

Town of Collbran Board of Trustees

Meeting Minutes

Regular Meeting
June 4, 2019

I. Call to order

Mayor Lew Evans called to order the special meeting of the Town of Collbran Board of Trustees at 6:02pm on June 4, 2019 at Collbran Town Hall.

II. Pledge of Allegiance

III. Roll call

Present: Trustees Appelhanz, Melnikoff, White and Mayor Evans.

IV. Consent Agenda

- a) **MOTION: TRUSTEE WHITE MOTIONED TO APPROVE THE CONSENT AGENDA CONSISTING OF THE MINUTES FOR APRIL 2, 2019 AND MAY 7, 2019 AND MAY 2019 EXPENDITURES.**

Vote Results:

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

Nays: None

Motion Carried

V. Persons Present Not On Agenda

VI. Special Events Permit Application for The Collbran Café During PV Heritage Days Celebration

- a) **MOTION: TRUSTEE MELNIKOFF MOTIONED TO APPROVE THE SPECIAL EVENTS PERMIT DURING PLATEAU VALLEY HERITAGE DAYS JULY 3RD, 2019 DURING THE STREET DANCE; SECONDED BY TRUSTEE WHITE**

Vote Results:

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

Nays: None

Motion Carried

VII. Mesa County ROW Request

- a) Mesa County Road and Bridge is working on Buzzard Creek Roadway. They are asking for a Right Of Way area on Buzzard Creek.
- b) **MOTION: TRUSTEE APPELHANZ MOTIONED TO APPROVE THE RIGHT OF WAY CONTRACT WITH MESA COUNTY AND GRANT APPROVAL FOR MANAGER CASSELBERRY TO SIGN THE CONTRACT; SECONDED BY TRUSTEE MELNIKOFF**

Vote Results:

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

VIII. Ordinance No. 5 Series 2019 – Approval of Right of Way Agreement with Mesa County

- a) **MOTION: TRUSTEE APPELHANZ MADE A MOTION TO APPROVE ORDINANCE NO. 5 SERIES 2019 – CONVEYANCE OF RIGHT OF WAY IN LIEU OF CONDEMNATION; SECONDED BY TRUSTEE WHITE**

Vote Results:

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

IX. Resolution No. Series 2019 – Approval of Submittal of GOCO Grant Application Regarding the Trail from Town of Collbran to the School.

- a) **MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE RESOLUTION NO. 3, SERIES 2019; TRUSTEE MELNIKOFF SECONDED.**

Vote Results:

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

X. Contract with SGM for Capital Improvement Plan & Asset Inventory

- a) **MOTION: TRUSTEE WHITE MADE A MOTION TO APPROVE THE CONTRACT AND APPROVAL FOR MANAGER CASSELBERRY TO SIGN THE CONTRACT WITH SGM FOR THE CAPITAOL IMPROVEMENT PLAN AND ASSET INVENTORY; SECONDED BY TRUSTEE APPELHANZ**

Vote Results:

Ayes: Trustees Appelhanz, White and Mayor Evans.

Nays: None

Motion Carried

XI. Purchase of Neptune Radio Readers for Water Meters

- a) **MOTION: TRUSTEE APPELHANZ MOTIONED TO WAIVE THE REQUIREMENTS OF THE TOWN OF COLLBRAN PROCUREMENT CODE WHICH REQUIRE COMPETITIVE BIDS FOR CAPITAL EQUIPMENT GREATER THAN \$20,000 AND ALLOW SOLE-SOURCE PURCHASE OF NEPTUNE RADIO READERS FROM CORE AND MAIN IN AN AMOUNT NOT TO EXCEED \$80,000. WAIVER IS BEING REQUESTED AS BEING IN THE BEST INTEREST OF THE TOWN SINCE THE NEPTUNE METERS WILL ALLOW US TO CONTINUE TO USE OUR CURRENT SYSTEM DURING THE INSTALLATION; SECONDED BY TRUSTEE MELNIKOFF**

Vote Results:

Ayes: Trustees Appelhanz, White and Mayor Evans.

Nays: None

Motion Carried

XII. Update from Matt Grugan with Vertical Bridge

- a) T-Mobile is up and running from the current tower with improvements expected in June or July. There is not a time estimate of when the branches will be removed.

XIII. Clarification on Main Street Events

- a) It has come to our attention that we have some miscommunication with our downtown businesses. We would just like to clarify that our downtown events will NOT be moved off of Main Street.

XIV. 4th of July Fireworks Discussion

- a) Our long-standing contract with our Fireworks provider was not renewed by the provider and at this late date we do not have an option for fireworks. We have cancelled the Fireworks Display for the 4th of July. We are looking into other options in the upcoming years, such as working with our local fire department to become licensed in this field. This will be an ongoing situation and staff will keep the BOT updated on any new developments.

XV. Discussion/Letter of Support for Collbran Job Corps.

- a) Trustee Melnikoff has asked the staff to write a letter of support for the Collbran Job Corps. Staff was directed to write the letter.

XVI. Discussion/Letter of Support regarding Study of Bridges on Hwy 330

- a) Trustee Todd and Karla Distel are asking for the Town to support the further study of the V Road Bridge on Hwy 330. Staff was directed to write a letter of support.

XVII. Filing an extension for the 2018 Financial Audit

- a) **TRUSTEE APPELHANZ MOVED TO APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE EXTENSION REQUEST OF THE 2018 FINANCIAL AUDIT; SECONDED BY TRUSTEE WHITE**

Vote Results:

Ayes: Trustees Appelhanz, White and Mayor Evans.

Nays: None

Motion Carried

XVIII. Trustee Informational Comments

- a) Trustee Melnikoff asked if we can look into “budget billing” for our utility customers. Concern for Melonie’s hours, working over 40 hours every week and we should be looking at getting the front desk position up to speed. At this time staff does not recommend hiring more employees. Also

a suggestion of changing or adjusting office hours to allow more uninterrupted work time.

XIX. Adjournment

Mayor Lew Evans adjourned the meeting at 7:52pm.

Approved

Attest