

# TOWN OF COLLBRAN

## REGULAR MEETING

May 5, 2009

7:30 p.m.

Collbran Town Hall

## AGENDA

*The Board of Trustees may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.*

1. Regular Meeting Call to Order, Pledge of Allegiance, Roll Call
2. Citizen Comments - (For issues NOT on the Agenda. Please limit comments to 3 minutes.)
3. Approve Minutes
4. Approve Expenditures
5. Board of Park Managers Appointment
6. Board of Park Managers Presentation
7. Plateau Valley CattleWomen
8. SGM Report – Dan Cokley
9. Lion's Club Update
10. Dental/Vision Insurance
11. Staff Reports
12. Mayor and Trustee Comments
13. EXECUTIVE SESSION  
PENDING LITIGATION - For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b).
14. Adjournment

# **COLLBRAN BOARD OF TRUSTEES MEETING**

Tuesday, May 5, 2009

**REGULAR MEETING**  
7:30 p.m. Collbran Town Hall

The regular meeting of the Collbran Board of Trustees was called to order at 7:35 p.m. by Mayor Roland Hall. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Yes – Trustees Teri Appelhanz, Lee Lent, Rachel Maigatter, Ed Satterfield, Sammi White, Kendall Wilcox, Mayor Roland Hall

**OTHERS PRESENT:** Edith Ann Power, Clerk; Vic Sturm, Public Works Director; Jeff Phillips, Treasurer; Jim Neu, Attorney; Deputy Marshal Mike Wilkerson; Dan Cokley, Deni Conard, John D. Blady, Amber Flores, Rick Lucas, Tammy Clark, Lloyd Power, Joe Flores, Beau Addison

## **CITIZEN COMMENTS**

None

## **ITEMS ON THE AGENDA**

### **APPROVE MINUTES**

Due to circumstances, the April 7, 2009 Regular Meeting and the April 13, 2009 Special Meeting minutes will be approved at the June Regular Board Meeting.

### **APPROVE EXPENDITURES**

Trustee White questioned the expenditure for the Bechtel and Santo bill being over the budgeted amount of \$10,000. This should be the last bill. Trustee Lent asked about the Vector Trimble bill. Trustee Maigatter stated she would contact Mesa County Administrator to inquire about the contract with Mesa County and the Town regarding the Delta Petroleum fine and amending our priorities to spend the funds on the Collbran Auditorium parking lot approach. Treasurer Phillips stated the entry for the Trimble is a reversal to the previous bill from last month, which was not paid.

**Trustee White moved to approve the expenditures for April 8, 2009 through May 5, 2009 as presented, except for the Bechtel & Santo bill; seconded by Trustee Appelhanz.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Wilcox, White  
Motion Passed.**

Treasurer Phillips submitted a quarterly report for the Board to review. He completed a re-appropriation budget (Budget 2) to show the Board what funds they have approved that were not included in the original budget. Trustee Maigatter had questions regarding the sewer camera funds.

**Trustee Maigatter moved to approve the expenditure of \$11,627.50 for the sewer camera, which was not part of the original budget; seconded by Trustee Lent.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Wilcox, White  
Motion Passed.**

There was discussion about the DOLA grant funds, which are allocated for water and sewer projects. All remaining funds in the grant will be needed for the Springs project. Director Sturm has contacted DOLA to re-allocate the funds toward the water project, and the contract budget has been amended. This change in funds will reflect in the re-appropriation budget (Budget 2).

**Trustee Satterfield moved to re-allocate 100% of the DOLA grant funds to the water fund, instead of the 50%/50% split between the water and sewer funds; seconded by Trustee Appelhanz.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Wilcox, White  
Motion Passed.**

Treasurer Phillips stated that Mayor Hall requested a total of sick and vacation leave for all employees. However, it appears he wants the accumulation and use of sick and vacation time since all employees' dates of hire. Trustee White stated that we have a trusted treasurer that keeps track of leave in the system, why is the accumulation and use needed, when the total of what they currently have is correct. Attorney Neu stated that the Mayor is the CEO of the Town, he has a right to these records, and he will not be removing them from the Town Hall. Mayor Hall stated that the only people who will see this information is the Mayor and possibly the Board of Trustees.

