

Collbran Board of Trustees Meeting Minutes
Tuesday, July 5, 2016
Regular Meeting
7:00 PM Collbran Town Hall

Mayor Sturm called the Regular Meeting of July 5, 2016 of the Collbran Board of Trustees to order at 7:07pm. The Pledge of Allegiance was recited.

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

ABSENT: none

OTHERS PRESENT: Administrator Farrar, Town Clerk/Treasurer Phillips, Marshal Appelhanz, Bill Fletcher, Tilda Evans, Fran McKenzie, and Margaret Eversole.

APPROVAL OF MINUTES

MOTION: Trustee Schowalter moved to approve the Minutes from the Regular Meeting on June 7, 2016; seconded by Trustee Evans.

ROLL CALL VOTE: 5 Yes votes – Shrope, P. Sturm, Schowalter, Evans, and V. Sturm. 0 No votes. Motion passed.

PERSONS PRESENT NOT ON AGENDA

Bill Fletcher approached the dais. He mentioned that a panel melted at the Collbran Arena. He said that he installed a new one on July 3rd. He reviewed the problems with the existing system. He urged the Town to make upgrade of the system a top priority. He recommended shutting off the electricity to the lights to prevent use. Admin. Farrar said that he met with Mr. Fletcher and Public Works about this topic. He was informed that there were no more events this season that require lights; he said access to the lights would be locked so they cannot be used. Mr. Fletcher noted that the lights in the concession stand are separate and they will not be affected. Admin. Farrar mentioned that the rain on Friday, July 1 was a contributing factor. Admin. Farrar recommended to the Trustees that the lights at the Arena not be used the rest of the year and budget dollars for upgrades next year. He mentioned that lights and an electrical system upgrade are included in the upcoming resubmittal of the Great Outdoors Colorado (GOCO) grant application. The Board of Trustees and Admin Farrar thanked Mr. Fletcher for saving the day at the Heritage Day Rodeo with his prompt repair of the system on the weekend.

TOWN FINANCIALS THROUGH MAY 2016

Town Clerk/Treasurer Phillips asked the Board if they had any specific questions or concerns about the financial statements. He noted that he included a page in the back of the financials that showed the corrected total of interest income through the first quarter. Admin. Farrar said that the half-year report is more valuable than earlier ones because the lag in revenue makes it look like we are spending more than we are taking in. He explained if staff identifies any financial concerns, the Board would be notified before the end of the third quarter. Clerk/Treasurer Phillips said that the report presented is through May; even though there are five months of expenditures on the report, there are only four months of county tax reflected in the report because of the delay in receiving the tax. This lag always makes it look like we have spent more than we have received for most of the year. He said that only three months of town tax are shown on the report. Admin. Farrar mentioned that the financials on the agenda are informational and

if the Trustees wanted to go over the details in a work session, he would make those arrangements. Mayor V. Sturm asked about lift station fees listed in the Sewer Fund. Clerk/Treasurer Phillips said that the fees for repairs are part of the negotiated sewer agreement with Plateau Valley School years ago. He said that there is a fee formula based upon school reported monthly water consumption. There is a gallon threshold in the agreement of which the Town accounts for school revenues under lift station fees instead of monthly user fees even though the monthly payment is the same. He stated that lift station fees are supposed to help pay for lift station maintenance. Admin. Farrar proposed meeting with School Superintendent Greg Randall and school board representatives before Mr. Randall retires. The conversation will focus on the future of the lift station and equitable distribution of costs because the school is the primary beneficiary. Presently, Collbran has a huge liability for the lift station and that it is an inequitable condition. Mr. Farrar said replacement of the lift station pumps is in the range of \$50K to \$60K. It would not be fair to ask the Town residents to pay that cost. He mentioned that the sewer rate the school pays and the requirement to annex was approved as part of a legal settlement with the School District years ago.

DISCUSSION ABOUT PROPOSED CHANGES TO EMPLOYEE HANDBOOK

Admin. Farrar mentioned that former Mayor Jones wanted the Employee Handbook updated. He noted that the proposed changes are shown in red font. He also mentioned that he sent the suggested changes to the Town Attorney for review. He said staff will meet again to discuss the changes. Admin. Farrar said that the Employee Handbook was adopted at the beginning of the economic downturn, which was a different economic time.

