

**COLLBRAN BOARD OF TRUSTEES
MEETING MINUTES**

Tuesday, April 7, 2010

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

The regular meeting of the Collbran Board of Trustees was called to order at 7:31 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, Emily Currier, Kendall Wilcox, Mayor Roland Hall

OTHERS PRESENT: Lance Stewart, Administrator; Bill Byers, Gene Stricklan, Gene Scott, John Blady, Nancy Currier, Derek Elder, Sylvia Spangler, Kay Puccini, Sammi White, Elizabeth Vincent, Jenny Ellringer, Jeff Philips, Adam Appelhanz, and Mike Wilkerson

Minutes of Meeting

Trustee Maigatter moved to approve the minutes for March 2, 2010, and March 15, 2010 as presented; seconded by Currier.

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

Oath of Mayor and Trustees

The oath of office was administered to Mayor Rolland Hall and Trustees Wilcox, Currier, Satterfield, and Stricklan. The newly elected officials assumed their seats for the remainder of the meeting.

Trustee Lent moved to appoint Maigatter as Mayor Pro Tem seconded by Satterfield.

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

CITIZEN COMMENTS (For issues NOT on the Agenda. Please limit comments to 3 minutes.)

Bill Byers – Grand Valley Power – Update – Mr. Byers and Mr. Elder updated the Trustees regarding a billing error that occurred and the steps being taken to ensure accurate readings for the future. The Board asked questions regarding power surges at locations in the Town that negatively affected some equipment. Mr. Byers stated

he would have his personnel look into these issues. Mr. Stewart updated the Board regarding the franchise agreement with GVP that will be coming before the Board in the near future. Trustee Wilcox thanked GVP for their help with various projects in the town.

Hospice and Palliative Care Request for Donation - \$250 – This request was previously requested during the budget session in 2009.

Trustee Maigatter moved to approve the \$250 donation to Hospice and Palliative Care seconded by Lent.

ROLL CALL: Yes – Satterfield, Stricklan, Hall, Lent, Wilcox, Maigatter, Currier
No – None
Abstained: None
Motion Passed.

Plateau Valley Athletic Boosters – Nancy Currier was present for this item on behalf of the PVAB. Nancy stated this donation would go toward Safe Prom night being held in Mesa on May 1, 2010.

CHANGES TO THE AGENDA

Mr. Stewart stated that we need to annually formally appoint all of our BOPM's so they can be covered under CIRSA for their events. Trustee Lent requested that we open to public the position of BOPM.

Trustee Maigatter moved to add to the agenda the appointment of Tami Clark and Denise Conrad to the Board of Park Managers seconded by Wilcox.

ROLL CALL: Yes – Satterfield, Stricklan, Hall, Lent, Wilcox, Maigatter, Currier
Motion Passed.
Abstained:

ITEMS ON THE AGENDA

PUBLIC HEARING – PAST DUE WATER/SEWER ACCOUNTS

A. Mosquito Creek Taxidermy (Puccini Taxidermy) 205 Main Street

Open Public Hearing 7:58 p.m.

Applicant/Customer Comments: Mr. Puccini was present for this item. Mr. Puccini stated a water line broke underneath his building. He would like the Town of waive the extra water charges to his February billing. He explained that the leak must have occurred in a 24 hour period and he checked every day to make sure there were no breaks during the cold weather period.

Close Public Hearing 8:10 p.m.

Board/Staff Comments: The Town felt Mr. Puccini should have notified the Town as soon as he realized there was a leak and also that it is not the Town's responsibility to pay for the leaked water.

Trustee Lent moved to reduce the Puccini's water bill by 50% (\$270.00) and set up a 12 month payment contract for the remainder; seconded by Trustee Maigatter.

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

MAYOR/TRUSTEE COMMENTS

Mayor Hall welcomed the newly reelected and new trustees.

Mayor Hall suggested a workshop for the Board to discuss present and future ideas and plans for the Town. The Board agreed to have a workshop on Monday, April 19, 2010 at 7:00 p.m.

Mayor Hall brought up irrigation at Terrell Park and using ditch water instead of treated water. The question was whether the Town had rights on this ditch (which they do), but the problem is that the point of diversion does not make the water access feasible.

Mayor Hall asked if it would be feasible to publish a brief synopsis of the board's meeting in the Plateau Valley Times. The cost and size of the publication was discussed. Staff will get a cost for this for a monthly basis. Additional comments were to post notices on the bulletin boards in town.

