

Minutes
Town Board Regular Meeting
Town of Paonia, Colorado
February 27, 2018

RECORD OF PROCEEDINGS

The Regular Meeting of the Town Board of Trustees held Tuesday, February 27, 2018 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
David Bradford
Karen Budinger
Suzanne Watson

Town Staff present were as follows:

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

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

Approval of Agenda

Mayor Stewart provided information requesting the removal of the Flying Fork Café, LLC liquor license removal. Motion by Trustee Bear, supported by Trustee Bradford to approve the agenda as amended. Motion carried unanimously.

Announcements

Trustee Bradford read a letter in response to the ad paid for by Bill Brunner, in the February 14, 2018 Delta County Independent.

Trustee Watson made a point of order, asking if the trustee meeting was the appropriate time to read a statement or discuss the ad. Mayor Stewart allowed Mr. Bradford to continue. Attorney Nerlin clarified that the statement was that of Trustee Bradford, not a statement by the Board.

Recognition of Visitors & Guests

Elsewhere Studios – INSPIRED Art at Work Project – Deirdre Morrison, AmeriCorps Vista with Elsewhere Studio was present. Ms. Morrison presented a brief slideshow. The program collaborates with five (5) local not-for-profit organizations. A visiting artist symposium is tentatively scheduled for August 2018, to view the art work.

North Fork Valley Creative Coalition– Letter of support request. Mayor Stewart read the letter for the audience. Susie Kaldis-Lowe was present. The NFVCC requests a letter of support for re-certification of the creative district designation. The district will only encompass Paonia, and will be known as the Paonia Creative District.

Motion by Trustee Bear, supported by Trustee Budinger to authorize Town Administrator Knight to sign the North Fork Valley Creative Coalition letter of support. Motion carried unanimously.

Eric Goold was present on behalf of KVNF and offered candidates the opportunity to come to

KVNF for a quick interview and introduction on March 14th and 15th.

Consent Agenda

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Curiel, LLC – Liquor License Renewal

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

Mayor's Report

1. Requested Clerk Ferguson include a statement from the Clerk and Chief Ferguson regarding any issues with establishments when applying for liquor license renewals.
2. Presented Officer Patrick Hinyard with a Recognition of Service Certificate for ten (10) years of service.

Town Administrator's Report

1. Region 10 has funds available that may assist with light installation in Poulos Park.
2. Provided estimated costs to certify a building official for Town.
3. A draft drought plan and IMG Tank liner repair will be included on the next agenda.

Tomas Markle advised that if tagging has been an issue at Poulos Park, there are studies that state additional lights encourage the behavior.

Public Works Department Report

1. The Miner's Statue request for proposals has been prepared and published. The deadline is March 22nd.
2. Bids for the 2MG drainage repair are due February 28th.
3. Ongoing projects are progressing with the engineering firms.
4. The annual discharge permit is under review at the state.
5. CDOT received bridge inspection report, follow-up and signage to come.

Police Department Report

1. The current blotter included in packet.
2. Major investigations monopolizing much of the departments time, but are wrapping up.
3. The last hazard mitigation meeting is set for March 14th.
4. The New officer Kris Urbin will primarily be focused on code enforcement and animal control over the next few months.
5. March is a busy month for police training.
6. The Yeager re-trial will start this month. Officer Hinyard and Chief Ferguson are under a subpoena to testify.

Trustee Bradford stated he applauds the police department animal control and registering of dog's focus.

Jakki Taylor added her appreciation for the follow-up telephone call after a dog complaint.

Treasurer's Report

1. Disbursements and payroll have been reviewed.
2. Investigating deeds and potential restrictions regarding the old sewer plant site.
3. Working with Public Works Committee and Administrator Knight regarding trash fees.

Unfinished Business

Town Administrator Evaluation Schedule

The evaluation outline and forms were provided at the February 13th meeting. No issues were noted.

Motion by Trustee Watson, supported by Trustee Bear to approve the provided evaluation procedure. Motion carried unanimously.

Motion by Trustee Bradford, supported by Trustee Watson to set the return date of the evaluation packets as March 13, 2018, and appoint Mayor Stewart as the collector of the evaluations forms. Motion carried unanimously.

Motion by Trustee Budinger, supported by Trustee Bradford to request an executive session be placed on the agenda for March 27, 2018 to review the evaluations. Motion carried unanimously.

New Business

Police Department Workstation Bid Approval

Chief Ferguson provided an overview of the necessity to update the work stations within the police department, as well as the re-utilization of the existing desks within the public works department.

