications have been received and the posting will remain active for about another ten (10) days. He detailed the in-house process for reviewing and assessing applicants for the position, including holding a reception for finalists.

- Comprehensive Plan Update

Village Administrator Ferguson reported that data points in the Plan are being updated, such as certain development breakdowns and population projections. He said proposed text changes are being inserted into the Plan, anticipated joint meetings to be held with the Comprehensive Plan Update Committee, and highlighted the procedures allowing for public input throughout the approval process.

- Main Street Improvement Project

Village Administrator Ferguson reported that TxDOT is almost ready to let the project next month, which will include limited bike lanes, sidewalks, decorative street lighting, and drainage/parking improvements. He said this multi-million dollar project will be fully funded by the State. He advised that construction is expected to begin around May 2019 and last for approximately eighteen (18) months. He noted that the Village will be working carefully with contractors to minimize the project's impact on events and festivals. He stated the project will start with drainage improvements, followed by sidewalks and lighting. He advised there will be lane closures with clearly marked detour signage on Main Street for a six- to eight-week period during January-February 2020.

Mayor Blancett pointed out that Village Administrator Ferguson continuously checks on the need for barricade placement at low water crossings, which is a critical need for our community. Village Administrator Ferguson stressed that such monitoring and barricade placement is a team effort involving Village police and public works employees.

## B. Salado Police Chief Status Report

- Calls for service
- Citizens on Patrol (COP) Program
- Officer Recognition

Acting Chief Matt Hicks presented December 2018 statistics showing decreased calls for service and number of reports written, slight increase in citations/warnings issued, number of arrests/stops, and response time averages. He also reported that he personally responded to twelve (12) motor vehicle accidents on IH-35 from 8:00 a.m. to 3:30 p.m. during inclement weather yesterday, with assistance from Salado Volunteer Fire/EMS personnel. It was noted a COP report will be presented at the Board's next meeting.

Acting Chief Hicks recognized Officer Christopher Dunshie for his actions as the first officer on scene who helped save the life of a choking victim who later recovered. Photos were taken with Officer Dunshie and the Board of Aldermen. Mayor Blancett commended Officer Dunshie and thanked the Salado Police Department and Acting Chief Hicks for his leadership.

#### C. Salado Fire Chief Status Report

- Calls for service

Fire Chief Shane Berrier reported on the number of EMS, fire, and motor vehicle accident calls responded to within Bell County and the Village of Salado for the month of December. He compared 2017 and 2018 statistics reflecting an overall increase in calls within the Village. He spoke on the Fire Department's benefits of working with Temple EMS. Mayor Blancett commended Chief Berrier and his volunteer staff for an outstanding job. There was brief discussion of the Fire Department's current and future funding needs.

#### D. Tourism Director's Report

- Salado Marketing Plan Update

Tourism Director Chadley Hollas reported on social media postings, increased number of followers on social media platforms, and exploration of creative ways to highlight the Village. He envisioned partnering with businesses to grow influence in the coming year. He said the 2019 Visitor's Guide is being finalized for printing and state-wide distribution. He spoke of enhancing community engagement through business/lodging cooperation to help increase visitation/overnight stays. Brief discussion addressed recent activities of the Tourism Advisory Board, photography for marketing purposes, and positive feedback received from merchants and the community on December Stroll events.

In addition, Mayor Blancett introduced local sculptor Troy Kelley, who spoke briefly on early planning efforts to bring a Texas Hall of Fame to Salado.

### 3. Presentations

- A. Presentation by the Bell County Tax Assessor Collector regarding funds collected by Bell County for school crossing guard, health/nutrition, child abuse prevention/intervention, and drug/alcohol abuse prevention programs in Salado. (*Bell County Tax Assessor Collector Shay Luedeke*)

Shay Luedeke noted the presence of Bell County Commissioners Court Judge David Blackburn and Precinct Two Commissioner Bobby Whitson at tonight's meeting. He spoke on allocation procedures relating to motor vehicle registration fees collected by Bell County and historical allocations to the Village. Mr. Luedeke read the letter presenting funds allocated in the amount of \$2,657.22 and requirements regarding disbursement of those funds. Photos were taken with Board members and Bell County officials. Mayor Blancett thanked Mr. Luedeke and Bell County.

- B. Presentation by the General Manager of the Clearwater Underground Water Conservation District regarding the potential for the designation of a critical habitat for the Salado Salamander. (*Dirk Aaron, Clearwater Underground Water Conservation District*)

Dirk Aaron provided historical information on litigation and associated parties relating to designation of critical habitat for the Salado Salamander. He also presented information on myths and realities contained in a U.S. Fish and Wildlife Service publication on critical habitat. He spoke on cooperation with universities to find site-specific solutions as opposed to across the board regulations. He cited environmental threats such as extreme runoff from parking lots and the need for storm water controls to protect habitats. Village Administrator Ferguson said that federal government engagement on environmental issues is not a cause for fear and noted the importance of the community staying engaged regarding the designation process, which is fully and publicly vetted. He spoke of the benefits of developing baseline data on the salamander population, of continued monitoring/testing, and working with U.S. Fish & Wildlife Service to stay ahead of the curve on this issue.

Discussion addressed proactive cooperation among local governmental entities, including the Village, to continue efforts to rely on the best available science and explore water quality protection regulations for the Village that provide protection and work with, rather than against U.S. Fish & Wildlife. There was brief discussion of the District's funding, the community's commitment on environmental issues, and use of Village data for Main Street drainage improvements.

