

Minutes
Town Board Regular Meeting
Town of Paonia, Colorado
December 12, 2017

RECORD OF PROCEEDINGS

The Regular Meeting of the Town Board of Trustees held Tuesday, December 12, 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

Town Staff present were as follows:

Administrator Ken Knight
Clerk Corinne Ferguson
Finance Officer Cindy Jones
Treasurer Ross King

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

Approval of Agenda

Motion by Trustee Bradford, supported by Trustee Bear to approve the agenda as presented. Motion carried unanimously.

Announcements

None

Recognition of Visitors & Guests

None

Consent Agenda

Minutes:

November 28, 2017 Regular Meeting

Motion by Trustee Bear, supported by Trustee Bookout to approve the consent agenda as presented. Motion carried unanimously.

Mayor's Report

Trustee Bookout agreed to act as judge in the annual Christmas light contest. Her children will assist.

The current Employ Resource Guide requires a personnel liaison group be formed for specific grievances. Mayor Stewart appointed Finance & Personnel Committee Trustee Bookout and Trustee Budinger as the Board alternate. Mr. Jon Howard, General Manager of KVNF has agreed to participate as a community member. A staff appointment is required and will be chosen via the employees.

Trustee Budinger was appointed, in addition to Trustee Pennell, on the Space 2 Create

Committee.

Town Administrator's Report

1. Public Works Director Loberg is on vacation.
2. Chief Ferguson is absent due to illness.
3. Attended ArtSpace community meeting in Carbondale.

Public Works Department Report

None

Police Department Report

1. A written report was provided in the packet.

Treasurer's Report

1. Disbursements and payroll have been reviewed.
2. Storm Water grant submitted to the State.
3. Thanked the staff for their continued efforts and wished all a happy holiday.

Unfinished Business

Ordinance 2017-12 Marijuana Regulations

Mayor Stewart provided an overview of the proposed ordinance, stating the ordinance will give the Town authority to enforce laws at the municipal level, provides clear guidelines, and reiterated the ordinance primarily mirrors the State regulations, in effect January 1, 2018.

Motion by Trustee Bear, supported by Trustee Budinger to approve the second reading of Ordinance 2017-12 as presented for publication. Motion passed unanimously.

New Business

Sewer Line Engineering Proposal

Administrator Knight provided a description of the four (4) phase sewer line extension project, extending the sewer line to Highway 133. Three (3) bids for engineering were received from:

Odisea: Bid total \$13,840
SGM: Bid total \$62,662
WestWater: Bid total \$92,500
High Country: Bid total \$66,400

Staff recommends acceptance of the SGM RFP for all phases of the project.

Discussion ensued regarding differences in bid amounts and employee involvement during the bid process.

Motion by Trustee Bradford, supported by Trustee Bear to approve all phases of the sewer line engineering on Samuel Wade/Stahl Road to Highway 133 to SGM in the amount of \$56,890.00. Motion carried unanimously.

Tree Board Appointment

Mayor Stewart provided an overview of the necessity and function of the Tree Board, pursuant to Municipal Code Section 2-7-20. Four (4) applications for the tree board were received from:

Roger Baril
Samira Hart
Paula Martin
Tamie Meck

Trustee Bradford is willing to sit on the Board for the Trustee position.

Motion by Trustee Bradford, supported by Trustee Bookout to appoint members to the Town Tree Board as presented. Motion carried unanimously.

Motion by Trustee Bradford, supported by Trustee Bookout to set tree board term limits via lottery, appoint chair and secretary, and provide information to the Board. Motion carried unanimously.

Resolution 2017-15 Town of Paonia Budget

Mayor Stewart provided a history of the budget process.

Motion by Trustee Bookout, supported by Trustee Budinger to approve Resolution 2017-15, Town of Paonia 2018 Budget as presented. Motion carried unanimously.

Resolution 2017-16 General Fund Mill Levy

Annual requirement to set the General Fund Mill Levy.

Motion by Trustee Budinger, supported by Trustee Bear to adopt Resolution 2017-16, setting the General Fund Mill Levy at 8.322 as presented.

End of Year Employee Bonus

Administrator Knight stated the Town of Paonia has seen Sales Tax proceeds increase in the latter part of 2017 beyond anticipated collections. This increase may not be sustainable, but the Town will have approximately \$20,000 in surplus funds in the 2017 fiscal year. Knowing the 2018 budget did not include increases for Town Employees due to the uncertain fiscal conditions the treasurer and finance committee request the Board of Trustees consider a one-time performance based bonus for Town Employees.

Discussion ensued regarding sustainability of tax increase, employee evaluations and performance, need for emergency reserves, and upcoming sale tax increase.

Several Trustees and members of the audience recognized employees for the work done on behalf of the Town.

Motion by Trustee Bookout, supported by Trustee Budinger to use 75% of the funds for employee bonuses and allocate the remaining 25% for reserves. Motion carried unanimously.

Motion to amend main motion, using 50% toward employee bonuses and 50% to reserve. Motion carried via tie vote decision by Mayor Stewart.

Original amended motion carried unanimously.

Resolution 2017-17 Sales Tax Increase

Mayor Stewart provided a history regarding discussion of the need to add a sales tax increase question to the April 2018 municipal election ballot.

Discussion ensued regarding potential restriction of the proposed 1% increase. Town Attorney Nerlin advised against removing the ability to be flexible with the use of additional sale tax funds.

Motion by Trustee Budinger, supported by Trustee Bookout to adopt Resolution 2017-17, setting proposed ballot language for a 1% sales tax increase as presented. Motion carried unanimously.

Disbursements

Motion by Trustee Budinger, supported by Trustee Bookout to authorize the disbursements as reviewed by the Town Treasurer and Finance Committee for December 12, 2017, in the amounts of, \$231,599.49 for accounts payable, \$6,608.88 for payroll taxes, \$15,318.9424 for payroll, \$345.09 paper check, and routine bills for year-end. Motion carried unanimously.

Finance and Personnel: Trustees Bookout & Budinger:

Nothing to report.

Public Works: Trustees Bear & Bradford:

1. Met to discuss sewer line RFP.
2. Continuing to research Town Park history.

Governmental Affairs: Trustees Pennell & Watson:

No members present.

S2C: Trustees Budinger & Pennell:

1. Received \$35,000 Grant payment from Boettcher Foundation.
2. Requests Board approval to authorize the S2C committee and Town Administrator Knight to apply for grants with final acceptance only after Board approval.

Motion by Trustee Bookout, supported by Trustee Budinger to authorize the Space 2 Create Committee and Administrator Knight to apply for grant funding, with final acceptance of awarded grants only following Board of Trustee approval. Motion carried unanimously.

Adjournment

Motion by Trustee Bear, supported by Trustee Bookout to adjourn the meeting. Motion carried unanimously.

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

s/s

s/s

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

(SEAL)