

# **Town of Collbran Board of Trustees**

## **Meeting Minutes**

Regular Session  
March 5, 2019

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

Mayor Lew Evans called to order the regular meeting of the Town of Collbran Board of Trustees at 6:00pm on March 5, 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  
Bill Hoffman  
Dave Edwards

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

- A) **MOTION: TRUSTEE TODD MOVED TO APPROVE THE CONSENT AGENDA INCLUDING THE MINUTES FROM NOVEMBER 6, DECEMBER 4, DECEMBER 14, 2018 AND FEBRUARY 5 AND FEBRUARY 15, 2019 AND EXPENDITURES FROM FEBRUARY 2019; SECONDED BY TRUSTEE MELNIKOFF.**

#### **Vote Results:**

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

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

### **VI. Liquor License Hearing for Main Street Liquors - NC2CO, LLC**

- A) **MOTION: TRUSTEE WHITE MOVED TO APPROVE THE LIQUOR LICENSE FOR MAIN STREET LIQUOR - NC2CO, LLC; SECONDED BY TRUSTEE TODD.**

**Vote Results:**

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

**VII. Authorization to submit Administrative Grant for Phase 2 Downtown—  
Engineering.**

**A) MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE  
AUTHORIZATION FOR THE MAYOR TO SIGN THE ADMINISTRATIVE  
GRANT REQUEST LETTER; SECONDED BY TRUSTEE MELNIKOFF**

**Vote Results:**

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

**VIII. Contract Approval: Fowler Concrete Construction, Inc. for concrete walkway at  
Bridge on Main Street--Phase 1 Downtown Improvements.**

**A) MOTION: TRUSTEE TODD MOVED TO AUTHORIZE FOR THE  
MAYOR TO SIGN CONTRACT WITH FOWLER CONCRETE  
CONSTRUCTION; SECONDED BY TRUSTEE WHITE.**

**Vote Results:**

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

**IX. CML Summer Conference**

- a) Discussion of Agenda for the 2019 CML Conference. Clerk/Treasurer Melonie Matarozzo will be attending. Mayor Lew Evans, Trustee Melnikoff, White and/or Todd will be attending.

**X. CCCMA Conference Report Back**

- a) Administrator Casselberry and Clerk/Treasurer Matarozzo gave a brief report on their experience at the CCCMA Conference.

**XI. Discussion Regarding Purchase of Storage Container**

- a) Town staff is asking to purchase a 40' Conex storage unit to help with the clean up and reorganization of the Public Works building. The Board of Trustees approved the purchase.

**XII. Trustee (Informational and/or items for future agenda)**

- a) Trustee Melnikoff presented an email she wrote at the request of AGNC asking for legislators to postpone a vote on SB 19-181
- b) Trustee Todd would like Cell Tower updates added to future Agendas. He would also like an update on the Sign Code status added to future Agenda.
- c) Trustee Appelhanz wanted an update on the Water Meter Installation Project. It was explained that this upgrade will take place later in the summer because we currently have several large projects in the works.

**XIII. Staff Reports**

**XIV. Public Correspondence**

- a) We have been awarded the Capitol Improvement Plant Grant and will add signing the contract to the next Agenda.

**XV. Adjournment**

Mayor Lew Evans adjourned the meeting at 7:13pm.

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Approved

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Attest