

Collbran Board of Trustees Meeting Minutes
Tuesday, February 6, 2018
Regular Meeting
7:00 PM Collbran Town Hall

Mayor V. Sturm called the Regular Meeting of February 6, 2018 of the Collbran Board of Trustees to order at 7:08pm. The Pledge of Allegiance was recited.

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

ABSENT: Trustee Pell.

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

APPROVAL OF MINUTES

MOTION: Trustee Evans moved to approve the Minutes from the Regular Meeting of January 2, 2018; seconded by Trustee P. Sturm.

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

MOTION: Trustee P. Sturm moved to approve the Minutes from the Special Meeting of January 30, 2018; seconded by Trustee Schowalter.

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

PERSONS PRESENT NOT ON AGENDA

No one came forward.

CONSIDERATION OF AWARD OF MUNICIPAL AUDIT SERVICES TO JEFF WENDLAND, CPA

Admin. Farrar mentioned that Jeff Wendland has performed the municipal audit for the Town for a number of years. He said he solicited proposals on the Town audit a little over a year ago, and Mr. Wendland was the only respondent. He noted that the Board and staff are happy with Mr. Wendland's services, so staff recommends that the Board engage him for Town's audit for fiscal year 2017.

MOTION: Trustee Evans moved to approve the award of municipal audit services for the Town of Collbran for fiscal year 2017 to Jeff Wendland, CPA, LLC; seconded by Trustee P. Sturm.

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

CONTINUED DISCUSSION OF EMPLOYEE HANDBOOK AND POSSIBLE DECISION

Admin. Farrar mentioned that he and the Board spent some time at the work session prior to the Meeting reviewing the Town of Collbran Employee Handbook. He highlighted the items that the Board may give favorable consideration to adopting after consultation with the Town Attorney. He suggested that the Board consider a special meeting prior to April when there will be a change in the Board. He noted that the Board has the option of taking no action and allowing a future Board to adopt Handbook changes, but that would result in starting the process all over again. Mayor V. Sturm said that the Board has waited long enough in making changes to the Handbook. Trustee Schowalter proposed a work session before the March 6 Regular Meeting so it can be considered at the Meeting. She said that because the Board is seeking input from the Town Attorney, it makes sense to hold a work session before the March meeting. Trustee Evans asked about the specific points of clarification. Admin. Farrar explained that the Handbook should include language which exempts the Marshal's Department from certain items and a few other changes. Admin. Farrar said he will review these items with the Attorney in the near future because it is important to ensure that changes to the Handbook are done correctly. Admin. Farrar proposed a Special Meeting on February 20 at 5:30pm to consider the changes to the Handbook. The Board agreed to schedule a Special Meeting on Tuesday, February 20, 2018 at 5:30pm for a discussion and possible decision on the Employee Handbook.

RESOLUTION NO. 2, SERIES 2018 – A RESOLUTION OF THE TOWN OF COLLBRAN, COLORADO, CANCELLING THE REGULAR MUNICIPAL ELECTION ON APRIL 3, 2018 BECAUSE NO BALLOT QUESTIONS WILL BE SUBMITTED TO THE REGISTERED ELECTORS AND NO BOARD SEAT IS CONTESTED

Admin. Farrar explained that this discussion is a follow-up from the Special Meeting on January 30. He said the two potential ballot questions for the April 3, 2018 Regular Municipal election are not pressing. He said the information already assembled about the two questions will still be useful in the future in the event that the election is canceled. He said if the public is not adequately informed about the ballot issues, they would be likely to vote "no". he mentioned if the Board decided to put these questions on a future election, there would be ample opportunity for further discussions with the community. He also said that because there are only two candidates for three open seats on the Board, there is no sense in spending \$5,000 - \$6,000 on an election.

MOTION: Trustee Schowalter moved to approve Resolution No. 2, Series 2018, cancelling the Regular Municipal Election on April 3, 2018 because no ballot questions will be submitted to the registered electors and no Board seat is contested; seconded by Trustee P. Sturm.

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

ORDINANCE NO. 2, SERIES 2018 – AN EMERGENCY ORDINANCE OF THE TOWN OF COLLBRAN, COLORADO, AMENDING SECTIONS 9.03.010 (a) OF THE COLLBRAN MUNICIPAL CODE REGARDING WATER AND SEWER RATES AND FEES

Admin. Farrar explained that Ordinance No. 1, Series 2018 was passed last month to adjust water and sewer rates for inflation, but the Ordinance inadvertently changed the rate tier structure from every 6,000 gallons to every 4,000 gallons. He noted that Ordinance No. 2, Series 2018 corrects this error so the tier structure increment remains at 6,000 gallons.

MOTION: Trustee P. Sturm moved to approve Ordinance No. 2, Series 2018, which amends sections 9.03.010(a) of the Collbran Municipal Code regarding water and sewer rates and fees; seconded by Trustee Evans.

