

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

Mayor V. Sturm called the Regular Meeting of March 6, 2018 of the Collbran Board of Trustees to order at 7:00pm. 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, Tom Kachin, Chris Clark, Matt Grugan, Tilda Evans, Margaret Eversole, Debbie Terwedo, Mark Sullivant Jeanette Sulivant, and Tom Cox.

APPROVAL OF MINUTES

MOTION: Trustee Evans moved to approve the Minutes from the Regular Meeting of 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.

MOTION: Trustee P. Sturm moved to approve the Minutes from the Special Meeting of February 20, 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

Mark Sullivant said he was attending the meeting because he received a certified letter about the proposed cell tower. Admin. Farrar explained that Vertical Bridge made application for a special use permit for a cell tower. Mr. Sullivant went on to discuss the recent meeting about road improvements on Kimball and Buzzard Creek. He said it is a waste of taxpayer dollars. He added that we are in a severe drought and twelve years ago, the Town created a Source Water Protection Plan. He said that dollars should be redirected toward protecting the Town's water sources. Admin. Farrar explained that the road improvements are a Mesa County project. Mr. Sullivant said that at the recent meeting on the road improvements he asked why Buzzard Creek road improvements were not discussed and that he was told Schmueser Gordon Meyer (SGM) was working on the Kimball Creek portion of the project and not Buzzard Creek. Admin. Farrar confirmed that SGM is the engineer on Kimball Creek Road improvements and a separate company is the engineer on the Buzzard Creek improvements. Admin. Farrar explained that the proposed cell tower is in Town limits and the applicant mailed notice and posted the property but was not able to get public notice in the newspaper, so the public hearing will be held at the April 10 Regular Meeting. Mr. Sullivant inquired about money available to bring fiber optics into the area for better broadband service. Admin. Farrar said that some efforts are underway to pursue improved broadband service in the area, but money is scarce. Mr. Sullivant again asked about the cell tower and Admin. Farrar said the topic would be discussed later on the agenda. Mr. Sullivant told the Board that

Collbran has an ordinance prohibiting overhead power lines. He expressed concern that the Town was considering a cell tower but does not allow overhead power lines.

LARAMIE ENERGY UPDATE – Chris Clark

Chris Clark of Laramie Energy gave the Board an update on their activities and noted that they have two rigs drilling east of Town; they will be drilling for about sixty days. He discussed their efforts to complete wells, and Laramie would have two rigs in the area for the balance of the year. He noted that Laramie would be moving one rig through Town in May to a location north of DeBeque. He said there are a few old wells to drill, one on Hawxhurst Ranch (five to ten-day project) and another one on Hightower Road. He said that construction this year is expected to be less than last year. He noted they worked with Marshal Appelhanz on speeding through Town. Mr. Clark said they recently purchased part of Black Hills Production (different from Black Hills Energy). Admin. Farrar asked how many rigs were in Mesa County, and Mr. Clark said two were from Laramie Energy. He explained that the Piceance Basin has seven. He asked if there were questions. Admin. Farrar said that in the spring, the Town will be pouring the rest of the concrete on Main Street, and coordination with Laramie Energy will be important. Mr. Clark said they plan to move a rig through Town around May 10 (+- five days). He said the day-to-day truck traffic (gravel and water trucks) should slow in the second half of the year. He mentioned the rig and the compressor move are the only significant events planned this year through Town. He said after the first of April, they will have a better idea about the schedule ahead. Mayor V. Sturm congratulated Mr. Clark's selection as president of the West Slope Colorado Oil and Gas Association (WSCOGA).

