

Collbran Board of Trustees Meeting Minutes
Tuesday, August 2, 2016
Regular Meeting
7:00 PM Collbran Town Hall

Mayor Sturm called the Regular Meeting of August 2, 2016 of the Collbran Board of Trustees to order at 7:05pm. The Pledge of Allegiance was recited.

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

ABSENT: Trustee Evans

OTHERS PRESENT: Administrator Farrar, Town Clerk/Treasurer Phillips, Marshal Appelhanz, Administrative Assistant Melonie Matarozzo, Britney Miller, Sylvia Spangler, Tom Rau, Colton Walter, and Loyal May.

APPROVAL OF MINUTES

MOTION: Trustee P. Sturm moved to approve the Minutes from the Regular Meeting on July 5, 2016; seconded by Trustee Schowalter.

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

PERSONS PRESENT NOT ON AGENDA

Colton Walter approached the dais. He mentioned that there would be another Fugitive Game in Town on Friday, August 5. He asked if the Board had any questions. Mayor Sturm raised a concern about the previous Fugitive Game because there were some people in his yard. Mr. Walter said that the game was already over before the time that people were in his yard. He said that the next game would be a larger event. Admin. Farrar asked Mr. Walter if he could come to Town Hall to talk to our Admin. Asst. Matarozzo to provide more details about the event, so that information could be conveyed to the public and/or staff. Mr. Walter briefly explained the rules of the Fugitive Game. He said the kids' (participants') feedback has been very positive. Admin. Farrar asked Mr. Walter if he could have better communication with staff in the future. Admin. Asst. Matarozzo asked Mr. Walter if paperwork could be completed for their water-ball events at Terrell Park as well; Admin. Farrar concurred.

APPLICATION FOR TEMPORARY PERMIT PENDING TRANSFER OF OWNERSHIP OF A LICENSE TO SELL BEVERAGES CONTAINING ALCOHOL AT RETAIL – TAVERN LIQUOR LICENSE, COLLBRAN CAFÉ – 108 MAIN ST. – Applicant: Britney Miller

Britney Miller told the Board that she recently purchased the café at 108 Main Street, which is now known as Collbran Café. She said she wanted to get approval for a temporary permit to sell alcohol in the bar pending transfer of ownership of the tavern liquor license. Admin. Farrar explained that the temporary permit is similar to the temporary permit the Board granted a few months earlier. Town Clerk/Treasurer Phillips said that the temporary permit allows a smooth transition when a business changes ownership. He mentioned that the September Board of Trustees Regular Meeting would have a hearing for the transfer of ownership of the tavern liquor license; meanwhile the temporary permit will allow Ms. Miller to keep open for business while the liquor license process is occurring. He also said that

all of the required paperwork from Ms. Miller for consideration of a temporary permit has been received. Admin. Farrar said that staff recommends approval of the temporary permit.

MOTION: Trustee Schowalter moved to approve the temporary permit pending transfer of ownership of a license to sell beverages containing alcohol at retail – tavern liquor license for Britney Miller, owner of Collbran Café LLC at 108 Main Street; seconded by Trustee P. Sturm.

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

LARAMIE ENERGY UPDATE – Lorne Prescott

Lorne Prescott mentioned that heavy equipment would be coming through town on August 8; he asked that any concerns or questions be directed to him or Chris Clark. He noted that the Board of Trustees tour of their site is proposed to take place starting at 4:00pm prior to the next Trustee Regular Meeting on September 6. He said the tour would take 30-45 minutes and the trip to the well pad is a 20-25 minute one-way drive. The Board agreed to meet at Town Hall at 4pm on Tuesday, September 6. Mr. Prescott said that he could provide two large vehicles. Admin. Farrar asked Mr. Prescott if they were involved with any of the communication between Mesa County Engineering and Ranch Domestic water system on My Way Ranch south of Collbran; he said no. Admin. Farrar said there is a meeting scheduled with Mesa County, the residents, and Elyse Ackerman-Casselberry from DOLA (Colorado Department of Local Affairs). He said that Ranch Domestic wants to pursue a bulk water sales agreement with the Town similar to the one with Fred Feller of Rainbow R.V. and Trailer Park. He said the meeting is scheduled for August 24 at noon at the Plateau Valley Fire Station in Collbran. Trustee Shrope asked Mr. Prescott if there was anything planned to improve the Silt Cutoff roadway. Mr. Prescott explained that no improvements were planned, but invited him to contact Chris Clark or Jim Hohenstein of Laramie Energy. Mr. Prescott noted that his role is exclusively permitting, resolution of environmental issues, and coordination with decision makers (local, state, and federal). He said the individuals above him are the ones who would coordinate the large projects like drilling and road building. He thanked the Board and said he would coordinate with Admin. Asst. Matarozzo on details of the Trustee's well pad tour.

