

# **Town of Collbran Board of Trustees**

## **Meeting Minutes**

Regular Session  
May 7, 2019

### **I. Call to order**

Mayor Lew Evans called to order the regular meeting of the Town of Collbran Board of Trustees at 6:01pm on May 7, 2019 at Collbran Town Hall.

### **II. Pledge of Allegiance**

### **III. Roll call**

Present: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.  
A quorum was present.

Also Present: Administrator Casselberry  
Town Clerk/Treasurer Melonie Matarozzo  
Finance Director Karla Distel

### **IV. Consideration of Consent Agenda**

**A) MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE CONSENT AGENDA INCLUDING THE MINUTES FROM APRIL 5 AND APRIL 19, 2019; SECONDED BY TRUSTEE TODD.**

**Vote Results:**

Ayes: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.  
Nays: None

Motion carried.

### **V. Persons Present Not On Agenda**

**VI. Plateau Valley Job Corps is coming in front of the Board to request a fee waiver for the Auditorium for their Cancer Walk on May 4.**

**a) MOTION: TRUSTEE TODD MOVED TO APPROVE THE FEE WAIVER; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

Ayes: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.  
Nays: None

Motion carried.

**VII. Plateau Valley Cancer Fund, Joyce Chicos is coming in front of the Board to request a fee waiver for the Auditorium for the Annual Butterfly Release.**

- a) **MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE FEE WAIVER; TRUSTEE WHITE SECONDED**

**Vote Results:**

Ayes: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.

Nays: None

Motion carried.

**VIII. Chris Clark with Laramie Energy with an Oil and Gas Industry update.**

- a) Information Item Only

**IX. ORDINANCE NO. 4, SERIES 2019 AMENDING SECTION 15.01.180 AND 15.03.180 OF THE COLLBRAN MUNICIPAL CODE REGARDING VETERINARY ANIMAL CLINICS.**

- a) **MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE PROPOSED AMMENDMENT TO SECTION 15.01.180 DEFINING VETERINARYY ANIMAL CLINICS AND IDENTIFYING THE ZONING DISTRICTS WHERE VETERINARY ANIMAL CLINICS ARE ALLOWED AS A USE BY RIGHT, OR A CONDITIONAL USE; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

Ayes: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.

Nays: None

Motion carried.

**X. Schedule a Special Meeting for May 14, 2019, 10am with Matt Grugan from Vertical Bridge regarding update on the cell tower at Gandi Park.**

- a) Information Item Only

**XI. Review notice of “Love Note To Collbran” and \$500 Grant Program**

- a) Information Item Only

**XII. Review request for letter of support for Broadband Project.**

- a) **MOTION: TRUSTEE APPELHANZ MOVED TO AUTHORIZE THE TOWN MANAGER TO SEND A LETTER OF SUPPORT PENDING**

**DISCUSSION WITH THE REGIONAL BROADBAND PLAN  
CONSULTANT; SECONDED BY TRUSTEE MELNIKOFF.**

**Vote Results:**

Ayes: Trustees Appelhanz, Melnikoff, Todd, White and Mayor Evans.

Nays: None

Motion carried.

**XIII. 1<sup>st</sup> Quarter Budget Report from Finance Manager Karla Distel**

- a) Information Item Only

**XIV. Trustee Informational Items**

- a) Trustee White confirmed the backflow preventers must be installed by a licensed plumber.
- b) Mayor Evans gave an update on local events.

**XV. Monthly Staff Update: Questions**

- a) Trustee Todd asked for clarification on the Marshal's Report.

**XVI. Public Correspondence**

**XVII. Adjournment**

Mayor Lew Evans adjourned the meeting at 7:58pm.

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Approved

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Attest