

Minutes
Town Board Regular Meeting
Town of Paonia, Colorado
September 26, 2017

RECORD OF PROCEEDINGS

The Regular Meeting of the Town Board of Trustees held Tuesday, September 26, 2017 was called to order at 6:30 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Roll Call:

Trustees present were as follows:

Charles Stewart
Bill Bear
Chelsea Bookout
David Bradford
Karen Budinger
Barry Pennell
Suzanne Watson

Town Staff present were as follows:

Town Administrator Ken Knight
Town Clerk Corinne Ferguson
Finance Officer Cindy Jones
Chief Neil Ferguson
Public Works Director Travis Loberg
Town Treasurer Ross King

A quorum was present and Mayor Charles Stewart proceeded with the meeting.

Approval of Agenda

Motion by Trustee Bear, supported by Trustee Budinger to approve the agenda as presented.

Motion by Trustee Pennell, supported by Trustee Bookout to amend the motion, tabling agenda item two (2). Motion carried with five (5) ayes and one (1) nay from Trustee Bradford.

Main motion as amended. Motion carried with six (6) ayes and zero (0) nays.

Announcements

Mayor Stewart requested patience as the Board adjusts to the new procedures for the Board meetings.

Recognition of Visitors & Guests

Eric Goold – KVNF – requested an explanation of how questions can be asked with consent agenda items.

Consent Agenda

Items:

Minutes: September 12, 2017. Amendments given.

Motion by Trustee Budinger, supported by Trustee Bradford to approve the consent agenda. Motion carried with six (6) ayes and zero (0) nays.

Mayor's Report

1. Attended the opening events for Mountain Harvest Festival, which included the official announcement of the Space 2 Create award.
2. Provided an explanation regarding the sale of Town property that has no public use.

Town Administrator's Report

1. Provided a memo in the packet regarding tablet purchase and need for a policy for distribution.
2. Attending a GOCO Inspire meeting in Hotchkiss on September 27, 2017.
3. Attending a CML Regional meeting in Ouray tomorrow evening.
4. Will be out of the office September 29, 2017, for a medical appointment.

Motion by Trustee Bear, supported by Trustee Bookout to refer the drafting of a tablet policy to the Governmental Affairs Committee. Motion carried with six (6) ayes and zero (0) nays.

Public Works Department Report

1. The in-Town water project is making good time.
2. The project is estimated to be complete by mid-October.
3. The sanitary survey for the year is complete.
4. The completed tree survey is expected from Kami Long with the Colorado State Forest Service this week.

Police Department Report

1. A written report and statement was provided in the packet.
2. The Town utilized the airport to complete the annual driving training with CIRSA.
3. No major issues or complaints during Mountain Harvest Festival.
4. The Spillman mitigation update completed today.

Treasurer's Report

1. Disbursements and payroll have been reviewed.
2. Attended a DOLA finance meeting with Administrator Knight and Finance Officer Jones.
3. Recommended the Board approve the Point `n` Pay contract for credit card and online payments, noting the system is compatible with the Caselle software the Tow uses, customer friendly, and no costs direct to the Town.
4. The first draft of the audit was received and is under review, with a meeting to be at a later date.

Motion by Trustee Bradford, supported by Trustee Bear to approve the Point `n` Pay online contract agreement and authorize Administrator Knight to sign. Motion carried with six (6) ayes and zero (0) nays.

Unfinished Business

None

New Business

AmeriCorps VISTA – SEI SolSmart Designation

Beata Ramza, Solar Energy International AmeriCorps VISTA representative, requests the Board approval a SolSmart Designation application for the town of Paonia. The designation is based on a federal initiative supporting economic growth in solar utilization. A written statement and SolSmart information was included in the packet. Delta County has received the SolSmart designation.

Discussion ensued regarding costs, solar access protection, and the application itself.

Motion by Trustee Bradford, supported by Trustee Bear to refer to Governmental Affairs to meet with Ms. Ramza and evaluate the Town requirements and make a recommendation to the board. Motion carried with six (6) ayes and zero (0) nays.

Samuel Wade Sewer Line Extension RFP

The Public Works Committee recommends the Board approve the publication of a request for proposal (RFP) for engineering services; extending the existing sewer line in three (3) phases from the current termination location on Samuel Wade Road.

Administrator Knight provided an overview of the committee discussion, stating the RFP is in preparation for potential annexation of properties along Samuel Wade and Stahl Road. The Town has a planning commitment with Delta County regarding the areas in question.

Discussion ensued regarding the Delta County Agreement Area A and Area B.

