

**MINUTES OF THE MEETING OF THE
VILLAGE OF BEAR CREEK COMMISSIONERS
December 19, 2016**

1) Call to Order

The meeting was called to order 7:05 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.

None.

4) Approval of Minutes from November 21, 2016 Commissioner Meeting.

Commissioner Brushwood makes motion to approve November 21, 2016 minutes with these two corrections: 1. #6 correct residents names (Odham, Shilstra, McCoullough, Ragan) to (Odham, Shilstra, McCullough, Hallberg). 2. #6- A correct the invoice date from 1/1/16 to 11/1/16. Commissioner Burns seconds. Motion is approved unanimously.

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

Reviewed no changes needed.

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. Approve payment to Hays Central Appraisal District \$94.32 for 1t QTR 2017.

Invoice dated 12/15/16.

B. Approve payment Texas Municipal League Intergovernmental Risk Pool \$1,089.76. Invoice dated 12/1/2016.

Commissioner Brushwood requests to pull item 6B for discussion. Commissioner Burns makes motion to approve payment to item 6A. Commissioner Brushwood seconds.

Motion is approved unanimously. Item 6B is opened for discussion. City Secretary explains that TML Intergovernmental Risk Pool is for annual liability coverage.

Policy is a specific one designed for small cities with annual budget under \$500,000.00.

Commissioner Brushwood makes motion to approve payment to item 6B. Commissioner

Burns seconds. Motion is approved unanimously.

7) New Business

A. Discussion and possible action regarding Texas Road Repair & Patches \$1,700.00 bid for road work on potholes and shoulders. (Brushwood)

Texas Road Repair & Patches provided a bid for pot hole and road edge repair. Most of our road issues are on Bear Creek Dr and North Madrone Trl. Texas Road Repair's method is used by other cities with good results. Bid is \$1,700.00 per material load. Mayor Upham shared the bid with Volkert Engineering who feels we should consider it. If we proceed they recommend after 3 to 6 months follow up with a seal coat. After months of discussion of what to do with large pot hole near 9004 Bear Creek Drive, Mayor Upham says we should consider accepting the bid not to exceed 2 to 3 loads. Mayor Upham makes motion to approve up to 3 material loads not to exceed \$5,500.00 for Texas Road Repair & Patches to do pot hole and shoulder work. Commissioner Brushwood seconds. Motion is approved unanimously. Mayor will contact Johnny w/ Texas Road Repair & Patches and mark the 'hot spots' on roadway.

B. Discussion and possible action regarding Hays County Hazard Mitigation Plan and appointing a VOBC representative and alternate to attend meetings.

City Secretary explains that the Village of Bear Creek is a participating community in the Hays County Mitigation Plan. It's a requirement the plan be updated every 5 years and submitted to FEMA and the state for approval prior to the November 28,2017 expiration. Its required that all participating communities attend all meetings. We failed to attend the December 8, 2016 kick off meeting. To make that up, the City Secretary participated in webinar and received the Village of Bear Creek notebook. Typically City Secretary attends these meetings, and if she's not available Mayor Upham. Mayor Upham suggests we have an additional back up to avoid nonattendance. Commissioner Brushwood volunteers to be the point person to participate in Hays County Mitigation Plan meetings. The next meeting is scheduled for January, exact date is yet to be announced. Council discusses what they consider to be the top 5 Hazards for residents in the Village. Top 5 are: Fire, Flood, Loss of utilities (primarily electricity), Wind and Chemical.

8) Old Business

A. Discussion and possible action n road system including: Volkert Inc engineering services, low water crossing and road signage. (Upham)

Mayor Upham reports Volkert Inc is working on preparing the bid to include ultimate seal coat then adding rock. . As mentioned earlier in the meeting he discussed Texas Road Repair & Patches process with Volkert Inc. Volkert Inc said Texas Road Repair & Patches uses the same size rock they recommend. Their bid will not include paving over the low water crossing. Goal is for bid process to conclude, council make decision and work begin spring/summer.

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

Commissioner Brushwood reports the speed limit detection sign's battery recharged and he's downloaded data. Printer malfunction prohibited bringing the data for discussion. Speed limit detection sign has been relocated near 8500 N Madrone Trl facing outbound traffic.

C. Discussion and possible action regarding Village of Bear Creek Right-of-Way. (Upham)

Mayor suggest we keep an eye on any future growth on tree stumps in the Right of Way.

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

Commissioner Burns requests item be tabled.

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

Commissioner Brushwood presents council with Village of Bear Creek maps prepared by Gilbert in the Hays County Appraisal District. Large maps and small maps all detailed. It's noted hard copy maps aren't up to date with recent subdivides. Interactive map located at www.Hayscad.com

9) Announcements

**A. Next VOBC Commissioners Meeting is scheduled for Monday,
January 16, 2016 7:00 PM**

10) Adjournment

The meeting adjourned at 8:25 PM

Submitted on January 15, 2017 by Kathryn Rosenbluth.

Approved on Jan 16, 2017

By Kathryn Rosenbluth, City Secretary Kathryn Rosenbluth