PRESENTATION ON CROSS CONNECTION CONTROL AND STATUS UPDATE – Tom Kachin

Tom Kachin, Town Water/Wastewater Operator, explained that CDPHE has implemented an updated and expanded cross connection control/backflow prevention requirement. Admin. Farrar presented slides on Cross Connection Control. He said backflow prevention is one aspect of an overall cross connection control. Discussion took place about the elements of a cross connection control program and implications for the Town residents and the Trustees. Admin. Farrar said Collbran requires new construction to install backflow preventers by ordinance. Mr. Kachin outlined the steps in putting together the cross connection control/backflow prevention program. He said these include completing an inventory structures on the water system and developing an action plan. It was noted that single-family homes are not required to install backflow preventers, although it is a good idea. He mentioned a survey will be delivered to all residents, and based upon that information the Town would proceed with an overall cross connection control program. Admin. Farrar mentioned that all commercial businesses, all multi-family units, including Collbran Job Corps and Plateau Valley Clinic must be in compliance. He said the Town will have to physically inspect the properties that do not respond to the survey to determine the level of exposure. He mentioned Collbran will maintain an inventory of the properties that need backflow preventers, those who have installed them, including records of annual testing. Mr. Kachin said the State is allowing phased-in compliance. He mentioned this year 60% compliance is required for those locations that need backflow prevention devices; 2020 is the 100% compliance date. He noted that the Trustees may be approached about this requirement and he wanted to be sure that they were informed. He said it is important to note that this requirement came from the EPA, then to the Colorado Department of Public Health, and then to the Town. He said if there are any questions from the people of the Town, they could be directed to him. Admin. Farrar mentioned that if enough people are interested about cross connection requirements, a community work session could be scheduled.

REVIEW AND DISCUSSION ABOUT DRAFT SITE LEASE AGREEMENT FOR T-MOBILE TOWER ON GANDI PARK

Matt Grugan from Vertical Bridge explained that T-Mobile hired him to find the 250 most convenient sites across the United States for cell tower sites to bolster coverage; 35 of the sites are in Colorado. Admin. Farrar noted that the existing 911 communications tower in Town went through a special use permit process. He said concerns for that tower included visual impact and the Town approval include a condition that the tower and all attachments have a non-reflective dull finish. He mentioned the Kimball Creek tower outside Town that Mesa County approved, included a condition requiring a similar non-reflective finish to reduce visual impact. He said the two existing towers are lattice designs and the proposed tower is proposed to be a mono-pole in Gandi Park. He mentioned the focus is to discuss the draft option and lease agreement to receive direction from the Board on any details/concerns. He said one issue is the amount of monthly rent; Vertical Bridge is proposing to pay \$1,500 per month. He explained that if the Board did not approve the tower, it is likely that the applicant would pursue a site outside Town limits. Mr. Grugan said that they are requesting a 120-foot tower with a 10' lightning rod on top. He stated that data capacity is more important these days than cell coverage. He mentioned the tower will be designed for three additional carriers plus room for Town equipment at no additional charge. Admin. Farrar said he has heard tower space lease rent amounts from the Roaring Fork Valley of approximately \$2,500 per month. He said the option and lease agreement includes a bond for \$20,000 for tower removal in the event that Vertical Bridge does not remove the tower at the end of the lease. He mentioned the lease agreement should also include a CPI adjuster for inflation. He said Town Attorney Neu will attend the special use hearing on April 10. Trustee P. Sturm asked if the injury/property damage insurance amount in the agreement was sufficient. Admin. Farrar said the Governmental Immunity Act limits would determine the minimum insurance amounts. He mentioned he will contact CIRSA and/or the Town Attorney to ensure the amounts are adequate. He said Vertical Bridge is asking for a 50-year lease, but the Town is recommending 25 years with 5-year renewable provisions. Mr. Grugan explained that it takes 12-17 years to recoup the cost of the tower, and their insurance carrier will not insure if the agreement is less than 23 years. He said Vertical Bridge's business is building and operating towers. He mentioned the Town would deal with Vertical Bridge, not T-Mobile regarding the tower. He said a Vertical Bridge representative would visit the tower every six weeks to do routine maintenance, and they would designate a point-of-contact for the Town. He mentioned the proposed site for the tower is Gandi Park at a location just south of the water tank. Admin. Farrar said that Brainstorm Internet and Optimus Communications also have smaller towers and equipment in the park. Mark Sullivant, a nearby property owner, said the tower would be an eye sore from his property. He told the Board that the Town has an ordinance that prohibits overhead power lines, and it does not make sense for Collbran to allow a tower. Mr. Grugan thanked the Board and said he will be here at the hearing on April 10 along with an associate. Mr. Sullivant asked why the Town would consider a tower on Gandi Park when they objected to the one that was built on Kimball Creek. Admin. Farrar said that the Board would discuss the Gandi Park cell tower application at the April 10 public hearing. Margaret Eversole mentioned she researched monthly lease amounts for cell towers and the \$1,500 being proposed by Vertical Bridge is low.

AGREEMENT REGARDING THE PROVISION OF ANIMAL SERVICES FOR 2018 – Mesa County

Admin. Farrar explained that the agreement with Mesa County for animal services is their annual agreement. Marshal Appelhanz said that the County charges the Town when we use their services, so we minimize use.

