**MINUTES**

**TOWN OF COPPER CANYON**

**REGULAR TOWN COUNCIL MEETING**

**MONDAY, DECEMBER 14, 2020**

**7 P.M.**

In accordance with order of the Office of the Governor issued March 31, 2020, the Copper Canyon Town Council conducted a regular meeting on Monday, December 14, 2020 at 7:00 p.m. by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting agenda was posted online at [www.coppercanyon-tx.org](http://www.coppercanyon-tx.org/).

Members of the public were entitled to participate either remotely

* Via Toll-free dial-in number:
  + 1-888-788-0099 or 1-877-853-5247
    - Meeting ID: 892 4744 1465
    - Passcode: 154685

or

* Via Zoom meeting link:
  + https://us02web.zoom.us/j/89247441465?pwd=NmhLb0txZ3ZsTWlZakYxZWJqWHJvZz09
    - Meeting ID: 892 4744 1465;
    - Passcode: 154685

1. **CALL TO ORDER**

**Mayor Robertson** called the regular meeting of the Copper Canyon Town Council to order at 7:00 p.m. on the 14th day of December 2020 via a telephone conference / Zoom meeting.

**Council Present**

**Rudy Castillo** Council Member

**Robin Douglas-Davis** Council Member

**Steve Hill** Council Member

**Jeff Mayer** Council Member

**Ted Stranczek** Council Member

**Staff Present**

**Donna Welsh** Town Administrator

**Sheila Morales** Town Secretary

A quorum of the Town Council was established.

1. **PUBLIC INPUT**

Citizens can make comments to the Town Council during this section of the meeting agenda. We ask citizens who wish to speak on agenda items to sign in on the sheet provided on the table at the back of the Council Chambers. There is a 3-minute time limit for each speaker. Pursuant to State Open Meetings law, the Town Council cannot discuss or take action on items not posted on the Agenda. Therefore, the Council cannot take action on or discuss any issues or items brought up during public input.

**Council Member Stranczek** mentioned that bicyclists are riding in the Town’s construction zone and that is against the Town’s ordinances. **Town Administrator Welsh** stated that ‘No bicycle’ signs were placed before each entrance of the construction zone weeks ago.

1. **STAFF, MAYOR, AND COUNCIL REPORTS ON ITEMS OF COMMUNITY INTEREST** (Pursuant to Texas Government Code Section 551.0415 the Town Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules, (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.)

**Town Administrator Welsh** asked the Council Members to let her know if they have any issues that they’d like added to the January 2021 workshop agenda.

1. **ENGINEER REPORT**

* Stormwater (MS-4)
  + Monthly construction site inspections
  + Dry-weather screening (culvert inspections)
* Streets and Drainage
  + Jernigan Road
  + Meadow Bridge Erosion Repair
  + Poindexter Branch Flood Study
  + Annual Contract for Miscellaneous Pavement Repair and Drainage Improvements
* Miscellaneous
  + Town Center wastewater line
  + Building Permit reviews

**Council Member Mayer** asked that **Town Engineer Vickery** check the drainage issues at 606 Chinn Chapel, along the creek.

1. **CONSENT**

Items on the Consent Agenda are routine and administrative in nature. As such, these items are considered for approval by a single motion and vote without discussion. Council Members can remove an item or items from the agenda, so it can be considered separately and/or add any item to be considered as part of the Consent Agenda.

* 1. Approve November 9, 2020 Minutes of Council Meeting
  2. Approve November 16, 2020 Minutes of Special Council Meeting
  3. Approve extending the agreement with Leslie Roy Freeman as the Town’s On-site Sewage Facility (OSSF) Designated Representative for fiscal year 2020–2021.
  4. Approve Ordinance 20-014 (granting a franchise to Cross Timbers Water Supply Corporation to be effective January 1, 2021 through December 31, 2021)
  5. Approve Ordinance 20-015 (editing the Development Review Committee (DRC) participants as detailed in Copper Canyon’s Code of Ordinances, Chapter 10 – Subdivision Regulation, Exhibit A Subdivision Ordinance, Chapter 2 – Application and Development Review Process, Sec. 2.1 General, Letter A by changing ‘Mayor Pro Tem’ to ‘Town Council Member’).

**Mayor Robertson** suggested that for Consent Item #4, the term be extended from a one-year agreement to a five-year agreement.

**Council Member Douglas-Davis** asked that Consent Item #5 be moved to and considered during the Action & Discussion Items portion of the agenda.

**Council Member Stranczek** made a motion to approve Consent Agenda Items #1-4 with the amendment to Consent Item #4 extending the term from a one-year agreement to a five-year agreement.

