

# ***Town of Collbran Board of Trustees Meeting Minutes***

Regular Meeting  
November 5, 2019

## **I. Call to order**

Mayor Lew Evans called to order the special meeting of the Town of Collbran Board of Trustees at 6:00pm on November 5, 2019 at Collbran Town Hall.

## **II. Pledge of Allegiance**

## **III. Roll call**

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

## **IV. Consent Agenda**

- a) **MOTION: TRUSTEE TODD MOTIONED TO APPROVE THE CONSENT AGENDA CONTAINING MINUTES OF OCTOBER 1, 2019 AND EXPENDITURES FOR OCTOBER 2019; SECONDED BY TRUSTEE WHITE**

### **Vote Results:**

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

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

## **VI. Hope West Proclamation Presentation**

## **VII. Review and Award Downtown Business Façade Grants**

- a) Reviewed Grant Application from Main Street Liquor Sign
- b) **MOTION: TRUSTEE TODD MOTIONED TO APPROVE THE GRANT TO MAIN STREET LIQUOR AT 75% MATCH FROM THE TOWN OF COLLBRAN; SECONDED BY TRUSTEE MELNIKOFF**

### **Vote Results:**

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

Nays: None  
Motion Carried

**VIII. Consideration of payment plan for Backflow Device Installation – Charlotte Adams**

Information Item

**IX. Approval of Updated Employee Manual**

- a) **MOTION: TRUSTEE TODD MOVED TO APPROVE THE CHANGES TO THE EMPLOYEE MANUAL; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

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

**X. Trustee Informational Items**

**XI. Monthly Staff Update Questions**

**XII. Adjournment**

Mayor Lew Evans adjourned the meeting at 7:11pm.

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Approved

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Attest