Mayor Hall encouraged the public to return their Census forms.

ADMINISTRATOR'S REPORTS

Mr. Stewart stated that Adam has been approved for a grant of \$6000 from NRA. This money is for new vests and ammunition.

Mr. Stewart stated that we have copies of the most recent brief that was filed in our court case and the Trustees are welcome to review it if they wish.

Mr. Stewart stated staff is reviewing insurance coverage with CIRSA for fairgrounds and auditorium uses by BOPM and the public who rents these facilities.

Mr. Stewart updated the Board with regard to a coordinated chip sealing project with Mesa County. Keith reviewed our streets and found that Spring Street is a priority for repairs. Street repairs were discussed further and if we can apply grant funds to various projects that the Town wishes to complete. Terrell Park will be receiving additional gravel this spring. Additional gravel will also be brought to Gandy Park. Free trucking offer for additional gravel was also discussed. Cemetery road condition was also discussed. Roads will be patched by Source Gas as soon as weather improves and asphalt production begins.

Trustee Maigatter asked about Jeff being signed up for workshop this month. Mr. Stewart stated yes and he received a scholarship.

OLD BUSINESS

Auditorium Update: Sylvia Spangler stated to the Trustees that Carol Anderson has resigned from the committee. The Williams Family has donated \$17K to the PVA to be used on the auditorium. The floor is being evaluated - a new floor or the significant repairs required would be approximately \$20K. There are also leaks in the roof that need to be fixed before the floor can be repaired. Electrical upgrade issues are also being looked at. The idea of selling the old movie house equipment was discussed as a funding source for making some of these repairs. Trustee Maigatter inquired about how to sell the equipment since it is owned by the Town. The Town Attorney will be asked to review how this can take place. Sammi White asked that the outside lights at the auditorium be turned off. Trustee Maigatter asked if Sylvia was given information from the Anderson's from contractors to do repairs. Sylvia stated they did get the information and would put the bid out to local contractors to get costs when appropriate. The Job Corps also has the auditorium on their books as a project.

Resolution 2010-04 A Resolution of the Board of Trustees of the Town of Collbran, Colorado Appointing the Town Clerk, Municipal Court Judge and Town Treasurer

Trustee Satterfield moved to approve Resolution 2010-04; seconded by Trustee Wilcox

**ROLL CALL: Yes - Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No - None
Motion Passed**

Jenny Ellringer and Jeff Phillips took their Oaths of Office and read them into the record. Appointments are for one year.

NEW BUSINESS

A. Resolution 2010-005 - A Resolution Authorizing Certification of Delinquent Charges and Assessments for Collection by the County Treasurer

Trustee Maigatter moved to approve Resolution 2010-05; seconded by Trustee Lent.

**ROLL CALL: Yes - Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No - None
Motion Passed**

B. Appointment of BOPM's Members -

Trustee Maigatter moved to appoint Tami Clark and Denise Conrad to the Board of Park Managers, seconded by Stricklan.

ROLL CALL: Yes – Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No – None
Motion Passed

C. Budget and Staffing Issues:

Recreation Program Coordinator and bus driver – Mr. Stewart stated that we have not found a volunteer for the recreation coordinator position. Mr. Stewart is requesting to advertise this as a paid position. Mr. Stewart will send a letter to the school district to gain interest. The Board agreed to advertise.

D. PW Seasonal Position – Mr. Stewart asked for authorization to hire Donya West for the PW Seasonal position. Trustee Maigatter changed the position to permanent part time seasonal.

Trustee Maigatter moved to approve Donya West as PT Permanent PW Seasonal, seconded by Trustee Currier.

ROLL CALL: Yes – Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No - None
Motion Passed