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

TRUSTEE COMMENTS

Trustee Schowalter said she is planning to attend the municipalities' dinner in Fruita on Monday, February 12. Trustee Evans said he also will attend. Mayor V. Sturm and Trustee P. Sturm said they will not be attending. Trustee Evans said the Plateau Valley Historical Preservation Society will be presented an award at a meeting at the Museum of Western Colorado in Grand Junction on March 6. He mentioned a flyer is posted on the bulletin board inside Town Hall. This event is the annual Partner in Heritage Award, recognizing distinguished efforts of an individual, group or organization in the preservation of Mesa County's heritage. The 6th Annual Heritage Awards is from 5:30pm – 8pm on Tuesday, March 6 at the Whitman Educational Center.

STAFF REPORTS

Town Administrator

Admin. Farrar reviewed workload in the Marshal's Office. He said Marshal Appelhanz is down a deputy. He noted that a prior Board asked Marshal Appelhanz to track his overtime, but as an exempt employee, he does not qualify for overtime. He said Marshal Appelhanz has accumulated substantial hours that have accrued over time. He said Marshal Appelhanz approached him about possible compensation for those hours. He said technically, he can take the position that he does not qualify for compensation for those hours. It is reasonable to offer Marshal Appelhanz a bonus for the substantial additional 320 hours, which is worth about \$7,900. Marshal Appelhanz said that this situation should not become the norm; he has been trying to take time off, but he also has substantial work to get done. He mentioned examples of situations that resulted in additional time on the job including the Molina shooting, the Salt Creek landslide, and other incidents. He said he has not accrued vacation time for years because his vacation time is at the maximum. He mentioned he spoke with Admin. Farrar about keeping his comp time under control in the future, even if that means Mesa County would cover weekends or other times when he is not in the office. Trustee Evans said he supports the bonus, and asked the Marshal to minimize additional hours in the future. Marshal Appelhanz reiterated that he will have to rely on Mesa County's assistance to accomplish that goal. Trustee P. Sturm asked if this should be put on a future agenda, or address it now. Admin. Farrar suggested that the Board take action tonight if they are in support. Marshal Appelhanz said that his work hours are documented. Admin. Farrar said that the dollar total for the bonus would be \$7,904.80.

MOTION: Trustee Evans moved to approve a bonus for Marshal Appelhanz for \$7,904.80; seconded by Trustee P. Sturm.

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

Admin. Farrar mentioned that last week he had the privilege of attending the Colorado Communities Symposium in Aurora. He said he applied for and was awarded a scholarship. He mentioned the symposium was organized by the Governor and it focused on making Colorado sustainable environmentally, climatically, on transportation, effective use of water resources, and job creation. He said he attended sessions on water, agriculture, and forestry. He mentioned the symposium was educational and a great opportunity for networking. He noted a contact with the CDOT manager of bike, pedestrian, transportation, and safe routes to schools and she would be a great resource for pedestrian access on Highway 330 to the school. He said there was another presentation by Delta-Montrose Electric

Association (DMEA) about broadband services they now provide in addition to electricity. He mentioned this would be a great model for model Grand Valley Power if they wanted pursue broadband.

Town Marshal

Marshal Appelhanz asked if the Board had any questions on his monthly report. He reviewed the presentation by the I Love U Guys Foundation that he and staff from P.V. School attended in DeBeque. He mentioned the foundation was started after the shooting in Bailey, Colorado. He said the foundation established a set of response protocols for schools with an active shooter or a threat, that is needed in schools. He mentioned he would like to implement the protocols in the Town, the Job Corps, and the P.V. Medical Clinic.

Marshal Appelhanz said he attended an EMS conference last month with StopTheBleed.org. He mentioned there is a push to make Colorado one of the first states in the nation to train people to stop the bleeding from trauma. He said traumatic bleeding is one of the leading causes of death, and can be prevented. He mentioned the vendor from UC Health is willing to come to Collbran and certify Town staff or others in these techniques.

Marshal Appelhanz said that the Molina shooting trial was declared a mistrial and is rescheduled for March. He noted that line of duty deaths in 2018 is already nine. He mentioned Deputy Marshal Micah Flick of El Paso County Sheriff's Department was killed yesterday.

Marshal Appelhanz said he received a check from the Asset Forfeiture Board in the amount of **\$5,642.76** for reimbursement of equipment. He mentioned he plans to pursue more asset forfeiture funds for equipment. He said Colorado passed a law that restricts the value of seized property to amounts above \$50,000; amounts less than that will have to be returned to the individual.

APPROVE EXPENDITURES

MOTION: Trustee Evans moved to approve the expenditures for the Town of Collbran from January 3, 2018 through February 6, 2018; seconded by Trustee P. Sturm.

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

ADJOURN

MOTION: Trustee P. Sturm moved to adjourn the Town of Collbran Board of Trustees Regular Meeting of February 6, 2018; seconded by Trustee Evans.

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

The Regular Meeting of February 6, 2018 adjourned at 7:54pm.

Approved

Attest