#### **APPOINT BOARD OF PARK MANAGER**

Mayor Hall read the letter of interest from Beau Addison. Mr. Addison does live outside the Town limits. Trustee Satterfield stated the 1922 document needs to be revisited, which states 3 members of the Board of Park Managers need to live within Town and 3 outside of Town.

**Trustee Maigatter moved to increase the members of the Board of Park Managers to 4 outside the Town limits and 3 inside the Town limits and to appoint Beau Addison to the vacancy on the Board of Park Managers; seconded by Trustee Lent.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Wilcox, White  
Motion Passed.**

#### **BOARD OF PARK MANAGERS PRESENTATION**

Tammy Clark and Beau Addison spoke of the goals and needs to the Plateau Valley Fairgrounds. Clean up dates are scheduled for May 17, May 30, and June 6, 2009. Mr. Addison presented that new sand is needed, which might be donated. The striping chutes need re-worked for safety issues. CIRSA has requested another set of stairs coming from the Crow's Nest. There is mold on the back wall of the concession stand which needs painted with kilz to get rid of the mold. The Lion's Club has volunteered to paint the wall. People are volunteering their time and supplies to help with these needed items; however, there will be approximately \$3800 needed to cover some non-donated costs. The goal to have all this completed is by of July 1, 2009.

**Trustee Satterfield moved to approve not to exceed \$4000 to the Fairgrounds from the Conservation Trust Fund first and then the Fairgrounds general budget; seconded by Maigatter.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, White, Wilcox**

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**Motion Passed.**

Ms. Clark asked the Board if the area in front of the grand stands can be watered to keep the grass green and the dust down. The Public Works Department will continue as in the past.

**Trustee Maigatter moved to allow a volunteer to water the grass in front of the grand stands; seconded by Trustee Appelhanz.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, White, Wilcox  
Motion Passed.**

**PLATEAU VALLEY CATTLEWOMEN**

The representative from the CattleWomen was unable to attend. They also have concerns regarding the mold in the concession area.

**SGM REPORT**

Dan Cokley spoke to the Board regarding the Springs project and the stimulus funds. The Springs project is a completed first class water collection system. The Town, along with the engineers, has submitted a wastewater and water application for state stimulus funds. The state is reviewing the applications to prioritize. The wastewater application has been prioritized as 3 out of 5, so we will likely receive funding. The water project has been prioritized as a 5, so this may not be funded. Director Sturm will represent the Town and our application in Denver. The Terrell Park Sprinkler Improvements and High & Main Street Intersection and Parking Lot Approach are out for bid. Bids will be opened the middle of May.

**LION'S CLUB UPDATE**

John Blady spoke on behalf of the Lion's Club. They are ready to give the Town the \$2500 grant previously designated for the new Terrell Park playground equipment. He further stated the Lion's Club will be putting up a plaque at the Park. The Lion's Club will also paint the concession stand, replace the freezer, and purchase a new grill based on another grant they have received. This is contingent upon the Lion's Club's Board approval.

**DENTAL/VISION INSURANCE**

Trustee Appelhanz stated she spoke with the Deputy Clerk regarding enrolling and continuing with the current Companion dental and vision insurance instead enrolling with Delta Dental and VSP Vision. The employees prefer Companion because of increased coverage and less cost. Clerk Power explained the spreadsheet comparing the two coverages. The employees will still receive 80% benefit. Trustee Satterfield stated that if Companion is cheaper, then we should go with it. Trustee Appelhanz stated that we give people and groups free use of the Town's facility, but yet we always overlook our employees, when they are running this Town for us.

**Trustee White moved to approve Companion Dental and Vision insurance at 80% paid by the Town and 20% paid by the employees; seconded by Trustee Wilcox.**

**ROLL CALL: Yes – Satterfield, White, and Wilcox  
No – Hall, Maigatter, and Lent  
Abstained - Appelhanz**

**Motion Failed.**

Attorney Neu pointed out that the Board does not need to approve the 80%/20% benefit because this was done at the last regular meeting; therefore, at this meeting a plan needs to be approved.