Bids were solicited from three companies that provide and install partition-style work stations on the Western Slope.

One company came to site to measure and discuss project.

One company provided a drawing based on measurements only.

One company did not bid the project.

The staff recommended bid from ProSpace Interiors bid is within the budget amount approved for the police department 2018 budget.

Motion by Trustee Bear, supported by Trustee Bradford to approve ProSpace Interiors for the purchase and installation of work stations in the police department in the amount up to \$9,750.00. Motion carried unanimously.

Trustee Requested Discussion – Policies & Procedures for Accidents Involving Town Employees, Town Property, Town Equipment

A draft resolution regarding the discussion topics was included in the agenda packet. Trustee Bradford noted concern with the number of accidents occurring with Town equipment and the notification process for the Board.

Discussion ensued regarding the existing procedures and the issue being a personnel policy, which can be addressed by the Finance and Personnel committee, and included in the upcoming Personnel Policy guide update.

Motion by Trustee Budinger, supported by Trustee Watson to table discussion for follow-up by the Finance and Personnel Committee at the March 27, 2018 Board meeting. Motion carried unanimously.

Trustee Requested Discussion – Policies & Procedures for Employee Recognition & Service Award

A draft resolution regarding the discussion topics was included in the agenda packet. Trustee Bradford believes the Board needs a structured system dealing with employee awards and recognition.

Discussion ensued regarding the existing procedures and the issue being a personnel policy, which can be addressed by the Finance and Personnel committee, and included in the upcoming Personnel Policy guide update.

Motion by Trustee Watson, supported by Trustee Bradford to table discussion for follow-up by the Finance and Personnel Committee at the March 27, 2018 Board meeting. Motion carried unanimously.

Disbursements

Motion by Trustee Budinger, supported by Trustee Watson to authorize the disbursements as reviewed by the Town Treasurer and Finance Committee for February 27, 2018 in the amounts of, \$35,886.26 for accounts payable, \$17,125.41 for payroll taxes, \$15,709.44 for payroll, \$628.61 transfer, and \$2,602.50 summit account interest transfer. Motion carried unanimously.

Finance and Personnel: Trustees Bookout & Budinger:

Nothing additional to report or discuss.

Public Works: Trustees Bear & Bradford:

1. Met February 15th for a meeting with Administrator Knight and Public Works Director Loberg.
2. Landfill increase is approximately \$10,000.00 per year. A suggested \$1 increase and reserve funds will cover the deficit.
3. The Town needs to continue building the reserve to pay for a trash truck replacement.
4. Water restrictions later this year may be necessary due to lack of snow pack.
5. Set meeting for March 22, 2018 for Miner's Statue Memorial Wall discussion and RFP.

Governmental Affairs: Trustees Pennell & Watson:

1. Met to discuss the possibility of opening the committee meetings to public.
2. Discussed recording and broadcasting Board meetings.

S2C: Trustees Budinger & Pennell:

Updated the Board on the ongoing process and noted benefits of contacts that both S2C and the Creative Coalition have that spill over to other areas of Town business. The first draft of the ArtSpace feasibility study has been received for review.

Tree Board: Trustee Dave Bradford & Chair Samira Hart:

The next meeting is scheduled for March 7, 2018 at 6:30pm.

Executive Session

Motion by Trustee Bradford, supported by Trustee Budinger to enter executive session for a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); specific to Mr. Coleman demand letter.

Entered executive session at 8:38pm
Returned to open meeting at 9:03pm

In attendance were Mayor Stewart, Town Administrator Ken Knight, and Town Attorney Bo Nerlin, and Trustees Bear, Bradford, Budinger, and Watson.

No issues noted.

Motion by Trustee Bradford, supported by Trustee Budinger to direct legal counsel to pursue the legal advice discussed in executive session and reject the Coleman offer. Trustee Watson recused herself from the vote. Motion carried with three (3) ayes and one (1) abstention.

Executive Session

Motion by Trustee Budinger, supported by Trustee Bradford to enter executive session for a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); specific to materials submitted by Mr. Eric Pace on February 26, 2018.

Entered executive session at 9:05pm

Returned to open meeting at 9:32pm

In attendance were Mayor Stewart, Town Administrator Ken Knight, and Town Attorney Bo Nerlin, and Trustees Bear, Bradford, Budinger, and Watson.

No issues noted.

No action taken.

Adjournment

Motion by Trustee Bradford, supported by Trustee Budinger to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned by Mayor Stewart at 9:33pm

_s/s_____
J. Corinne Ferguson, Town Clerk

_s/s_____
Charles Stewart, Mayor