PLATEAU VALLEY HISTORICAL SOCIETY – AUDITORIUM INVENTORY DISCUSSION – Sylvia Spangler et al

Sylvia Spangler approached the dais. She explained that she and Administrator Farrar visited the Auditorium recently and discussed a plan to pull out and inventory items in the basement. She noted there were a variety of items stored which included roller skate wheels, theater seats, theater seat parts, and similar items. She explained that she and Administrator Farrar discussed disposing of items with no value (trash) and retaining anything that had a historic or intrinsic value. She said that an enclosed trailer would work well for storing and protecting items that might have value. The stored items will be sorted and examined more carefully at some point in the near future. Admin. Farrar said that the State Historical Society has a grant available for up to \$10,000 for making assessments of historic buildings for purposes of rehabilitation. Mr. Farrar noted that if the Town was successful with a grant, a professional would be hired to complete the work and prepare a detailed report of the costs. Admin. Farrar noted that it would be necessary to document that the building has historic qualities in order to receive funding. He said that the Town pursued historic status a number of years ago but the process was never completed. He explained that a historical designation does not prevent completion of improvements to the building. Ms. Spangler said that in the past there was a concern that if historic preservation funds were received that the Town would be told what could or could not be done with the building; she mentioned that stance seems to have softened in recent years. Admin. Farrar said that there are different levels of historical designation, some more strict than others. Ms. Spangler mentioned that several people are willing to

donate funds for the project but wanted to have an assessment completed. She also said that some of the information on the grant application from several years ago could be used on the current one. He said that the group is waiting until after August 15 to complete the work in the Auditorium basement, so Job Corps would be available. She was hoping that other volunteers would help. Admin. Farrar said that the items from the Auditorium would be segregated into items to be kept because of value, items for possible disposal or retention, and junk. He said that any proceeds generated from sales would go into the General Fund and could be earmarked to the Auditorium. Mayor V. Sturm said that the boiler in the basement could be removed and sold also.

ARENA ADVISORY COMMITTEE MINUTES

Mayor V. Sturm noted that minutes were not submitted. He asked Trustee Schowalter (also an AAC member) if she would ask the Committee to provide minutes prior to future packet deadlines.

TRUSTEE COMMENTS

Trustee Schowalter spoke about recycling; she thinks that the Town should help Tom Rau and the other volunteers that have a recycling trailer at the Fairgrounds in some way. Admin. Farrar asked if Mesa County transfer station in Molina has some kind of recycling; she said that it does and it would be nice if the Town could do something similar to that. Ms. Spangler spoke briefly. She mentioned that recycling costs the Job Corps about \$500 per month to recycle cardboard.

STAFF REPORTS

Town Administrator

Admin. Farrar informed the Board that a new credit card payment software module for Caselle is being pursued to allow credit card and online payments. He said that the module costs about \$4,000, which includes training and set-up. He noted that Clerk/Treasurer Phillips is working with Caselle on the process and timeline. Trustee Schowalter asked if there are transaction charges to go along with the cost. Admin. Farrar mentioned that the transaction charges would be passed on to the customer. Trustee Schowalter asked if there is an annual fee to go along with purchasing this software. Clerk/Treasurer Phillips said that Caselle's technical support currently is \$324 per month; this new purchase would increase that around \$75 to make the monthly total close to \$400 per month. Admin. Farrar mentioned that the costs are to be distributed between the water fund, sewer fund, and general fund. He said the convenience would be worth the expense.

