

TOWN OF COLLBRAN

REGULAR MEETING

December 1, 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
October 6, 2009 Regular Meeting
4. Approve Expenditures
5. Approve 2010 Town of Collbran/Independent Contractor Agreement
6. PUBLIC HEARING
Delinquent Water/Sewer Accounts
7. PUBLIC HEARING – 2009 Budget
 - A. Approve Ordinance No. 06, Series 2009
Supplemental Appropriation
8. PUBLIC HEARING - 2010 Budget
 - A. Approve Resolution No. 7, Series of 2009
Adopt 2010 Budget
 - B. Approve Resolution No. 8, Series of 2009
Mill Levy
 - C. Approve Ordinance No. 7, Series of 2009
2010 Budget Appropriation of Funds
9. Resolution No. 9, Series of 2009
General Fund Forgiveness of Loans to Water Fund and Sewer Fund
10. Appointment of Town Clerk
11. Staff Reports
12. Mayor and Trustee Comments
13. Adjournment

COLLBRAN BOARD OF TRUSTEES MEETING

Tuesday, December 1, 2009

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

The regular meeting of the Collbran Board of Trustees was called to order at 7:32 p.m. by Mayor Roland Hall. The Pledge of Allegiance was recited.

PRESENT ON ROLL CALL: Yes – Trustees Lee Lent, Rachel Maigatter, Ed Satterfield, Kendall Wilcox, Mayor Roland Hall. Absent – Trustee Teri Appelhanz

OTHERS PRESENT: Lance Stewart, Administrator; Tom Kachin, Water/Wastewater Operator; John Blady, Emily Currier, Lloyd Power, Rick Lucas, Mike Anderson, and Tom Fisher.

CITIZEN COMMENTS

None

ITEMS ON THE AGENDA

APPROVE MINUTES

Amended Minutes for the Regular Board Meeting on October 6, 2009 were submitted.

Trustee Lent moved to approve the amended Minutes for the Regular Board Meeting on October 6, 2009 as presented; seconded by Trustee Maigatter.

**ROLL CALL: Yes –Hall, Lent, Maigatter, Satterfield
Abstain – Wilcox - Did not attend 10/6/09 meeting.**

Motion Passed.

APPROVE EXPENDITURES

The Board questioned the bill to Valley Ranch for \$700.00. Administrator Stewart stated he would get with the Marshal to discuss this bill.

Trustee Lent moved to approve the expenditures for November 4, 2009 to December 1, 2009 with the exception of the Valley Ranch bill of \$700.00 until it is clarified; seconded by Trustee Maigatter.

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

APPROVE 2010 TOWN OF COLLBRAN/INDEPENDENT CONTRACTOR AGREEMENT

A new contract for Tom Kachin, Water/Wastewater Operator, was submitted to the Board for 2010. Mr. Kachin agreed to a 5% rate reduction for next year.

Trustee Satterfield moved to approve the 2010 Independent Contractor Agreement between Tom Kachin and the Town of Collbran; seconded by Trustee Maigatter.

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

PUBLIC HEARING – DELINQUENT WATER/SEWER ACCOUNTS

The past due account was paid in full before the Board Meeting.

PUBLIC HEARING 2009 BUDGET – ORDINANCE NO. 6, SERIES OF 2009

Ordinance No. 6, Series of 2009 dealt with the supplemental appropriation to the 2009 Budget.

Trustee Maigatter moved to approve the Ordinance No. 6, Series of 2009; seconded by Trustee Satterfield.

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

PUBLIC HEARING – 2010 BUDGET – RESOLUTION NO. 7, RESOLUTION NO. 8 & ORDINANCE NO. 7, SERIES OF 2009

Administrator Stewart offered a couple of adjustments to the submitted 2010 Budget. The Town has an annual support agreement with Caselle of \$4200. He took this amount out of administrative operating expenses and created its own line item in the budget. Resolution No. 7, Series of 2009 adopts the 2010 Budget, Resolution No. 8, Series of 2009 adopts the mil levy, and Ordinance No. 7, Series of 2009 appropriates funds for the 2010 Budget.

Trustee Maigatter moved to approve Resolution No. 7, Series of 2009, Resolution No. 8, Series of 2009, and Ordinance No. 7, Series of 2009; seconded by Trustee Wilcox.

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

RESOLUTION NO. 9, SERIES OF 2009 – GENERAL FUND LOAN FORGIVENESS

Resolution No. 9, Series of 2009 forgives the balance of approximately \$346,103 from the Water Fund and approximately \$113,526 from the Sewer Fund due to the General Fund through December 31, 2009.

Trustee Satterfield moved to approve Resolution No. 9, Series 2009; seconded by Trustee Maigatter.

**ROLL CALL: Yes – Hall, Maigatter, Satterfield, Wilcox
No – Lent
Motion Passed.**

APPOINTMENT OF TOWN CLERK

There was discussion as to appointing Administrator Stewart or Deputy Clerk Eisenach as Town Clerk.

Trustee Satterfield moved to appoint Karen Eisenach as Interim Town Clerk until the regular Municipal Election; seconded by Trustee Wilcox.

**ROLL CALL: Yes – Hall, Lent, Satterfield, Wilcox
No - Maigatter
Motion Passed.**

**STAFF REPORTS:
ADMINISTRATOR**

Administrator Stewart updated the Board on the Corps of Engineers permit condition to conduct annual monitoring of wet lands adjacent to the Springs. He will request to hold off until next year before starting the monitoring. Powderhorn wants to contract police protection with the Town, which will bring in income to the Town. Consensus of the Board was to proceed with the development of an agreement with Powderhorn. The Board agreed to allow Deputy Marshal Wilkerson until the end of the year to reduce his excessive vacation leave to the 120 hours maximum and Marshal Appelhanz has until the end of February 2010. Also, Administrator Stewart mentioned the cleaning person resigned and suggested the staff can take over cleaning the offices.

MAYOR/TRUSTEE COMMENTS

Mayor Hall read his written report. The Board decided to re-advertise for the Board of Trustees seat.

ADJOURNMENT

Trustee Satterfield moved to adjourn the meeting at 8:55 p.m.; seconded by Trustee Lent.

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

Approved

Deputy Clerk