

**Collbran Board of Trustees Meeting Minutes**  
**Tuesday, January 3, 2017**  
**Regular Meeting**  
**7:00 PM Collbran Town Hall**

Mayor Sturm called the Regular Meeting of January 3, 2017 of the Collbran Board of Trustees to order at 7:02pm. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Trustees Schowalter, P. Sturm, Evans, and Mayor V. Sturm.

**ABSENT:** Trustee Shrope.

**OTHERS PRESENT:** Administrator Farrar, Town Clerk/Treasurer Phillips, Marshal Appelhanz, Gene Stricklan, Tom Rau, Tilda Evans, Dave Edwards, and Bill Hoffman.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Evans moved to approve the Minutes from the Regular Meeting of December 6, 2016; seconded by Trustee Schowalter.

**ROLL CALL VOTE:** 4 Yes votes – P. Sturm, Evans, Schowalter, and V. Sturm. 0 No votes.  
**Motion passed.**

**PERSONS PRESENT NOT ON AGENDA**

Gene Stricklan approached the dais. He informed the Board that he and Tom Rau will be stopping recycling services at the facility near the Fairgrounds. He said people are using it for household trash. He mentioned that he called Monument Waste Services and they told him it would cost \$250 + \$80 for their services to handle the recyclables. Admin. Farrar discussed issues related to recycling and mentioned experience with the Carbondale recycle center. He noted that unmanned facilities typically get contaminated with nonrecyclable materials. He asked about Mesa County dump days and recycling. Mr. Stricklan mentioned that he and Tom Rau terminated their work at the facility yesterday. He wanted to give the Town a heads-up before materials start piling up at the recycle center site. Mr. Rau said he would do an article in the P.V. Times to get the word out. The Board and Admin. Farrar thanked them for their years of service.

**PROPOSED CHANGE OF MARCH AND JULY 2017 REGULAR TRUSTEE MEETING DATE**

Admin. Farrar mentioned that Trustee Schowalter had a scheduling conflict for the first Tuesday of March. The Board agreed that the second Tuesday in March (March 14) would be a good alternative. The first Tuesday in July will be on the 4<sup>th</sup>, so the Board decided to have the Regular Meeting on July 11. Trustee Evans mentioned that he will not be available for the first Tuesday in August. The Board agreed to meet on the second Tuesday of August (August 8).

**MOTION:** Trustee Evans moved to change the Board of Trustees Regular Meeting dates in March, July, and August of 2017 to the second Tuesday of the month; being March 14, July 11, and August 8; seconded by Trustee P. Sturm.

**ROLL CALL VOTE:** 4 Yes votes – Evans, Schowalter, P. Sturm, and V. Sturm. 0 No votes.  
**Motion passed.**

**RESOLUTION NO. 1, SERIES 2017 – A RESOLUTION OF THE TOWN OF COLLBRAN, COLORADO, ESTABLISHING THE TIME AND DATE FOR THE REGULAR MEETINGS OF THE BOARD OF TRUSTEES AND THE OFFICIAL POSTING PLACE FOR TOWN NOTICES**

Admin. Farrar explained that the resolution identifies the official posting place for the Town is the bulletin board outside Town Hall. This is the same site that is been used in previous years and it allows good public access whether Town Hall is open or closed.

**MOTION: Trustee Schowalter moved to approve Resolution No. 1, Series 2017, which will state that the Regular Meetings for the Board of Trustees for 2017 will be the first Tuesday of the month; except March, July, and August, which will be the second Tuesday of the month; seconded by Trustee Evans.**

**ROLL CALL VOTE: 4 Yes votes – Schowalter, P. Sturm, Evans, and V. Sturm. 0 No votes. Motion passed.**

**CONTRACT FOR PROFESSIONAL SERVICES WITH MESA COUNTY FOR BUILDING INSPECTION**

Admin. Farrar explained to the Board that the proposed contract is like that the other municipalities in Mesa County utilize for Mesa County building inspection services. He mentioned that the Town collects its own fees for building permits and zoning compliance certificates, and Mesa County collects their fees on the building permits. It was noted that this contract is like the version the Town has signed in previous years. He said Mesa County does a good job and that the contract is for two years. He explained that it is not cost-effective for a small municipality like Collbran to be able to staff and adequately fund a separate building department, so this is an effective use of shared services.