TRUSTEE COMMENTS

Trustee Schowalter mentioned that the Heritage Days weekend's festivities and the car show was excellent; Trustee Shrope agreed. Trustee Evans said that it would be nice if the fireworks were set off at Gandhi Park. He also mentioned that a lot of people worked together this weekend and he expects more people to attend next year. Admin. Farrar suggested that a critique with all key parties would be good to have each year after the events are over. Trustee Evans suggested having two-way radio communications between the announcer and the parade coordinator. Trustee Shrope said that folks told him the fireworks and parade this year were the best ever. He noted that the rodeo seemed rushed. Bill Fletcher explained that Sunday night they wrapped up quickly because of the electrical problems. Trustee Shrope said that the firemen's breakfast was good and last year's problems were remedied.

Trustee P. Sturm brought up the Fugitive Game on Friday and said she thought it was supposed to end at 9pm, but there were kids running through her yard around 11pm – 11:30pm. Mayor V. Sturm said that it the event ran too late. He said that two older males ran across his deck and that was unacceptable. Marshal Appelhanz said that some people were not a part of the game; they were intoxicated and running around. He mentioned that he was not sure how the game could be stopped constitutionally, but the trespassing could be enforced. He also said that if no one calls about trespassing, he could not do anything. Marshal Appelhanz said that Colton Walker (organizer of the Fugitive Game) should talk with Town Hall to address these issues. On another topic, Mayor V. Sturm brought up the issue of trash stored in long-term in trailers in Town; he said it attracts bears. He recommended that the Town require weekly trash disposal. Admin. Farrar mentioned that he would review the Town Code for relevant language.

STAFF REPORTS

Town Administrator

Admin. Farrar discussed the Colorado Municipal League (CML) Annual Conference that he attended this past month; he encouraged the Trustees to attend next year even if it is for just one day; he said the 2017 CML conference will be in Breckenridge. He echoed the very positive comments about Heritage Days.

Town Marshal

Marshal Appelhanz passed out the June Marshal Report to the Board. He mentioned that he attended tourniquet training in Vail; he showed the Board a sealed Trauma Aid Kit. He said that they are somewhat expensive at \$60, but the tourniquet will last forever if it remains vacuum-sealed. He said that he and Deputy Marshal Mitchell each keep one available for emergencies. Marshal Appelhanz mentioned another training in Rifle last month. Admin. Farrar asked if Marshal could prepare a quarterly and half-year summary report for the August meeting. Marshal Appelhanz said that he did not spend much time at the rodeo this year. Admin. Farrar mentioned that Bill Wallace contacted him about “No Parking” signs at the Fairgrounds by the recycle trailer; he had also told him that he wanted handicap parking. Trustee Schowalter said that there was an attendant on-site dealing with handicap parking. He mentioned that during the oil boom years ago, there were many fights, but things have settled down since then. Trustee Schowalter said she was asked about Town policy for sale of surplus Town vehicles. Trustee Shrope mentioned that there have been people speeding by his business.

APPROVE EXPENDITURES

Mayor V. Sturm asked the Board if they had any questions on the expenditures.

MOTION: Trustee Evans moved to approve the expenditures for the Town of Collbran from June 8, 2016 through July 5, 2016; seconded by Trustee P. Sturm.

ROLL CALL VOTE: 5 Yes votes – Schowalter, Evans, Shrope, P. Sturm, and V. Sturm. 0 No votes.

Motion passed.

Fran McKenzie mentioned that their Hemp on the Slope event at Salt Creek Ranch on July 30 is proceeding as planned. She said that she brought flyers if anyone was interested and offered to answer any questions that the Board might have. She mentioned that they have a website and a Facebook page.

ADJOURN

MOTION: Trustee Evans moved to adjourn the Town of Collbran Board of Trustees Regular Meeting of July 5, 2016; seconded by Trustee P. Sturm.

NON-ROLL CALL VOTE: 5 Yes votes – Evans, Shrope, P. Sturm, Schowalter, and V. Sturm. 0 No votes. Motion passed.

The Regular Meeting adjourned at 8:16pm.

Approved

Attest will