

# COLLBRAN BOARD OF TRUSTEES MEETING

Monday, August 11, 2008

SPECIAL MEETING  
7:30 p.m. Collbran Town Hall

The special meeting of the Collbran Board of Trustees was called to order at 7:34 p.m. by Mayor Brad Osburn. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Yes - Trustees Lee Lent, Rachel Maigatter, Ed Satterfield, Mayor Brad Osburn Absent – Trustees Teri Appelhanz, Roland Hall, Kendall Wilcox

**OTHERS PRESENT:** Edith Ann Power, Clerk; Vic Sturm, Public Works; Chris Lehrman, SGM; Dan Coakley, SGM

## CITIZEN COMMENTS

None

## ITEMS ON THE AGENDA

### ***APPOINTMENT OF SCHMUESER GORDON MEYER, INC. AS TOWN ENGINEER***

Due to growing concerns with the bid specifications for the DOLA Grant projects, the Board received a second opinion from Schmueser, Gordon, Meyer, Inc. As appointed Town Engineer SGM recommendations can override recommendations from Geotechnical Engineering Group, Inc. for the DOLA Grant and will replace Westwater Engineering as the designated Town Engineer.

Trustee Maigatter moved to approve the appointment of Schmueser Gordon Meyer, Inc. as Town Engineer; seconded by Trustee Satterfield

**ROLL CALL:** Yes – Lent, Maigatter, Satterfield, Osburn

### ***APPROVE ENGINEER TASK ORDER EXPENDITURE***

Mayor/Administrator Osburn requested the Board approve the expenditure for engineering tasks to include a review of Phase I (Raw Water Piping) and Phase II (Grove Creek Manhole Installation) engineering reports and bid specifications for the DOLA Grant, assistance for Administrator Osburn in securing a grant to fund the purchase of a GPS system for approximately \$25,000, and the eventual installation of a 3-Phase electrical line to the Springs Pump House.

Trustee Maigatter moved to approve the expenditure for the Town Engineer to review the DOLA Grant projects and assist with a DOLA grant for a GPS system; seconded by Trustee Lent

**ROLL CALL:** Yes –Lent, Maigatter, Satterfield, Osburn

### ***APPROVE BID – DOLA GRANT UTILITY INFRASTRUCTURE UPGRADE, PHASE I RAW WATER PIPING***

Approval postponed at this time pending review by SGM. After review, notice will be published and Phase I will be re-bid. The successful bidder agrees with the re-bid.

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Trustee Maigatter moved to cancel the DOLA Grant Utility Infrastructure Upgrade, Phase I Bid – Raw Water Piping – until a later date; seconded by Trustee Lent

**ROLL CALL:** Yes – Lent, Maigatter, Osburn  
Abstain – Satterfield

***APPROVE CLERK, DEPUTY CLERK TRAINING***

Trustee Lent moved to approve attendance for the clerk and deputy clerk and possibly the Mayor/Administrator for a CMCA sponsored training; seconded by Trustee Maigatter

**ROLL CALL:** Yes – Lent, Maigatter, Satterfield, Osburn

***APPROVE MOWER PURCHASE***

Considerable discussion concerning the mower purchase ensued.

Trustee Maigatter moved to approve the purchase of a John Deere 1420 mower to be funded from the Conservation Trust Fund; seconded by Trustee Lent

**ROLL CALL:** Yes –Lent, Maigatter, Satterfield, Osburn

***APPROVE SCANNER PURCHASE***

Mayor/Administrator Osburn suggested the purchase of an 11” X 17” scanner to be used with the Adobe Professional software previously purchased as a step toward preserving the Town records – documents, maps, etc. – in electronic form.

Trustee Satterfield moved to approve the scanner purchase as presented; seconded by Trustee Maigatter

**ROLL CALL:** Yes – Maigatter, Satterfield, Osburn  
No – Lent

***APPROVE LION’S CLUB JR. RODEO PARADE ENTRY***

It was the consensus of the Board that the Town would participate as an entry in the Lion’s Club Jr. Rodeo Parade to be held Saturday, August 16, 2008.

***DEVELOP RESPONSE TO CIRSA AUDIT***

The Board discussed the CIRSA loss control audit recommendations at length. The water and sewer service line liability issue will be discussed again at the September meeting with a possible ordinance drafted to return the responsibility of property service lines to the property owners as the Utility Code was originally written. Trustee Satterfield noted that a decision of the Board to not follow CIRSA recommendations would affect other groups, other facilities, and the tax payers. He also urged the Trustees to make an effort to educate the public.

Because the hiring of a labor attorney to write a personnel manual and the personnel portion of the Municipal Code does not eliminate CIRSA’s concerns with the elected official’s involvement in personnel matters, the Board directed Administrator/Mayor Osburn to discuss this

issue again with Larry Cardamone, CIRSA senior loss control representative, and possibly have him address the Board at a future meeting.

**COMMENTS FROM MAYOR AND TRUSTEES**

The Board agreed to pay the van driver's salary for a special trip as a trial for future excursions.

**ADJOURNMENT**

Trustee Lent moved to adjourn the meeting at 9:40 p.m.; seconded by Trustee Maigatter

**ROLL CALL:** Yes - Lent, Maigatter, Satterfield, Osburn

Approved \_\_\_\_\_

Clerk \_\_\_\_\_