

COLLBRAN BOARD OF TRUSTEES MEETING

Tuesday, January 6, 2008-2009

REGULAR MEETING

7:30 p.m. Collbran Town Hall

The regular meeting of the Collbran Board of Trustees was called to order at 7:33 p.m. by Mayor Brad Osburn. The Pledge of Allegiance was recited.

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

OTHERS PRESENT: Edith Ann Power, Clerk; Vic Sturm, Public Works Supervisor; Jeff Phillips, Treasurer; Karl Hanlon, Attorney; Davis Farrar, Planner; Dan Coakley, Engineer; Kris Melnikoff

CITIZEN COMMENTS

Because Trustee Lent was absent, Ms. Melnikoff chose to comment at a later date.

ITEMS ON THE AGENDA

APPROVE MINUTES

Trustee Maigatter stated several actions that the Board did not vote on at the December 12, 2008 meeting. The Clerk noted that Trustee Maigatter's stated actions were not recorded in the minutes because there was no vote taken; only actions are recorded in the minutes. Attorney Hanlon explained that the Board was to approve that the minutes accurately reflected what did take place at the meeting. Trustee Maigatter requested that a comma be replaced with or in the December 12, 2008 minutes.

Trustee Satterfield moved to approve the minutes for December 2, 2008 and December 9; 2008 meetings as presented; and the minutes of the December 12, 2008 meeting as amended; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

APPROVE EXPENDITURES

Trustee Maigatter moved to approve the expenditures for December 10, 2008 through January 6, 2009 as presented; seconded by Trustee Hall.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

APPROVE RESOLUTION NO. 1, SERIES OF 2009

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO
REITERATING A REGULAR TIME AND DATE FOR THE REGULAR MEETING OF THE BOARD OF
TRUSTEES AND A PERMANENT PLACE OF NOTICE**

Trustee Maigatter requested a written list of meeting dates.

Town of Collbran Board of Trustee Regular Meeting
January 6, 2009

Trustee Satterfield moved to approve Resolution No. 1, Series of 2009; seconded by Trustee Maigatter.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

APPROVE RESOLUTION NO. 2, SERIES OF 2009

A RESOLUTION OF THE TOWN OF COLLBRAN, COLORADO SUPPORTING THE AGREEMENT BETWEEN THE TOWN OF COLLBRAN AND THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND REGARDING TERRELL PARK IMPROVEMENTS.

This resolution is required by GOCO as a part of the GOCO Grant Agreement.

Trustee Maigatter moved to approve Resolution No. 2, Series of 2009; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

TRUSTEE FEEDBACK TO BLM ON RMP – DAVIS FARRAR

Mr. Farrar presented discussion items from the BLM, RMP December 18, 2008 meeting. The Board identified several community members as key individuals/stakeholders in Collbran to be interviewed by the Mesa State College Policy Research Institute as a part of a focus group for the RMP process. The Board identified four BLM disposal parcels near Collbran the Town might be interested in. Old Man Mountain was identified as a community landmark by Trustee Maigatter. Mr. Farrar will present a written document to BLM with the Board's comments.

APPROVE JEFF WENDLAND, CPA LETTER OF UNDERSTANDING

Trustee Maigatter moved to approve Jeff Wendland's letter of understanding for auditing services for 2008, 2009, and 2010; seconded by Trustee Hall.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

DONATION REQUEST FROM HOSPICE & PALLIATIVE CARE OF WESTERN COLORADO

Trustee Hall moved to donate \$250 to Hospice & Palliative Care of Western Colorado for 2009; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

STAFF REPORTS:

MARSHAL- Written report attached. The Marshal was attending fire training.

PUBLIC WORKS- Mayor/Administrator Osburn thanked Vic for thinking outside the box to redesign the pump house when unforeseen complications developed concerning the DOLA Grant project at the raw water area. A damaged fire hydrant on Spring Street will be repaired in the spring. Replacement parts are not available for the failing snow plow.

Trustee Hall moved to purchase a snow plow not to exceed \$5,000; seconded by Trustee Maigatter.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

Dan Coakley, SGM, reported on the pre-engineering report being completed in anticipation of stimulus funds from the Colorado Department of Health. Bid packets will be completed after March. He suggested the Town prepare a master plan concerning water and sewer. Davis Farrar reiterated that the Town needs to pursue DOLA Grant funds to develop a complete Comprehensive Plan for the Town.

ATTORNEY- Attorney Hanlon noted the personnel handbook could be adopted by resolution. The Board set a workshop to discuss the personnel handbook for Monday, January 19, 2008 at 4:30 p.m. Legal counsel will not be present.

MAYOR/ADMINISTRATOR- Mayor/Administrator Osburn had reviewed minutes from past meetings and clarified misstatements made at the December 12, 2008 meeting. Board members had volunteered to serve on committees at the Mayor/Administrator's suggestions not voted on by the Board. He also clarified incorrect procedural actions directed by the Board with regard to the December 12, 2008 public hearing. He asked that the \$510 maximum per year, a small amount to pay for the AFLAC cafeteria plan, be reconsidered to provide a benefit for employees. He further asked that the Board revisit the compensation package for employees.

Mayor/Administrator Osburn complimented the Town's dedicated workforce. He stated that when he was first elected Mayor he had wasted several months being anti-Edith Ann by believing false statements. After investigating each case, he found the statements to be false; and in each case, found Edith Ann to merely be doing her job as Town Manager. He noted two incidents recently called to his attention by Board members; again after investigation, in each case, Edith Ann was correctly doing her job. He admitted he was wrong to believe otherwise. Mayor/Administrator Osburn stated that he trusted the staff explicitly, and suggested the Board change their attitude toward their employees and do what is best for the Town.

He proposed a cut-off date for agenda items to facilitate getting meeting packets to the Board sooner for meetings.

MAYOR/TRUSTEE COMMENTS- Trustee Appelhanz asked, because the Mayor/Administrator Osburn has again voiced his reservations and concerns about the Mayor assuming administrator duties with his limited time available, if the Board is going to do anything to address those concerns. Trustee Satterfield was confused about when the Board made the Mayor Administrator and felt the Mayor was only asked to do three employee evaluations. Trustee Maigatter stated the Board did not vote on the action. Mayor/Administrator Osburn stated that past approved minutes documented the Board's action. Several Board members felt the employee handbook would solve the problem. A part time contractual administrator could be investigated down the road.

ADJOURNMENT

Trustee Appelhanz moved to adjourn the meeting at 9:20 p.m.; seconded by Trustee Wilcox.

ROLL CALL: Yes – Appelhanz, Hall, Osburn, Maigatter, Satterfield, Wilcox
Motion Passed

Approved **as corrected** _____

Clerk _____