Motion by Trustee Bradford, supported by Trustee Budinger to approve the Engineering Services for a Wastewater Collection System Extension Request for Proposals as presented. Motion carried with six (6) ayes and zero (0) nays.

In-Town Waterline Project Change Order #1 SGM/TSM Construction Inc.

Administrator Knight provided an overview regarding the change order, including explanation of the need for additional asphalt. No change is contract dates.

Motion by Trustee Bradford, supported by Trustee Bear to approve TSM Construction In-Town waterline project change order #1 in the amount of \$ \$6,217.60, bring to total contract price from \$744,153.66 to \$750,371.26. Motion carried with six (6) ayes and zero (0) nays.

Vista Drive Sidewalk Repair Proposal

Public Works Director Loberg provided an overview of the proposal, stating the repair will correct a section of bridge settling that prevents proper flow of water to the storm sewer.

The Public Works Committee recommends approval.

Motion by Trustee Bear, supported by Trustee Bradford to approve C&N Construction Inc Proposal # 383 in the amount of \$ \$4,718.00. Motion carried with six (6) ayes and zero (0) nays.

Third Street Sidewalk Repair Proposal

The repair of a section of sidewalk near the Paonia Flower Shop will assist with ice and snow removal during the winter season.

The Public Works Committee recommends approval.

Motion by Trustee Bradford, supported by Trustee Budinger to approve C&N Construction Inc. Proposal # 381 in the amount of \$ \$6,812.00. Motion carried with six (6) ayes and zero (0) nays.

Vista Drive Concrete Repair Proposal

Public Works Director Loberg stated this repair is in conjunction with the bridge repair near Vista Drive and will help to correct the storm drainage issue. Concrete was chosen for both cost and durability reasons and will be funded from the Capital Improvement Fund.

Discussion ensued regarding the Town purchasing policy and bid solicitation practices.

Motion by Trustee Bookout, supported by Trustee Budinger to approve C&N Construction Inc. Proposal # 384 in the amount of \$ \$7,790.00 for the Vista Drive concrete repair. Motion carried with six (6) ayes and zero (0) nays.

Audience member Bill Brunner requested the Board include discussion of waiving purchase policy in the future.

Town Park Miners Statue Concrete Installation Proposal

Administrator Knight provided an overview regarding ongoing conversations with the rehabilitation of the Miners Statue area at Town Park. The project would include concrete stamping and planter boxes. Public Works director Loberg added the modifications will assist with maintenance as well as aesthetics.

Discussion ensued regarding project design.

Motion by Trustee Watson, supported by Trustee Bear to move discussion to the next regular meeting so a design scheme can be included in the packet. Motion carried with six (6) ayes and zero (0) nays.

National Endowment for the Arts (NEA) Grant Application Letter of Support

Kate Rawlinson, program manager for the North Fork Creative Coalition and President of Elsewhere Studios Board was present. The grant submittal deadline is next week, with funds awarded in 2018. There are no financial commitments required by the Town at this time. The grant is a support to the Space 2 Create project, which if awarded, will facilitate consultants to discuss plans and promotion of a creative district specific to a walkable area in Paonia.

Discussion ensued regarding timing, process, fiscal agency responsibilities and commitment.

Motion by Trustee Pennell, supported by Trustee Budinger to approve Mayor Stewart to sign a letter of support for the NEA grant application as presented. Motion carried with five (5) ayes and one (1) nay from Trustee Bradford.

Disbursements

Motion by Trustee Budinger, supported by Trustee Watson to authorize the disbursements as reviewed by the Town Treasurer and Finance Committee for September 25, 2017, in the amounts of, \$154,480.13 for accounts payable, \$150,000.00 Transfer to Summit Account, \$90.00 check to CML District Meeting, \$7,254.45 for payroll taxes, \$19,046.46 for payroll, and \$782.00 for credit card. Motion carried with six (6) ayes and zero (0) nays.

Committee Reports

Finance and Personnel: Trustees Bookout & Budinger:

1. Continue follow-up regarding complaint to next meeting.

Public Works: Trustees Bear & Bradford:

1. Requested to reschedule committee meeting.

Governmental Affairs: Trustees Pennell & Watson:

1. Nothing additional to report.

Adjournment

Motion by Trustee Bear, supported by Trustee Bradford to adjourn the meeting. Motion carried with six (6) ayes and zero (0) nays.

The meeting was adjourned by Mayor Stewart at 8:15 PM

_____/s/_____
J. Corinne Ferguson, Town Clerk

_____/s/_____
Charles Stewart, Mayor