

**MINUTES OF THE MEETING OF THE
VILLAGE OF BEAR CREEK COMMISSIONERS
October 17, 2016**

1) Call to Order

The meeting was called to order 7:00 pm.

2) Roll Call

Mayor Upham, Commissioner Brushwood and Commissioner Burns are present.

3) Citizens Comments will be taken from the audience on Non-Agenda related topics. No action may be taken by the City during Citizens Comments.

Kathryn Rosenbluth informed council that Kathleen Cole's garden cart was stolen from their property. A week later we found it on our property. It was rolled up our driveway and stashed under cedar trees. Kathryn also informed council, that recently Mike Segalotto was in the creek, heard gun fire and a bullet whizzed by. He hollered out to stop shooting and the shooting stopped.

4) Approval of Minutes from September 12, 2016 Commissioner Meeting.

Commissioner Brushwood makes motion to approve September 12, 2016 minutes with one change. Correct item 7.C from 12" to 12'. Commission Burns seconds. Motion is approved unanimously.

5) Discussion and possible action in regards to reviewing 2016 – 2017 budget and actual expenditures.

2016 – 2017 Budget with actual expenditures is not available. Item tabled.

6) Consent Agenda – the following may be acted upon in one motion. A

Commissioner, Mayor or a Citizen may request items be pulled for separate discussion and/or action.

A. Approval to pay Texas Municipal League \$536.00 membership dues. Invoice dated 9/8/16.

B. Approval payment t Pathmark Traffic Product \$285.75. Invoice dated 9/29/16.

C. Approve reimbursement to Kathryn Rosenbluth \$292.39 (\$142.22 HostGator web renewal, \$94.00 stamps,\$12.96 print ROW mailing, \$42.99 envelopes)

D. Approve payment to Victor O Schinnerer \$130.00 for Commissioner Burns 3

yr bond. Invoice dated 8/30/16.

E. Approve payment to Victor O Schinnerer \$130.00 for Mayor Upham 3 yr bond. Invoice dated 9/19/16.

F. Approve payment to Jeff Raffaele \$575.00 for sign installation and tree trimming, as needed to view signs. Invoice dated 10/9/16.

Commissioner Burns makes motion to approve the consent agenda. Commissioner Brushwood seconds. Discussion of website expense \$142.22 is greater than the \$125.00 budgeted. Discussion of Jeff Raffaele invoice of \$575.00, council had approved \$500.00 additional \$75.00 is due to ROW tree trimming found necessary during job.

Mayor Upham re opens

5) Discussion and possible action in regards to reviewing 2016 – 2017 budget and actual expenditures.

Mayor makes motion to amend budget by \$25.00. Taking \$25.00 from contingency fund and moving it to Web Site Hosting. Thereby increasing Web Site Hosting amount from \$125.00 to \$150.00. Commissioner Burns seconds. Motion is approved unanimously.

Mayor Upham re opens

6) Consent Agenda – the following may be acted upon in one motion. A Commissioner, Mayor or a Citizen may request items be pulled for separate discussion and/or action.

Open motion is pending: Commissioner Burns made motion to approve the consent agenda. Commissioner Brushwood seconded. Motion is approved unanimously.

7) New Business

A. Discussion and possible action on fee proposal from Volkert Inc for engineering services to evaluate VOBC roadways; at cost of \$4,000.00.

The last council workshop Mayor Upham and Commissioner Brushwood drove the VOBC roadways with Volkert Inc representatives and openly discussed the roads. Volkert mentioned a couple of ideas: 1) Chip Seal all roads with a smaller rock to reduce road noise. 2) Blade Patch roads: Bring in a grader and scrape off existing road

to base. Bring in asphalt. Pave and reestablish crown. Then put new road on top. Volkert Inc presented council with a fee proposal for engineering services to full evaluate all roadways, make recommendations for scope of work, prepare the bid and process bids. Cost is \$4,000.00 for the bid service and \$800.00 bid evaluation. Council discusses and agrees there is value in having the roads assessed by licensed engineering firm.. Mayor Upham makes motion to higher Volkert Inc to evaluate roadways, prepare the bid package and evaluate bids. Commissioner Brushwood seconds. Motion is approved unanimously.

B. Discussion and possible action regarding mowing the Right of Way.

Council discusses the need to mow the Right of Way. Brushwood would like the mowing completed by 10//25/16, so that it's done before the ditch work. Mayor Upham says in addition to mowing he would like to contract out stump removal or stump killing. Many of the Right of Way trees that were cut down, their stumps are showing signs of new growth and need to be killed. Recommend brush be gone or a stump killer of some sort rather than stump removal. Commissioner Burns makes motion to approve amount not to exceed \$1,000.00 for mowing Right of Way and stump removal/tree/sucker removal in Right of Way not to exceed \$300.00. Commissioner Brushwood seconds. Motion is approved unanimously.

8) Old Business

A. Discussion and possible action on road system including the low water crossing and road signage. (Upham)

Kathryn Rosenbluth informs council she has not been able to reach Robert & Laura Mullen at 8001 N Madrone Trl by telephone and has no email address for them. She left a note on their gate asking that they contact her regarding their driveway and their access to N Madrone Trl is eroding the road. She's not heard from them. Commissioner Brushwood mentions the new speed limit signs look good.

B. Discussion and possible action regarding an automated digital speed limit detection and warning sign. (Brushwood)

Commissioner Brushwood reports no new action. He does intend to move the sign to a new location. Moving it is a two person job, Seabo Rountree offered to help him move the digital speed limit sign.

C. Discussion and possible action regarding Village of Bear Creek Right-of-Way; including but not limited to ditch work. (Upham)

Commissioner Brushwood reports that Johnny with Texas Road Repair and Patches, will start the low water crossing work and ditch work Monday 10/24/16. He will start on the low water crossing and relocate fill to Right of Way at both entrances and residents who have volunteered to take fill. Brushwood is coordinating the project. They will have 1 bobcat and 1 dump truck. They'd like to store the bobcat and dump truck in the VOBC overnight. Mayor Upham suggested storing at Madrone Cr or Niles Cove. And suggested contacting 811 Dig to ensure all ditch work sites are clear of any utility or water lines.

**D. Discussion and possible action to change the Minimum Driveway Standards.
(Burns)**

Commissioner Burns has not met with Glen Ragan yet. However, has been researching driveway standards and has a list of questions he wants to discuss with Ragan and council.

Questions:

1. Do we want to limit the number of driveways per property?

Answer: limit 2 driveways per lot, per street

2. Should we have a statement all driveways should be paved or hard surface?

Answer: no

3. Is minimum 12' a reasonable width?

Answer: yes

4. Should there be a statement of the angle to approach?

Answer: within 15 degrees of 90 degrees is good.

5. Grade on all driveway approaches should exceed 15%?

6. Install erosion or sediment control if required or requested?

E. Discussion and possible action regarding detailed map of VOBC.

Item tabled

9) Announcements

**A. Next VOBC Commissioners Meeting is scheduled for Monday,
November 21, 2016 7:00 PM**

10) Adjournment

The meeting adjourned at 8:32 PM

Submitted on November 20, 2016 by Kathryn Rosenbluth.

Approved on 11/20/16

By Kathryn Rosenbluth, City Secretary 