

Village of Salado, Texas
Board of Aldermen
Minutes

Workshop Meeting

6:30 p.m. Thursday, January 12, 2017
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Mayor Skip Blancett, Mayor Pro Tempore Fred Brown, Alderman Frank Coachman, Alderman Amber Preston Dankert, Alderman Michael McDougal, Alderman David Williams.

Others Present: Chrissy Lee, Building & Permitting; Judy King, Village Secretary; Jack Hensley, Chief of Police

1. **CALL TO ORDER**

- a. Mayor Skip Blancett opened the meeting at 6:30 with a prayer

2. **WORKSHOP SESSION**

- a. Discuss proposed mitigation measures due to impact of wastewater lines and how this may impact the budget.

Alderman Amber Dankert discussed proposed mitigation measures that will need to be taken due to the impact of wastewater lines. She discussed the scope of work to be performed by Zara, the environmental firm performing the biological assessment. It was agreed that the costs of the additional studies is unavoidable due to the demands of the federal agencies. Alderman Frank Coachman suggested that Zara submit a bid to assess the additional tributaries that will be crossed in the next expansion of the wastewater lines. It could be less expensive to complete these studies concurrently to save on future, inevitable expenses. Alderman Dankert proposed the use of the Georgetown ordinance as the working template for the creation of the Conservation Zone Ordinance that is a requirement for the wastewater project. This will be sent to the Ordinance Committee for preparation. Alderman Dankert further suggested that a Habitat Conservation Plan be considered which is eligible for funding through a grant. The HCP is the assurance that no further studies will be required regarding mitigation issues. The assignment of writing the grant will be given to Yvonne Lane, Village Grant Coordinator, for preparation.

- b. Discuss changes to BOA Rules and Procedures Ordinance including the frequency of regularly scheduled meetings and procedures for agenda items.

Village Secretary Judy King provided an overview of the frequency of meetings from 2012 to 2016. It was noted that Ordinance No. 2014.09 states that the BOA will meet for a Regular meeting on the first and third Thursdays of each month. She suggested amending

the ordinance to reflect a Regular meeting one time per month on the first Thursday. This would allow for an optional Workshop meeting if needed on the third month. The BOA discussion supported this change to begin immediately. The BOA also agreed to adhere to policies set forth in the ordinance for submission of items for consideration on an upcoming agenda. The ordinance will be sent to the Ordinance Committee and ready for approval at the next Regular meeting on February 2, 2017. The new schedule will begin in February with a Regular meeting at 6:30 p.m. on February 2, 2017 and an extended Planning Workshop at 6:00 p.m. on February 16, 2017.

- c. Discuss inspection services performed by Bureau Veritas on behalf of the Village.

Chrissy Lee provided an overview of the services provided by Bureau Veritas for the year 2016. Alderman David Williams noted that there were 700 inspections for 59 projects. A total of 82.7% of them were completed by the same inspector, Mike Brasuel. Chrissy reported that there had been no formal complaints filed with the Village regarding the inspection services provided through Bureau Veritas. Mayor Pro-Tem Fred Brown expressed his desire to go out for bid by local companies for these services for a reference point in comparing services with Bureau Veritas. Chrissy will follow up on a solicitation for bids after discussing the best methods for the bid process with Interim Administrator David Miller.

- d. Discuss the process of filling position available of the P & Z Commission.

Chrissy Lee discussed the current status of the members on the P & Z Commission. One member will be extended until February 2017 and another member's commission expires in February 2017. It was determined that we utilize the current alternates to fill those positions in February. She recommended that we designate a specific month that all commission appointments will expire. Currently, commissions expire all throughout the year. The month of July was decided to be the optimal month for appointments. The terms would remain at 2 years with a staggering of expirations; for instance, the commission of 3 members would expire one year and the commission of the remaining 2 members would expire the next year. There was also a suggestion to add more alternates. The ordinance will need to be amended to accommodate this need. The ordinance committee was charged with reviewing the current ordinance to see what changes need to be made to comply with the changes discussed. The application process was discussed and agreed upon that we should solicit interested applicants through the newspaper. Chrissy will be requesting that The Village Voice write an article about the change and place an ad. Any ordinance changes, appointment processes and applicants will be reviewed at the February 16, 2017 Workshop meeting.

3. **EXECUTIVE SESSION**

The Board of Aldermen entered into Executive Session at 8:45 p.m.

- a. Discussion regarding the annual evaluation and possible bonus for the Executive Director of the Chamber of Commerce/Tourism Bureau as authorized by Texas Government Code 551.074, Personnel Matters.
- b. Discussion regarding the position of Village Administrator as authorized by Texas Government Code 551.074, Personnel Matters.

The Board of Aldermen emerged from Executive Session at 9:20 p.m. for a short break.

The Board of Aldermen reconvened into Executive Session at 9:25 p.m.

The Board of Aldermen emerged from Executive Session at 9:47 p.m.

4. **ADJOURN**

Mayor Pro Tem Brown made a motion to adjourn. Alderman Dankert seconded. The meeting was adjourned at 9:49 p.m.


Skip Blancett, Mayor

ATTEST:

Judy King, Village Secretary