**Trustee Satterfield moved to approve Companion Dental and Vision insurance for the Town employees; seconded by Trustee Wilcox.**

**ROLL CALL: Yes - Satterfield, White, Maigatter, and Wilcox  
No - Hall and Lent  
Abstained - Appelhanz**

**Motion Passed.**

**STAFF REPORTS:**

**MARSHAL-** Written report distributed to Board. Marshal Appelhanz is attending training.

**PUBLIC WORKS-** Director Sturm reported that Blady's sidewalk repair was taken out of the Delta Petroleum fine. He thanked the Job Corps for their help cleaning the Town. DCP will be graveling Terrell Park and Gandi Park at no charge to the Town. Director Sturm stated the Ford 5000 tractor needs new tires. Of the 3 quotes received, with Valley Ranch was the lowest. Donya West has been hired for the seasonal position for 20 hours a week. Trustee Lent requested the storm drains be cleaned.

**Trustee Maigatter moved to approve \$1,440.00 out of the public works budget for tires for the Ford 5000 tractor; seconded by Trustee Appelhanz.**

**ROLL CALL: Yes - Appelhanz, Hall, Lent, Maigatter, Satterfield, White, Wilcox  
Motion Passed.**

A special meeting will be scheduled to approve the bids for Terrell Park Sprinkler Improvements and High & Main Street Intersection and Parking Lot Approach.

**CLERK-**Clerk Power submitted a written report. Source Gas would like to get their franchise agreement finalized. The Recycled Tire Grant was approved by DOLA for the pour in place surface under the new playground equipment at Terrell Park.

**ATTORNEY-**Attorney Neu will be working on the purchasing ordinance to be considered at the next Board meeting.

**MAYOR/TRUSTEE COMMENTS**

**TRUSTEES-**Trustee Satterfield wanted to know if the Board budgeted for striping Main Street. It needs striped. Trustee Satterfield also had questions about the new Employee Handbook. For those employees who already have over the 15 days of vacation time, the Handbook should be changed so that those employees who already have more than 15 days can keep their current accrued hours and accrue the additional 15 days in 2009. Trustee Appelhanz questioned Resolution No. 3 stating the staff created the Employee Handbook. Attorney Neu stated he is staff.

**MAYOR**-Mayor Hall scheduled a date and time for all employees and Mr. Santo, Labor Attorney, to review the Employee Handbook. Trustee Satterfield suggested giving the employees the handbook and their job descriptions so they can review them before the meeting.

**Trustee Maigatter moved to reopen the expenditures and to pay the Bechtel and Santo bill in the amount of \$920.00; seconded by Trustee Wilcox.**

**ROLL CALL: Yes – Appelhanz, Lent, Hall, Maigatter, Satterfield, White, Wilcox  
Motion Passed.**

Mayor Hall approved an expenditure for the fireworks display, paying half now and half after the event. He also is having the staff work on a grant for a new van through CDOT. The Board would have to approve the matching funds. This grant will not be approved until 2010.

**Trustee Maigatter moved to go forward with a CDOT grant for a new passenger van; seconded by Trustee Appelhanz.**

**ROLL CALL: Yes – Appelhanz, Lent, Hall, Maigatter, Satterfield, White, Wilcox  
Motion Passed.**

The Board will have Director Sturm attend a CDOT seminar on construction fraud. Mayor Hall requested the Town send the Clerk flowers after her surgery. Clerk Power suggested purchasing the flowers locally.

**EXECUTIVE SESSION ON PENDING LITIGATION: For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b).**

**Trustee Maigatter moved to go into Executive Session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402 (4)(b); seconded by Trustee Lent.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Wilcox, White  
Motion passed.**

The Board went into Executive Session at 11:04 p.m. Those in attendance were Trustees Appelhanz, Lent, Maigatter, Satterfield, White, Wilcox and Mayor Hall; Clerk Power; Attorneys Neu and Itenberg.

The Board returned to the Regular Meeting at 11:33 p.m.

#### **ADJOURNMENT**

**Trustee Maigatter moved to adjourn the meeting at 11:34 p.m.; seconded by Trustee Lent.**

**ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, White, Wilcox**

June 2, 2009  
Approved

H. Eisenach  
Deputy Clerk

Town of Collbran Board of Trustee Regular Meeting  
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