MOTION: Trustee Evans moved to approve the Agreement Regarding the Provision of Animal Services for 2018 between Mesa County and Town of Collbran; seconded by Trustee P. Sturm.

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

DISCUSSION ABOUT HIRING NEW TOWN ADMINISTRATOR

Admin. Farrar said that he plans to retire as Town Administrator at the end of May/first part of June when the Downtown Improvements Project is complete. He noted that Rifle and Basalt used a head-hunter in their manager search, but that is expensive and Collbran should not need to do that. He asked the Board to think about what they are looking for in a manager. He said there has been some interest in the position, and that he could direct mail to possible candidates that might be looking for a part-time administrator position. He said that he welcomes feedback from the Board. Trustee Evans said that he supports sending letters to prospective candidates with a description of the job, salary range, and hours. Admin. Farrar said the letter will be delivered to the Board for feedback before it is sent.

REVIEW AND DIRECTION ON PUBLIC NOTICES WITH CHANGE IN DAILY SENTINEL CIRCULATION

Admin. Farrar informed the Board that The Grand Junction Daily Sentinel no longer delivers to Collbran. He said it is available online. He mentioned Town Attorney Jim Neu said that under the circumstances, Collbran could pass a resolution that identifies three posting places in Town per posting official notices. Trustee Schowalter asked if the Plateau Valley Times was an option, but Admin. Farrar it was not a newspaper of general circulation in compliance with the State statute. He said the Town will continue to post items on the Town website, but this is a courtesy only because it does not meet the legal notice requirements. He mentioned Collbran can continue putting all notices except ordinances in The Daily Sentinel, post ordinances on the three designated posting places around Town, and meet legal requirements for public notice and posting. Trustee Schowalter said she would prefer to avoid the cost of publication in the Daily Sentinel. Admin. Farrar said staff will continue to investigate this situation and bring information on this topic to the April Regular Meeting.

ARENA ADVISORY COMMITTEE MINUTES

The Board had no questions pertaining to the Arena Advisory Committee Meeting Minutes from February.

TRUSTEE COMMENTS

The Board had no comments.

STAFF REPORTS

Town Administrator

Admin. Farrar noted that Mr. Sullivant appeared to have inaccurate information from the County presentation about the Kimball Creek and Buzzard Creek road improvements because it appeared that he thought it was a Town project based upon his presentation. Admin. Farrar said the County would be approaching the Town in the near future to request construction and permanent easements as part of this County road construction project.

Admin. Farrar reminded the Trustees about the CML Elected Officials training on March 21 in Denver.

Admin. Farrar advised the Board that local rancher Kent Hill discussed moving his irrigation splitter about 12 feet upstream from its current location on the Hoosier Ditch. He mentioned NRCS would do all of the designing and engineering. He said that, if this project moves forward, he would require repair and successful revegetation of any damaged Town property be maintained in a weed-free condition.

It was noted that Trustee Pell has not attended a Board meeting since January 2. Admin. Farrar mentioned that the Board can decide to deny a member his/her stipend if he/she has unexcused absences. He said the Board also has had some special meetings and work sessions during that time that Trustee Pell did not attend. Trustee P. Sturm asked if he notified anyone that he would not attend any of the Board functions; Admin. Farrar said that he had not.

MOTION: Trustee P. Sturm moved to deny Trustee Pell his monthly stipend for the meetings he has missed; seconded by Trustee Schowalter.

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

Town Marshal

Marshal Appelhanz distributed his monthly report to the Board. He said that the new Dodge Durango is ready and will be picked up soon. He mentioned he will strip down two of the other patrol vehicles, and then outfit the new vehicle. He said there have been a few inquiries about the deputy marshal position. He mentioned one individual was scheduled for an interview, but cancelled at the last minute. He said the P.V. School has approved an office space for him so he will have a presence at the school campus; he is working on that arrangement. He said he also received an inquiry about the deputy position from a former law enforcement person that lives in Mesa. He mentioned that Mesa County has been assisting the Collbran Marshal's Office recently.

APPROVE EXPENDITURES

MOTION: Trustee Evans moved to approve the expenditures for the Town of Collbran from February 7, 2018 through March 6, 2018; seconded by Trustee P. Sturm.

ROLL CALL VOTE: 4 Yes votes – Schowalter, Evans, P. Sturm, 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 March 6, 2018; seconded by Trustee P. Sturm.

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

The Regular Meeting of March 6, 2018 adjourned at 8:51pm.

Approved

Attest