E. Reserve Officer Program – Mayor Hall stated that the workload in the Marshal's office has diminished by 51% from 2008 to the present time. Mayor Hall questioned whether we can justify two full-time Marshals' at this time. Mr. Stewart stated that during the budget sessions last fall we had some serious discussion regarding staffing for the entire town. The decision was to have a reduction in force in some departments but maintain both Marshal's and the Reserve program with a review on a quarterly basis. Calls received have diminished drastically since 2008. This decision is how to allocate what resources we have. We have received letters supporting the public safety aspect of having two Marshals to serve as first responders. Trustee Lent asked if the Marshal should have been offered the Public Works Seasonal position. Mayor Hall stated he always supports the Marshal's office for public safety and stated this is a last resort to reduce the staff in this department. This would be until the Town can justify two full-time positions. Mr. Blady asked the Board to get more input from the public before making a decision on this subject. Trustee Currier wanted to wait for first quarter figures for this year and that we need more information. Trustee Lent also asked to look at the budget. Trustee Wilcox stated the Town may be spread too thin financially and we could reallocate our money to take of other issues like streets. Trustee Wilcox asked that the board respect Adam's privacy and time off if we do reduce his staff. Mr. Blady cautioned the Board regarding the report showing a decrease. He suggested the Marshal's could write more citations if they wanted and make citizens irate. Mr. Blady also cautioned the Board regarding losing a first responder in the community. Sammi White questioned if Mesa County would respond in a timely matter or if they are even required to. Ms. White also asked if the Board could look at the budget and talk to the citizens before making this decision. Mr. Stewart stated he would provide

additional information regarding the full quarter of the budget received and additional information from Adam at the next meeting. Trustee Lee and Currier wanted to see more budget information. Trustee Maigatter asked to see how many calls are outside Town limits. Trustee Stricklan stated we don't have the money to spend. Trustee Maigatter asked to have this information prior to the next meeting or at the workshop. Mayor Hall tabled this issue until the May meeting.

- F. Approve Expenditures** –Mr. Stewart stated we are not renewing our contract for the gauging station monitoring and will no longer have that fee. We reduced our energy use at Town Hall by \$90 a month and Public Works by \$80. Trustee Stricklan asked if we are getting reimbursed for the School's lift station costs. They were supposed to pay for all the repairs and electricity. Trustee Lent stated we add the electricity to their bill and they need to put in 50% for all repairs. Utility rates for School District and Job Corps were discussed. No. 327 Sam's Club Membership – we did curtail all employee memberships. This item is for the town's membership and purchasing town supplies. Trustee Stricklan asked if we get reimbursed from the library for the utility costs. Mr. Stewart stated there is no agreement for them to make these payments, the Town pays them. Trustee Stricklan asked about the Job Corps – and asked if they pay money in lieu of taxes and if that was supposed to be for students. Mr. Stewart was not sure if it applied to facilities. Trustee Stricklan stated the Town should not be paying the library's bills. Mayor Hall said we discussed this years ago and we can revisit Mesa County library's obligation to pay for services. Trustee Lent asked about the fuel bill and it was explained that it is two billings 3/4/10 and 4/2/10 and it's for two different months.

Trustee Lent moved to approve the expenditures from March 3 through April 7, 2010 as presented; seconded by Maigatter.

**ROLL CALL: Yes – Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No – None
Motion Passed**

ANNOUNCEMENTS

Lance Stewart stated there is a meeting on April 13th at 7:00 p.m. at the Mesa Community Center being facilitated by engineers from Westwater who have Colorado Conservation Board contract. This is in regard to permitting and the water that flows off Grand Mesa. They are stating this process will be easier to work with.

Trustee Maigatter questioned the County Sales Tax Report and the entry for September 2009. Mr. Stewart explained we are including the audited payments.

Trustee Wilcox stated to the public that the Mayor didn't say we were making a decision tonight but expressed his opinion. We need to make a decision with the budget in mind. This is not an easy situation. I want to make sure you understand that. John Blady commented that the agenda did not state anything about the Marshal's position being discussed tonight. My concern is that the people know about this and I don't think they did.

Marshal Adam Applehantz stated I am requesting permission to get a new computer. I am also requesting a phone service with Verizon wireless – they have added a tower and I have looked for cell phones that will work. They will be about \$300 per phone and we would have better service. I will use the money budgeted for ammunition and use toward a computer and phones. Mr. Stewart stated this will be a wash with the grant received for ammunition. Trustee Maigatter stated if the item is budgeted and under \$1500 it does not need to come before the board. The Board reached a consensus to allow Adam to purchase a computer and research getting new cell phones.

ADJOURNMENT

Trustee Currier moved to adjourn the meeting at 10:30 p.m.; seconded by Trustee Maigatter.

ROLL CALL: Yes – Satterfield, Stricklan, Lent, Maigatter, Wilcox, Currier, Hall
No – None
Motion Passed

Roland J. Hall
Approved



Stewart