

**LAKEWOOD VILLAGE TOWN COUNCIL**

**COUNCIL MEETING**

**DECEMBER 8, 2016**

**Council Members:**

Dr. Mark Vargus, Mayor  
Ed Reed – Mayor Pro-Tem  
Clint Bushong - ABSENT  
Gary Newsome  
Ray Duff  
Dan Tantalo – arrived at 8:24 p.m.

**Town Staff:**

Linda Asbell, TRMC, Town Secretary

**REGULAR MEETING - 7:00 P.M.**

With a quorum of the Council Members present, Mayor Vargus called the Regular Meeting of the Town Council to order at 7:00 p.m. on Thursday, December 8, 2016, in the Council Chambers of the Lakewood Village Town Hall, 100 Highridge Drive, Lakewood Village, Texas.

**PLEDGE TO THE FLAG:**

**(Agenda Item A)**

Mayor Vargus led the Pledge of Allegiance

**PUBLIC HEARING:**

**(Agenda Item B)**

A public hearing was held to provide an opportunity for citizens to comment on the proposed water and wastewater impact fees. Mayor Vargus opened the public hearing at 7:02 p.m.

**MOTION:** Upon a motion made by Mayor Pro-Tem Reed and seconded by Councilman Newsome, council voted three (3) “ayes”, no (0) “nays” to close the public hearing at 7:02 pm. *The motion carried.*

**VISITOR/CITIZENS FORUM:**

**(Agenda Item C)**

Mr. Bill Schoknecht asked for explanation on the need for executive sessions. Mayor Vargus explained that the council utilizes executive sessions for many reasons. State law allows all municipalities use executive sessions, the reasons are always listed on the posted agendas.

**REGULAR AGENDA:**

**(Agenda Item D)**

**Consideration of Municipal Development  
District Operation of USACE Water Well  
(Vargus)**

**(Agenda Item D.1)**

Mayor Vargus reported that the Town has been operating the water well at the USACE park for approximately four years. The Municipal Development District would like take over operations of the well and would be responsible monthly laboratory testing. There was some discussion about future expanded usage. Mayor Vargus reported that MDD President Eric Farage would be attending a future meeting and council would consider handing the operations to the MDD at that time.

**Consideration of Utility and Building  
Services Coordinator Position (Reed)**

**(Agenda Item D.2)**

Councilman Reed reported that he did not receive any feedback or concerns from council members about the job description or salary range that he presented at the November council meeting. There was some discussion about adoption of the position description and establishment of a salary range.

**MOTION:** Upon a motion made by Mayor Pro-Tem Reed and seconded by Councilman Duff, council voted three (3) “ayes”, no (0) “nays” to adopt the job description of the Utility and Building Services Coordinator Position. *The motion carried.*

Mayor Pro-Tem Reed reported that Summer Paulsen currently earns \$12.00 per hour. Mayor Pro-Tem Reed stated that he had some difficulty identifying a similar position to establish an average salary because Ms. Paulsen has such a large range of responsibilities. There was discussion about different rates of pay for various positions in other municipalities. Mayor Vargus reported that if Ms. Paulsen’s pay was increased to \$15.00 per hour it would have an impact on the budget of approximately \$4,000. There was some discussion about the limited responsibilities of the temporary worker that was hired to assist when the Town Secretary was on vacation being paid \$12.00 per hour. Mayor Vargus stated that he would like to start the bottom of the range of pay for this position at \$15.00 per hour. Council discussed a start date for the new salary for Ms. Paulsen to be January 1, 2017.

**MOTION:** Upon a motion made by Councilman Newsome and seconded by Councilman Duff, council voted three (3) “ayes”, no (0) “nays” to adopt a new salary of \$15.00 per hour for the Utility and Building Services Coordinator position to begin January 1, 2017. *The motion carried.*

**Discussion of Texas Municipal League  
Insurance Update (Vargus)**

**(Agenda Item D.3)**

Mayor Vargus reviewed information received during a meeting he had with Texas Municipal League regarding the town's insurance coverage. Mayor Vargus reported that the building inspectors would not be protected by tort reform if they were required to purchase individual liability policies. Texas Municipal League representatives stated that the insurance premium the town pays would not change if the three building inspectors were included in the policy and this would provide them liability coverage. Being covered as a town employee would protect the building inspector under the town's tort reform. Mayor Vargus also spoke to an independent insurance provider who stated a separate policy for the building inspectors would be several thousands dollars each. There was some discussion about creation of job descriptions for building officials and building inspectors. Mayor Vargus reported on improvements planned for building inspection tracking software. Mayor Pro-Tem Reed offered to create the job descriptions.

