

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

Regular Session  
November 6, 2018

## **I. Call to order**

Mayor Lew Evans called to order the regular meeting of the Town of Collbran Board of Trustees at 7:00pm on November 6, 2018 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 MelonieMatarozzo
- Finance Director Karla Distel
- Marshal Adam Appelhanz
- Bill Hoffman
- Dave Edwards
- Lt. Matt King – Mesa County Sheriff's Office
- Sergeant Marco Montez – Mesa County Sheriff's Office
- Susie Bevan – Plateau Valley Hospice & Palliative Care
- Mackenzie Matarozzo
- Brandon Melnikoff
- Logan Butterfield
- Tucker Wiltse
- Weston Hilgenfeld
- Klayton Shepardson
- Rachel Schowalter
- Tammy Clark
- Lauren King
- Heather Jenkins
- JoLynn Dorman
- Jack Hamm
- Joyce Chicos
- Sylvia Spangler

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

**A) MOTION: TRUSTEE MELNIKOFF MOVED TO APPROVE THE  
CONSENT AGENDA; 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. Update From Mesa County Sheriff's Department**

- a) Lieutenant Matt King gave an update on Mesa Counties Coverage in our rural area.

**VII. Proclamation naming November Hospice & Palliative Care Month**

- a) Presented to Representative Susie Bevan

**VIII. 2019 Town Board Discretionary Fund Applicant Presentations**

- a) Presentations were presented to the Board of Trustees by all applicants, giving the Board of Trustees a chance to ask questions.

**IX. Consideration to Submit Grant Application December 1, 2018 to EIAF for Capitol Improvement Plan**

- a) **MOTION: TRUSTEE APPELHANZE MADE A MOTION TO SUBMIT THE GRANT APPLICATION TO EIAF FOR THE CAPITOL IMPROVEMENT PLAN; SECONDED BY TRUSTEE WHITE**

**Vote Results:**

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

Nays: None

Motion carried.

**X. Contract for Services with Chamberlain Architects.**

- a) Staff is requesting Board approval to sign the contract with Chamberlain Architects regarding the State Historical Fund Grant in regards the Collbran Auditorium
- b) **MOTION: TRUSTEE APPELHANZ MADE A MOTION TO AUTHORIZE THE MAYOR TO SIGN THE CONTRACT; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

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

**XI. Approval of Contract for Town Water/Sewer Operator**

- a) Introduction of Kirk Morgan
- b) **MOTION: TRUSTEE MELNIKOFF MOTIONED THAT WE APPROVE THE CONTRACT BETWEEN THE TOWN OF COLLBRAN AND KIRK MORGAN; SECONDED BY KEITH TODD**

**Vote Results:**

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

**XII. Approval to submit application to Americorps Vista Program**

- a) Staff presented an explanation of the volunteer program
- b) **MOTION: TRUSTEE WHITE MOTIONED TO SUBMIT THE APPLICATION TO THE AMERICORPS VISTA VOLUNTEER PROGRAM; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

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

**XIII. Lease Agreement for Staging Area for Kimball Creek Project @ Arena.**

- a) ConSy Inc. has requested use of the pull-out above the Rodeo Grounds and a portion of the parking area at the Rodeo Grounds for staging and sorting
- b) **MOTION: TRUSTEE APPELHANZ MOTION TO APPROVE RESOLUTION NUMBER 11. SERIES 2018, A RESOLUTION APPROVING A LEASE AGREEMENT FOR REAL PROPERTY TO BE USED FOR THE CONSTRUCTION OF THE KIMBALL CREEK ROAD PROJECT; SECONDED BY TRUSTEE TODD**

**Vote Results:**

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

Motion carried.

#### **XIV. Employee Benefits Renewal & Policy Changes**

- a) An explanation of current and proposed employee benefits was given by staff.
- b) **MOTION: TRUSTEE TODD MOTIONED TO APPROVE MEDICAL, VISION AND DENTAL BENEFITS OFFERED TO TOWN STAFF AND EXTENDED TO PART TIME EMPLOYEES; SECONDED BY TRUSTEE MELNIKOFF**

#### **Vote Results:**

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

Nays: None

Motion carried.

#### **XV. Discussion on Town Meeting Calendar and Frequency**

- a) Possibly moving meeting time up to 6pm and adding a 2<sup>nd</sup> meeting every month.

#### **XVI. Trustee Comments**

- a) A discussion of State Voting Results
- b) A discussion adding a scholarship for law enforcement or criminal justice students.

#### **XVII. Staff Reports**

- a) Town Administrator Casselberry
  - (1) Schedule discussion
  - (2) **MOTION: TRUSTEE MELNIKOFF MOTIONED TO APPROVE CLOSING TOWN HALL ON THE DAY AFTER THANKSGIVING, NOVEMBER 23; SECONDED BY TRUSTEE TODD**

#### **Vote Results:**

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

Nays: None

Motion carried.

- (3) Discussion regarding Davis Farrar still be on the payroll while working on the Sign Code and asked to keep his hours to a minimum.

- b) Marshal Appelhanz
- c) Town Clerk/Treasurer

**XVIII. Public Correspondence**

**XIX. Adjournment**

Mayor Lew Evans adjourned the meeting at 10:15pm.

---

Approved

---

Attest