**MOTION: Trustee P. Sturm moved to approve the contract for professional services with Mesa County for building inspection as presented; seconded by Trustee Schowalter.**

**ROLL CALL VOTE: 4 Yes votes – P. Sturm, Evans, Schowalter, and V. Sturm. 0 No votes. Motion passed.**

**DISCUSSION ABOUT TRUSTEE SHROPE’S ABSENCE AND DECISION ON STIPEND**

Admin. Farrar explained that this meeting is the third Regular Meeting in a row that Trustee Shrope has missed, along with a Special Meeting, and work sessions without any contact with the Board or staff. He said that Mayor Sturm tried to contact Trustee Shrope, but there was no response. Admin. Farrar said that the municipal code includes procedures to remove a Trustee. He said that it would be better if Trustee Shrope submitted a letter of resignation instead initiating the removal process. Admin. Farrar noted that his Administrator Memo in the Board’s packet detailed the different options. Trustee Schowalter asked that the staff mail a certified return receipt letter to Trustee Shrope stating that the Board will vote on removal of him from office at the February 7 Regular Meeting. The consensus of the Board was to pay Trustee Shrope only a stipend for October 2016, which was the only meeting in the fourth quarter that he attended. Dave Edwards, mayor pro-tem of Palisade, said that they have a rule that allows removal of an elected official for missing three meetings.

**TRUSTEE COMMENTS**

No comments were made.

## **STAFF REPORTS**

### **Town Administrator**

Admin. Farrar updated the Board on the Ranch Domestic water system discussions. He said that he and the Mayor had a phone conversation with Laramie-Energy representative Jim Hoenstein on this topic. Admin. Farrar reminded the Board that Ranch domestic approached the Town for water service. He explained that the original request was for water to serve the existing 24 homes, but Laramie inquired about an additional 22 taps to serve the vacant lots that they own. He noted that the primary concern for Collbran was availability of additional taps to serve the properties in question. Discussions to date have focused on completion of an engineering analysis of the remaining capacity on the Town system. This study would be funded by an entity other than the Town of Collbran. Admin. Farrar suggested the use of Town water should only be in-house, and not outside irrigation. Admin. Farrar said that Town Water Operator Tom Kachin speculated that it may be most cost-effective if the lot/homeowners put in their own water system. He explained that tap charges would be assessed as well as water rights dedications and/or fees as part of this project. Mayor V. Sturm and Trustee Evans noted that they wanted to work with Laramie Energy to solve this problem. He said that the Ranch Domestic water system was approved in the 1970s and the water system was not installed properly.

On another note, Admin. Farrar said that the Town was awarded \$150,000 of the \$200,000 requested for the Colorado DOLA grant for downtown improvements; he mentioned that the Town also was awarded \$50,000 from Mesa County FML for the same thing. He asked the Board if they wanted to spend the extra \$50,000 on downtown improvements that we were not awarded from DOLA; the Board agreed to spend the extra \$50,000.

Admin. Farrar mentioned that David Ludlam of West Slope Colorado Oil & Gas Association and the energy companies would like pursue a clean-up day in Town. He said that energy companies have done clean-up days in other municipalities; he mentioned that September would be a good time to schedule it. Trustee Evans asked about cleaning more than just downtown Collbran. Mayor V. Sturm mentioned that Highway 330 to the Job Corps needed cleaning as well; Admin. Farrar suggested talking to the State about Highway 330. Admin. Farrar said he would inform Mr. Ludlam to pursue a clean-up day for the Town.

### **Town Marshal**

Marshal Appelhanz distributed his monthly report to the Board. Trustee Schowalter asked about fireworks; Admin. Farrar mentioned that nothing is scheduled until the 4<sup>th</sup> of July. The Board spoke briefly on the topic. Marshal Appelhanz asked if the Board had any questions. Trustee Schowalter asked about Deputy Marshal Mitchell being parked off the road without parking lights. Marshal Appelhanz explained that he is not required to have them on in that situation. He said that their POST training is done; he said that if some training is not completed by a certain date, the Marshal Department would not be able to attend the training for free. Marshal Appelhanz said that the past month has been business as usual.

## **APPROVE EXPENDITURES**

**MOTION: Trustee P. Sturm moved to approve the expenditures for the Town of Collbran from December 7, 2016 through January 3, 2017; seconded by Trustee Evans.**

**ROLL CALL VOTE: 4 Yes votes – P. Sturm, Evans, Schowalter, and V. Sturm. 0 No votes. Motion passed.**

**ADJOURN**

**MOTION: Trustee Evans moved to adjourn the Town of Collbran Board of Trustees Regular Meeting of January 3, 2017; seconded by Trustee Schowalter.**

**ROLL CALL VOTE: 4 Yes votes – Evans, Schowalter, P. Sturm, and V. Sturm. 0 No votes. Motion passed.**

The Regular Meeting adjourned at 7:50pm.

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Approved

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Attest