**Discussion of Updates to GIS Mapping  
Project (Vargus)**

**(Agenda Item D.4)**

Mayor Vargus reported in technology improvements to the GIS processing. Mr. George Styuck will bring updates to the GIS mapping to council in the next few months which will be more accurate and will contain more information.

**Discussion of Town Hall Improvements  
(Bushong)**

**(Agenda Item D.5)**

Mayor Vargus reviewed the current zoning requirement that garbage cans and air conditioning units must be screened. Councilman Bushong is providing a proposal for screening at Town Hall. Mayor Vargus stated that Councilman Bushong will be bringing specifics of this proposal to the council at the meeting in January.

**Discussion of Parks Advisory Board (Vargus)**

**(Agenda Item D.6)**

Mayor Vargus reported that the town has a growing need to create a parks advisory board. The board would be made up of citizens, a council representative, and a representative of the Municipal Development District board. Mayor Vargus would like people that are interested be the ones that make the decisions and recommendations.

**Consideration of the Minutes of the  
November 10, 2016 Council Meeting (Asbell)**

**(Agenda Item D.7)**

**MOTION:** Upon a motion made by Mayor Pro-Tem Reed and seconded by Councilman Duff, council voted three (3) “ayes”, no (0) “nays” to approve the minutes as presented. *The motion carried.*

**Consideration of the Minutes of the  
November 22, 2016 Council Meeting (Asbell)**

**(Agenda Item D.8)**

**MOTION:** Upon a motion made by Mayor Pro-Tem Reed and seconded by Councilman Duff, council voted three (3) “ayes”, no (0) “nays” to approve the minutes as presented. *The motion carried.*

**EXECUTIVE SESSION:**

**(Agenda Item E)**

At 7:40 p.m. Mayor Vargus recessed into executive session in accordance with Texas Government Code, Section 551.001, et seq., the Town Council will recess into Executive Session (closed meeting) to discuss the following: (1) §551.071(1): Consultation with Attorney regarding pending litigation – *Bizios vs. Town of Lakewood Village*, 453 S.W. 3d 598 (Tex. App. – Fort Worth 2014), pet. granted, No. 15-0116 (Tex. 2016); (2) §551.071(2): Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: Town boundaries, annexations, dis-annexation, and interlocal agreements; (3) §551.072: Deliberation regarding the purchase, exchange, lease, or value of real property; (4) §551.087: To discuss or deliberate regarding commercial or financial information that the Town of Lakewood Village has received from a business prospect that the Town seeks to have locate, stay, or expand in or near the territory of the Town of Lakewood Village and with which the Town is conducting economic development negotiations; and/or to deliberate the offer of a financial or other incentive to the business prospect; and, (5) §551.076: To discuss or deliberate regarding security devices.

**RECONVENE:**

**(Agenda Item F)**

Mayor Vargus reconvened the regular session of the Lakewood Village Town Council at 8:24 pm. No action was taken.

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REGULAR SESSION  
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Councilman Tantalo arrived at 8:24 p.m. and took his place on the dais.

**COUNCIL AND STAFF COMMENTS**

**(Agenda Item G)**

Town Secretary Linda Asbell reported that the town has received several positive responses to the invitations for the appreciation dinner to be held on December 13, 2016.

Mayor Vargus reported that the Christmas at Town Hall was well attended and everyone seemed happy.

**ADJOURNMENT**

**(Agenda Item H)**

**MOTION:** Upon a motion made by Councilman Duff and seconded by Mayor Pro-Tem Reed council voted four (4) “ayes” and no (0) “nays” to adjourn the Regular Meeting of the Lakewood Village Town Council at 8:26 p.m. on Thursday, December 8, 2016. The motion carried.

These minutes approved by the Lakewood Village Town Council on the 12th day of January 2017.

APPROVED

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Dr. Mark E. Vargus  
MAYOR

ATTEST:

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Linda Asbell, TRMC  
TOWN SECRETARY