#### **4. Ordinance**

Consider approval of an ordinance of the Village of Salado, Texas, ordering a General Election on May 4, 2019 for the purpose of electing three (3) aldermen of the Village of Salado Board of Aldermen; establishing early voting locations and polling places for the election; making other provisions for the conduct of the election; and providing for findings of fact, severability, conflicting provisions, governing law, proper notice and open meeting, and an effective date. (*Village Administrator*)

Village Administrator Ferguson highlighted key provisions of the ordinance ordering a General Election on May 4, 2019, including election day and early voting dates/times/locations.

Mayor Pro-tem Coachman moved to approve the ordinance ordering a General Election on May 4, 2019 for the purpose of electing three (3) aldermen, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

## 5. Discussion and Possible Action

- A. Discuss and consider possible action regarding the allocation of funds presented to the Village of Salado by the County of Bell for school crossing guard, health/nutrition, child abuse prevention/intervention, and drug/alcohol abuse prevention programs in Salado. *(Village Administrator)*

Village Administrator Ferguson recommended approval of the allocation of funds (presented earlier in the meeting by Bell County Tax Assessor Collector Shay Luedeke) to Salado ISD to help fund its school crossing guard program.

Alderman Coggin moved to approve allocating the subject funds to Salado ISD for its school crossing guard program. Alderman Jackson seconded. Motion carried on a vote of 4-0.

- B. Discuss and consider possible action regarding the appointment of a judge for the Salado Municipal Court for Calendar Year 2019. *(Village Administrator)*

Village Administrator Ferguson advised the Board may reappoint the current Municipal Court Judge, Don Engleking, or appoint another individual. He added the Board may want to consider appointing an associate judge as a back-up in the event the presiding judge is unavailable. Alderman Coggin inquired if there were any other individuals interested in the position other than the current judge. Village Administrator Ferguson replied that Bell County Precinct 2 Justice of the Peace Cliff Coleman has expressed interest in the positions of either presiding judge or associate judge. Discussion addressed establishment of an associate judge position and possible payment arrangements for the position.

Alderman McDougal moved to approve the appointment of Don Engleking as the Salado Municipal Court Judge through December 31, 2019. Mayor Pro-tem Coachman seconded. In response to Alderman Coggin's inquiry about appointment of an associate judge, Village Administrator Ferguson replied that the Board may consider such appointment on a future agenda. Motion carried on a vote of 4-0.

Mayor Pro-tem Coachman moved to place the discussion of appointment of an associate judge on the Board's next workshop meeting agenda. Alderman McDougal seconded. Motion carried on a vote of 4-0.

- C. Discuss and consider possible action regarding a proposed interlocal agreement between the Village of Salado and Bell County relating to road improvements on Williams Road. *(Village Administrator)*

Village Administrator Ferguson explained the need to enter into an interlocal agreement to ensure that Bell County completes planned road improvements on Williams Road, as Williams Road

right-of-way is to be annexed into the Village of Salado in the near future. He recommended approval of the agreement, with the following revised language in Section 3.4: *“Section 3.4. Plans and Inspections. The County shall be responsible for review and approval of the engineering design, plans and specifications for the Project and coordination of construction inspection and testing for the Project. The County shall consider input from the Village and Salado ISD in its review of the engineering design, plans and specifications for the Project.”*

Discussion between Alderman Coggin and Village Administrator Ferguson addressed Section 3.1, which establishes the County will fully fund the Project, while the Village will be responsible for ongoing maintenance or improvements of the road upon annexation.

Alderman McDougal moved to approve the interlocal agreement, as presented. Alderman Coggin seconded.

Alderman Coachman requested an amendment to the motion, to include the aforementioned revised language in Section 3.4. Alderman Coggin seconded. Motion to accept the amendment carried on a vote of 4-0.

Mayor Blancett called for a vote on Alderman McDougal’s original motion to approve the interlocal agreement, as presented, including the amended motion to accept the revised language in Section 3.4, and seconded by Alderman Coggin. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action regarding a proposed pay adjustment of the position of Salado Police Chief. (*Village Administrator*)

Village Administrator Ferguson recommended consideration of a pay range in the area of \$65,000 to \$75,000. Discussion addressed current salary, length of job posting, mix of factors for determination of pay range, and law enforcement hiring procedures.

Mayor Pro-tem Coachman moved to approve an annual salary range of \$55,000 to \$75,000 for the position of Salado Police Chief. Alderman Jackson seconded. Mayor Blancett spoke on the critical nature of having active police/fire departments for protection of the public’s welfare. Motion carried on a vote of 4-0.

### **Adjournment**

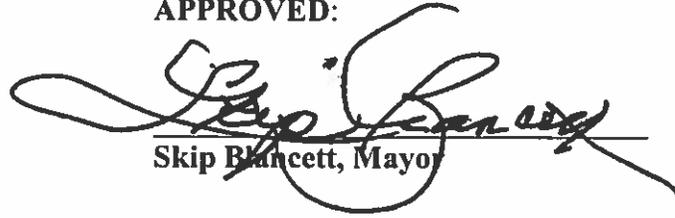
Alderman McDougal moved to adjourn. Alderman Jackson seconded. Mayor Blancett called the meeting adjourned at 8:05 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 17<sup>th</sup> of January, 2019.

APPROVED:

  
Skip Blanchett, Mayor

ATTEST:

  
Cara McPartland, City Secretary

