

Minutes
Town Board Regular Meeting
Town of Paonia, Colorado
June 26, 2018

RECORD OF PROCEEDINGS

The Regular Meeting of the Town Board of Trustees held Tuesday, June 26, 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
Mary Bachran
Bill Bear
Chelsea Bookout
Karen Budinger
Samira Hart

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

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

Announcements

None

Recognition of Visitors & Guests

None

Consent Agenda

Special Meeting June 12, 2018
Regular Meeting June 12, 2018

Motion by Trustee Bachran, supported by Trustee Budinger to approve the consent agenda as amended. Motion carried unanimously.

Mayor's Report

Nothing to report.

Town Administrator's Report

1. Miner Plaza update included in the packet. Public Works committee suggests the

- relocation of the water fountain feature to the southside of the BMW bench.
2. Attended the CML annual convention. Good information received regarding severance tax and planning.
 3. Spoke to several garbage companies regarding serving the western slope.
 4. Attended meeting in Denver for small town community application presentation.

Public Works Department Report

1. Clean-up underway in preparation of the upcoming events.
2. Miners Plaza work should be completed by the beginning of July.
3. The water tank storage spillage has dropped to approximately 1,000 gallons a day.
4. Skipped one week of mowing Town parks to allow for better moisture retainage. Will mow Town Park prior to Cherry Days events.

Police Department Report

1. The current blotter is included in packet.
2. The two new vehicles have been outfitted and are in rotation.
3. Several more trainings scheduled for the near future.
4. Prepping for upcoming events.
5. The vacant position with the police department has been filled by Nicholas Rogers.

Treasurer's Report

1. Disbursements and payroll have been reviewed.
2. No updates for title search on old sewer plant have been received.
3. The auditors are on-site at Town Hall conducting the audit for 2017.
4. Condolences to Russ White of RubinBrown on the loss of his father.

Unfinished Business

Clock Treatment Plant – IMG Storage Tank Sandblasting Bid Award

Public Works Director Loberg reported that the company approved for sandblasting at last regular meeting is no longer available to perform the work on the IMG storage tank. Updated bid information has been requested. Director Loberg is working with the company that will install the liner on several other options and alternative methods for the removal of the old lining.

Discussion ensued regarding what constitutes a binding agreement.

New Business

Mountain Harvest Creative – MHF Large Park & Special Event Application

The special event application typically would be under consent agenda. Requested by Mountain Harvest Creative to present documentation regarding community impact and benefit from the festival held in 2017.

Marla Korpar – Mountain Harvest Creative board member – was present on behalf of the MHC. Ms. Korpar presented the financial activity impact from 2017. No major changes are planned for the 2018 festival.

Motion by Trustee Bookout, supported by Trustee Hart to approve the Mountain Harvest Creative large park event and special event application for the 2018 Mountain Harvest Festival. Motion carried unanimously.

North Fork Valley Creative Coalition – Signage & Wayfinding Master Plan

Susie Kaldis, NFVCC Board President and Kristen Syfer were present to give an overview of the week-long signage and wayfinding event held in Paonia. A draft plan was included in the packet for review. Over one-hundred (100) people were talked with and provided input regarding signage options for the Town. The over-all goal is to create signage using local artisans. The

next steps are revisions, content decisions and location. Preliminary cost estimates will be included with the next presentation.

2018 Revised Budget Discussion

A work session to begin discussion of the 2018 revised budget was held June 12, 2018. A resolution adopting the Board approved changes will be included on the July 10, 2018 agenda. A page by page review of the revised budget was reviewed as follows:

Administration:

Motion by Trustee Budinger, supported by Trustee Hart to approve Administration updates as presented.

Discussion ensued regarding Caselle Software allocations.

Motion to amend main motion by Trustee Bear to allocate 25% of the Caselle Software costs to the general fund. Motion failed for lack of second.

Main motion carried unanimously.

Ms. Suzanne Watson, Delta Avenue, stated it is courtesy and allows open dialogue when another Board member seconds a motion.

Building:

No changes at this time suggested.

Public Safety:

Motion by Trustee Hart, supported by Trustee Budinger to approve Public Safety updates as presented. Motion carried unanimously.

Motion by Trustee Hart, supported by Trustee Bachran to recess for five (5) minutes to allow Clerk Ferguson to make additional copies. Motion carried unanimously.

Meeting recessed for five (5) minutes.

Meeting called to order.

Parks:

Discussion ensued regarding prior park contract, the work-in-progress discussed during public works report, and the need for some lee-way given to the public works department as they work through taking parks maintenance in-house.

