

Town of Collbran Board of Trustees

Meeting Minutes

Special Meeting
December 10, 2021

I. Call to order

Mayor Todd called to order the special meeting of the Town of Collbran Board of Trustees at 9:37 am on December 10, 2021 at Collbran Town Hall.

II. Pledge of Allegiance

III. Roll call

Present: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Absent: Trustee Dalrymple

IV. Persons not on the Agenda (Short items, 3 minute limit)

V. Approve Employee Handbook Updates

MOTION: TRUSTEE MELNIKOFF MOVED TO APPROVE THE EMPLOYEE HANDBOOK UPDATES; SECONDED BY TRUSTEE EVANS

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

**VI. Approve Ordinance Updates: 11.06.070/ 11.12.050/ 11.12.060/ 11.12.170/
11.12.160/ 11.12.010/ 11.14.101/ 11.14.015/ 11.14.020/ 11.14.030/ 11.14.050/
11.14.100/ 11.20.150/ 11.20.160/ 11.20.170/ 11.26.070/ 11.26.080/ 12.02.010-070**

MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE

**ORDINANCE UPDATES: 11.06.070/ 11.12.050/ 11.12.060/ 11.12.170/
11.12.160/ 11.12.010/ 11.14.101/ 11.14.015/ 11.14.020/ 11.14.030/
11.14.050/ 11.14.100/ 11.20.150/ 11.20.160/ 11.20.170/ 11.26.070/
11.26.080/ 12.02.010-070; SECONDED BY TRUSTEE EVANS**

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

VII. Resolution 2021-6 2021 Budget Amendment

**MOTION: TRUSTEE MELNIKOFF MOVED TO APPROVE THE
RESOLUTION 2021-6 2021 BUDGET AMENDMENT; SECONDED BY
TRUSTEE EVANS**

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

VIII. Resolution 2021-3 Adoption of 2022 Budget

**MOTION: TRUSTEE EVANS MOVED TO APPROVE THE
RESOLUTION 2021-3 2021 ADOPTION OF 2022 BUDGET; SECONDED
BY TRUSTEE APPELHANZ**

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

IX. Resolution 2021-4 Mill Levy Certification

MOTION: TRUSTEE MELNIKOFF MOVED TO APPROVE THE RESOLUTION 2021-4 MILL LEVY CERTIFICATION; SECONDED BY TRUSTEE APPELHANZ

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

X. Resolution 2021-5 Annual Appropriation for 2022

MOTION: TRUSTEE APPELHANZ MOVED TO APPROVE THE RESOLUTION 2021-5 ANNUAL APPROPRIATION FOR 2022; SECONDED BY TRUSTEE EVANS

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

XI. Authorize purchase of Patrol Vehicle

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE PURCHASE OF A PATROL CAR; SECONDED BY TRUSTEE MELNIKOFF

Vote Results:

Ayes: Trustees Appelhanz, Evans, Melnikoff and Mayor Todd

Nayes: None

Motion carried.

XII. Trustee (Informational and/or items for future agenda)

1. Trustee Appelhanz would like to discuss a possible change in dates for the Board of Trustee meetings.
 - a. There was an agreement of having the meetings the 1st and 3rd Tuesdays of each month. There will be more of a discussion during the January 4th meeting.
2. Administrator Matarozzo brought up the election for this upcoming year. There will be 3 Trustee seats and the Mayor seat up for election.
3. Administrator Matarozzo wanted to run by the Board and get approval to shut the office down Monday, December 13th as there were no staff members available to cover.
 - a. The Board approved the office closure on December 13th.

XIII. Monthly Staff Update: Questions?

XIV. Public Correspondence

Adjourn

The meeting was adjourned at 10:08 AM



Approved



Attest