**Council Member Hill** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Council Members Castillo, Douglas-Davis, Hill, Mayer and Stranczek**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

Consent Item #5 was moved and discussed as the first Action & Discussion Item (see below).

1. **ACTION & DISCUSSION ITEMS**

**Consent Item #5**: Approve Ordinance 20-015 (editing the Development Review Committee (DRC) participants as detailed in Copper Canyon’s Code of Ordinances, Chapter 10 – Subdivision Regulation, Exhibit A Subdivision Ordinance, Chapter 2 – Application and Development Review Process, Sec. 2.1 General, Letter A by changing ‘Mayor Pro Tem’ to ‘Town Council Member’).

**Council Member Douglas-Davis** requested that two council members be part of the DRC, rather than just one.

**Council Member Mayer** made a motion to pull Ordinance 20-015 from the agenda and for the ordinance to be considered at the next council meeting with the change of adding two council members rather than just one council member.

**Council Member Douglas-Davis** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Council Members Castillo, Douglas-Davis, Hill, Mayer and Stranczek**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. Discuss, consider and take action awarding the 2020 Annual Contract for miscellaneous pavement repairs and drainage improvements to SPI Asphalt, LLC in the total amount of $263,015.00.

**Council Member Stranczek** made a motion to award the 2020 Annual Contract for miscellaneous pavement repairs and drainage improvements to SPI Asphalt, LLC in the total amount of $263,015.00.

**Council Member Hill** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Council Members Castillo, Douglas-Davis, Hill, Mayer and Stranczek**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. Discuss, consider and take action regarding appointing a Mayor Pro Tem.

**Mayor Robertson** nominated **Council Member Hill** as Mayor Pro Tem.

**Council Member Douglas-Davis** made a motion to appoint **Council Member Hill** as Mayor Pro Tem.

**Council Member Mayer** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Mayor Pro Tem Hill and Council Members Castillo, Douglas-Davis, Mayer and Stranczek**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. Discuss, consider and take action regarding appointing a Deputy Mayor Pro Tem.

**Mayor Robertson** nominated **Council Member Stranczek** as Deputy Mayor Pro Tem.

**Mayor Pro Tem Hill** made a motion to appoint **Council Member Stranczek** as Deputy Mayor Pro Tem.

**Council Member Mayer** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Mayor Pro Tem Hill, Deputy Mayor Pro Tem Stranczek and Council Members Castillo, Douglas-Davis and Mayer**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. Discuss, consider and take action regarding appointing Council Member Castillo as the Development Review Committee representative.

**Council Member Mayer** made a motion to appoint **Council Member Castillo** as the Development Review Committee representative.

**Mayor Pro Tem Hill** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Mayor Pro Tem Hill, Deputy Mayor Pro Tem Stranczek, Council Members Castillo, Douglas-Davis and Mayer**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. Discuss, consider and take action regarding appointing Council Member Mayer as the Emergency Management Liaison.

**Deputy Mayor Pro Tem Stranczek** made a motion to appoint **Council Member Mayer** as the Emergency Management Liaison – serving as the Town’s representative for the Fire Board and Sheriff Office.

**Mayor Pro Tem Hill** seconded the motion.

**Mayor Robertson** requested a roll call vote.

Ayes: **Mayor Pro Tem Hill, Deputy Mayor Pro Tem Stranczek, Council Members Castillo, Douglas-Davis and Mayer**

Nays: None

**Mayor Robertson** announced that the motion carried unanimously.

1. **DISCUSSION OF FUTURE AGENDA ITEMS** (A Councilmember may request that an item be placed on a subsequent agenda for consideration. Any deliberation shall be limited to the proposal to place the subject on a subsequent agenda.)

Nominate **Council Member Douglas-Davis** to fill the position of Legislature and Ordinance Review Liaison – **Mayor Robertson**

Discuss late night security patrols – **Council Member Mayer**

1. **ADJOURN**

**Mayor Pro Tem Hill** made a motion to adjourn.

**Deputy Mayor Pro Tem Stranczek** seconded the motion.

Ayes: **Mayor Pro Tem Hill, Deputy Mayor Pro Tem Stranczek, Council Members Castillo, Douglas-Davis and Mayer**

Nays: None

Meeting adjourned at 7:32 p.m.

**APPROVED BY THE TOWN COUNCIL THIS \_\_\_\_\_\_\_ DAY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Ron Robertson, Mayor Sheila B. Morales, TRMC – Town Secretary

Town of Copper Canyon Town of Copper Canyon