Motion by Trustee Bachran, supported by Trustee Budinger to approve Park updates as presented. Motion carried unanimously.

Street:

Motion by Trustee Bookout, supported by Trustee Bachran to approve street updates as presented. Motion carried unanimously.

Street Capital:

Motion by Trustee Budinger, supported by Trustee Hart to approve street capital updates as presented. Motion carried unanimously.

Thomas Markle, Second Street, questioned how the internal impact fee works. Administrator Knight provided explanation.

Bridge:

Discussion ensued regarding multiple options being contingent upon upcoming bridge analysis.

Motion by Trustee Bear, supported by Trustee Bachran to table bridge discussion to a later date.

Sidewalk:

Motion by Trustee Bookout, supported by Trustee Budinger to approve sidewalk updates as

presented. Motion carried unanimously.

Sewer:

Motion by Trustee Bachran, supported by Trustee Hart to approve sewer updates as presented. Motion carried unanimously.

Garbage:

Motion by Trustee Hart, supported by Trustee Bachran to approve garbage updates as presented. Motion carried unanimously.

Motion by Trustee Bachran, supported by Trustee Budinger to add item 7 to the agenda for discussion of the Water budget amendments. Motion carried unanimously.

In-Town Waterline Bid Award Engineer Recommendation – Clark Avenue and Dorris Avenue

SGM Inc., submitted to the Town their recommendation for the bid award of the waterline replacement project on Clark and Dorris Avenue. Staff requests approval of using approximately \$84,000 from reserves to complete the project. An anticipated start date mid-July is expected.

Tamie Meck thanked the Board for making the waterline upgrade a priority.

Motion by Trustee Bachran, supported by Trustee Hart to approve bid award recommendation from SGM, Inc. to Roop Excavating in the amount of \$83,765 from reserves and \$165,844 for segments one and two. Motion carried unanimously.

PRV Vault Fabrication and Installation Bid Award – Minnesota Creek

WestWater Engineering submitted to the Town their recommendation for the bid award of the prv vault fabrication and installation on Minnesota Creek Road. The project is deemed necessary due to the pressure coming from the water tank and to lessen extreme pressure on the existing prv.

Motion by Trustee Budinger, supported by Trustee Bachran to approve the bid award recommendation from WestWater Engineering to Eagles Nest Contracting in the amount of \$60,051 for the Dry Gulch Pressure Reducing Valve and Vault project.

Ordinance 2018-03 – Amendments to the Municipal Code Chapter 17, Article 6, Division 3, Regarding Minor Subdivision Regulations

Town Attorney Bo Nerlin provided an overview of the proposed ordinance. The ordinance incorporates suggestions from Governmental Affairs including final approval of minor subdivision by Board of Trustees. The ordinance also increases a minor subdivision from two (2) lots to three (3) lots.

Motion by Trustee Hart, supported by Trustee Bookout to adopt Ordinance 2018-03, an ordinance of the Board of Trustees Amending Chapter 17, Article 6, Division 3 of the Town Municipal Code. Motion carried unanimously.

Page Nine (9) Water – 2018 Revised Budget Amendment

Discussion ensued regarding hiring an additional public works employee, multiple water projects, and water fund reserves.

Motion by Trustee Hart, supported by Trustee Bachran to approve the water amended budget 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 June 26, 2018 in the amounts of, \$29,614.87 accounts payable, \$18,088.08 payroll taxes, \$92.35 payroll check, \$18,309.07 for payroll direct deposit, and \$752.09 for credit card. Motion carried unanimously.

Finance and Personnel: Trustees Bookout & Budinger:
Nothing additional to report.

Public Works: Trustees Bear & Bachran:
Nothing additional to report.

Governmental Affairs: Trustees Pennell & Hart:
Nothing additional to report.

S2C: Trustees Budinger & Pennell:
Nothing additional to report.

Tree Board: Trustee Hart:
Nothing to report.

Executive Session:
Motion by Trustee Bookout, supported by Trustee Hart to enter in to executive session to conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b); specific to Custodian of Records Town of Paonia v. Bill Brunner, 2017 CV 30118. Motion carried unanimously.

Entered executive session at 8:52pm
Returned to open session at 9:21pm

Those present were Mayor Stewart, Trustees Bachran, Bear, Bookout, Budinger, Hart, and Pennell, Town Administrator Ken Knight, and Town Attorney Bo Nerlin.

No issues noted.

Adjournment

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

The meeting was adjourned by Mayor Stewart at 9:22pm

s/s

s/s

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor