

**Minutes**  
**Town Board Regular Meeting**  
**Town of Paonia, Colorado**  
**November 13, 2018**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Town Board of Trustees held Tuesday, November 13, 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:

Administrator Ken Knight  
Clerk Corinne Ferguson  
Finance Officer Cindy Jones  
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**

Nancy Hovde – Hope West Representative provided information regarding services provided by Hope West. Mayor Stewart read for the record the Hospice Month Proclamation.

Motion by Trustee Bachran, supported by Trustee Bookout to authorize Mayor Stewart to sign the Hospice Month Proclamation. Motion carried unanimously.

Bill Brunner – Second Street – read a statement to the Board regarding Court case 2017-30118 Findings of Fact.

Eric Goold – Box Elder Avenue – read a statement to the Board regarding Court case 2017-30118 Findings of Fact.

Suzanne Watson – questioned legal advice received by the Town from both Town attorney and CIRSA.

Mayor Stewart added the case issue is more complicated than stated during the public discussion. Issues noted were:

Employee privacy rights

Personnel records  
Medical records

No further questions or discussion was permitted.

### **Consent Agenda**

Minutes:

Regular Meeting October 23, 2018

Special Meeting October 30, 2018

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

### **Mayor's Report**

Nothing to report.

### **Town Administrator's Report**

BLM removed lease parcels requested by Town.

Memorial Plaque sales are up to \$7,300.

Requesting Board approval to close Town Hall December 26-31<sup>st</sup>. Will be on next agenda.

Bill Brunner requested a status for building permit for home on Onarga Avenue. Administrator Knight provided a history and status of the open permit.

Bill Brunner questioned the permitted use of a duplex in the R-1 zone.

Bill Brunner questioned if Administrator Knight was aware the Clock Water Treatment Plant had been offline since 2015. – Yes.

### **Public Works Department Report**

1. Leaf Vac continues to operate as long as weather permits.
2. Curb & gutter to Samuel Wade Rd bridge has been poured.
3. Meter replacement continues.
4. Strapping at the IMG Storage Tank is complete. The roof installation is to follow.

Shirin Patterson – questioned if a decision regarding the use of magnesium chloride had been made and if the mag spreader had been purchased. Director Loberg advised no purchase or final decision had been made to date.

Public discussion ensued regarding costs associated with ice removal, the mag spreader, use of salt and sand and the previous agenda item and direction given by the Board.

### **Police Department Report**

1. The current blotter included in packet.
2. Officer Urbin resigned effective November 4<sup>th</sup>.
3. Officer Taffine Patterson has returned to the department and is anticipated to be the School Resource Officer.
4. Chiefs, Marshalls, and Sheriffs of Delta County met to discuss a county-wide sales tax increase proposal for public safety. It is anticipated to be a ballot question for November 2019. The increase will assist with department needs, staffing, competitive wages, and will decrease funds needed from the general fund for the police department.

### **Treasurer's Report**

1. Disbursements and payroll have been reviewed.
2. Two (2) requests for proposals for an auditing firm have been received, with a third anticipated.

Motion by Trustee Bookout, supported by Trustee Hart to authorize the finance & personnel

committee, treasurer, and staff to review the audit rfp's and provide a recommendation to the Board. Motion carried unanimously.

### **Unfinished Business**

#### **2017 Audit Acceptance**

Mayor Stewart provided an overview regarding the 2017 audit presentation by RubinBrown at the previous Board meeting. The Board requested the opportunity to review prior to acceptance.

Bill Brunner stated he believes the Clock Treatment Plant being offline was not properly disclosed within the audit.

Treasurer King provided a response, stating the audit information regarding the Clock Water Treatment Plant has been consistent & depreciation the same for the last four (4) years. The value will not be affected or reflected differently until the 2018 audit.

Motion by Trustee Bachran, supported by Trustee Hart to accept the 2017 audit as presented by Russ White, RubinBrown. Motion carried unanimously.

#### **Vacant Trustee Seat – Letters of Interest**

Mayor Stewart provided an overview of the opening of the trustee seat, which is required to be filled by appointment or the setting of a special election by November 29<sup>th</sup>. Three (3) letters of interest were received from Dave Knutson, Dave Bradford, and Pamela Jackson and were included in the Board packet.

Dave Bradford was unable to attend due to a scheduling conflict. Candidates Knutson and Jackson gave a brief introduction and answered both Board and public questions regarding their desire to serve. The seat appointment is scheduled to be on the next agenda.

### **New Business**

#### **In-Kind Request – Paonia Senior Citizens, Inc. Parking Lot Snow Removal**

The Paonia Senior Center requests an in-kind donation from Town for the snow plowing of the center parking lot. Staff recommends Board approval.

Bill Brunner noted the removed water rate that offered a discount to certain entities within the Town.

Discussion ensued regarding the non-profit status and former Mayor Ron Rowell, free maintenance of the parking lot prior to moving from Town.

Motion by Trustee Bear, supported by Trustee Bachran to approve the in-kind request for snow removal of the Paonia Senior Center as presented. Motion carried unanimously.

#### **Public Hearing – 2019 Town of Paonia Proposed Budget** *(Clerk note: This is a summary of proceedings. jcf)*

The Public Hearing began at 8:15 PM.

Trustees present were as follows:

Mayor Charles Stewart  
Trustee Bill Bear  
Trustee Chelsea Bookout  
Trustee Mary Bachran  
Trustee Karen Budinger  
Trustee Samira Hart

Mayor Stewart outlined the procedure for the public hearing and provided a history of the three (3) month budget process, which included multiple work sessions and agenda discussions for

each department, fund, and expenditure.

No fee increases are relied upon for the proposed balanced 2019 budget.

Treasurer King reviewed final document and recommends Board approval.

Mayor Stewart opened for public comment.

No comments.

Mayor Stewart opened for Board comment.

No comments.

The Public Hearing concluded at 8:25 PM.

Resolution 2018-14 Accepting TSM Construction In-Town Waterline Replacement Project

A resolution accepting completion of the in-Town waterline replacement project for sections of 3<sup>rd</sup> Street, Lamborn Avenue, and Box Elder Avenue, completed December 2017.

Motion by Trustee Hart, supported by Trustee Bear to adopt Resolution 2018-14 Accepting TSM Construction In-Town Waterline Replacement Project. Motion carried unanimously.

Resolution 2018-15 Accepting Roop Excavating, LLC In-Town Waterline Replacement Project

A resolution accepting completion of the in-Town waterline replacement project for sections of Dorris and Clark Avenue, completed October 2018.

Motion by Trustee Bear, supported by Trustee Hart to adopt Resolution 2018-15 Accepting Roop Excavating, LLC In-Town Waterline Replacement Project. Motion carried unanimously.

Resolution 2018-16 Accepting Eagles Nest Contracting Water Transmission Main Pressure Reducing Vault and Valve Project

A resolution accepting completion of the PRV project, completed November 2018.

Motion by Trustee Hart, supported by Trustee Bear to adopt Resolution 2018-16 Accepting Eagles Nest Contracting PRV Project. Motion carried unanimously.

CIRSA – 2019 Optional Coverage Quote – Excess Crime

CIRSA provided the annual renewal for optional excess crime coverage.

The renewal options are:

\$500,000 - \$255 per year.

\$2,000,000 - \$805 per year.

\$5,000,000 - \$1,861 per year.

Motion by Trustee Hart, supported by Trustee Bachran to accept optional coverage for excess crime in the amount of \$500,000 for \$255 per year. Motion carried unanimously.

**Disbursements**

Motion by Trustee Bookout, supported by Trustee Hart to authorize the disbursements as reviewed by the Town Treasurer and Finance Committee for November 13, 2018 in the amounts of, \$78,899.53 for accounts payable, \$23,638.09 for payroll taxes, \$375.00 printed payroll Check, \$36,073.40 for payroll direct deposit and \$494.50 credit card. Motion carried unanimously.

**Public Works:** Trustees Bear & Bachran:

Nothing to report.

**Finance and Personnel:** Trustees Bookout & Budinger:

Nothing to report.

**Governmental Affairs:** Trustee Hart:

Nothing to report.

**S2C:** Trustees Budinger & Bachran:

Arts Market Survey complete – the goal was 400 responses, S2C received 480.

**Tree Board:** Trustee Hart

Nothing to report.

**Adjournment**

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

The meeting was adjourned by Mayor Stewart at 8:41pm

\_\_\_\_s/s\_\_\_\_\_  
J. Corinne Ferguson, Town Clerk

\_\_\_\_s/s\_\_\_\_\_  
Charles Stewart, Mayor