Admin. Farrar mentioned that the older Water General software does not operate on Windows 10, so that software will not work on the recently purchased computers. He said that for now we are keeping one of our old computers hooked up that has Window XP, so staff can still operate the Water General. He mentioned a software upgrade would cost around \$10,000. Trustee Schowalter asked about if it would be practical to have a Water General machine on Grove Creek for the My Way Ranch and the others on the Ranch Domestic water system. Admin. Farrar discussed briefly. Mayor V. Sturm asked about a recent electrical problem in the Water General at the Fairgrounds. Admin. Farrar noted that a new receipt printer would be purchased because the old one does not work on Windows 10. He said that the new computers in Town Hall are mostly set up and operating. He also explained that staff purchased tablets for Board use and future packets would be uploaded to the tablets for ease of access, to avoid the cost of copies, and wear and tear on the copier.

Admin. Farrar mentioned that he called Mesa County today about the status of the HempFest permit application. He noted that the application input period is over. Admin. Farrar said that Christie Barton from Mesa County was going to call Admin. Asst. Matarozzo with an update. Marshal Appelhanz said that his department is not involved in HempFest because it is in unincorporated Mesa County; he said his department would be busy enough with the spillover effect from the event in Town limits. Admin. Farrar said that he hopes Mesa County will assign deputies to the area for HempFest. Trustee Shrope spoke positively about the recent Hemp on the Slope event; he mentioned that HempFest had asked his business (Collbran Creamery) to be a vendor. Ms. Spangler said that the recent Hemp on the Slope event last weekend was a well-run professional, family-friendly event. Admin. Farrar noted that industrial hemp is a good product that is well suited to the rural Plateau Valley. He said that Jump Start Mesa County is a perfect resource for this new industry because the program supports creation of new jobs and does not take away existing jobs.

Admin. Farrar said the new computers and accessories have arrived. He also noted that the vendors sent more equipment than was ordered, so duplicate items will be returned.

Admin. Farrar explained that the Mesa Water and Sanitation District is having problems with their wastewater lagoons. He said he spoke with Town Water/Wastewater Operator Tom Kachin, and he said that Mesa might ask Collbran to temporarily dispose their wastewater in the Town's lagoons.

Admin. Farrar mentioned that Colorado National Bank requested that the Trustee minutes reflect approval of individual account signers on Town accounts. Clerk/Treasurer Phillips said that the bank wanted the minutes to identify which positions were approved to be signers.

MOTION: Trustee Schowalter moved to designate the Town of Collbran Mayor, Mayor Pro-Tem, and the Town Clerk/Treasurer to be signers on the Town bank accounts at Colorado National Bank in Palisade, Colorado; seconded by Trustee Shrope.

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

Treasurer

Clerk/Treasurer Clerk Phillips asked the Board if they had any questions on the Town's June 16 financial statements showing revenues/expenditures compared to budgeted amounts. He noted that expenditures were ahead of revenue in the General Fund by \$38K because of the timing of revenue receipts. He said that at the end of the year, one additional monthly county tax payment would be recognized along with two monthly town tax payments and other taxes. Admin. Farrar said that the half-year report is positive and explained that the revenue lag time makes the income appear less than actual.

Town Marshal

Marshal Appelhanz asked the Board if they had any questions about his report. He said that he met with the Police Chief of Fruita; he mentioned that he and the Mesa County Sheriff are seeking grant funding for the Mesa County Jail. He said that to receive grant funding, they have to sign a stipulation that says they will not pick up someone on a warrant that is below a certain dollar threshold; instead a summons to appear would be issued.

Marshal Appelhanz said that the State Legislature recently passed additional mandatory training for all law enforcement, but training can be obtained through on-line modules. He explained that the State could pull their POST (Peace Officers Standards and Training) certification if the training is not completed.

Marshal Appelhanz noted that there has been an average of six Mesa County assists per month. He spoke briefly about the upcoming HempFest; he said that there was a concern because it was next door to the Job Corps.

The timeline for Mesa County’s Buckskin Hill road project was briefly discussed. Marshal Appelhanz commented how much longer it takes to respond to a call in that area because of the detour.

APPROVE EXPENDITURES

MOTION: Trustee P. Sturm moved to approve the expenditures for the Town of Collbran from July 8, 2016 through August 2, 2016; seconded by Trustee Shrope.

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

Motion passed.

ADJOURN

MOTION: Trustee Schowalter moved to adjourn the Town of Collbran Board of Trustees Regular Meeting of August 2, 2016; seconded by Trustee P. Sturm.

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

Motion passed.

The Regular Meeting adjourned at 8:10pm.

Approved

Attest