

Town of Collbran Board of Trustees Meeting Minutes

Regular Meeting 6 p.m. - April 9th, 2024

I. Call to order

Mayor Todd called to order the regular meeting of the Town of Collbran Board of Trustees at 6 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Trustee Zentz, Trustee Evans, Trustee Dalrymple, Trustee Melnikoff, & Mayor Todd

IV. Consent Agenda Consisting of Minutes from March 5th and March 19th as well as Expenditures for March 2024

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED; SECONDED BY TRUSTEE ZENTZ.

Ayes: Trustees Zentz, Evans, Melnikoff, Dalrymple, and Mayor Todd

Nays: None

MOTION CARRIED

V. Person(s) Not on the Agenda

Pastor Ray approached the Board with his concerns of being a handicapped individual living in a Town without local law enforcement. He expressed the need for the Town to hire a Marshal so that he feels safe.

Mark McGowan approached the Board regarding his rental agreement with the Town. He believes he shouldn't have to pay rent as he states he owns the easement that the tower is on.

Theresa Wilcox approached the Board regarding an incident that occurred several years ago involving sewer issues. Mrs. Wilcox questioned the training of the Public Works staff and believed that OSHA guidelines were broken while the sewer line was repaired. Mrs. Wilcox wanted to know who was responsible for Public Works Staff and their training and/or certifications.

Jessica Price asked about a vicious dog attack that occurred on Main Street in which another dog was killed. Ms. Price felt the staff and Board have not taken care of this matter in an acceptable amount of time.

VI. Oaths of Office for Mayor and Trustees

Mayor Kendall W. Wilcox, Trustee Gary Winkleblack and Trustee Jessica Price were all sworn in and took their places at the Board table.

VII. Appointment of Mayor Pro-Tem

Conversation was had regarding the appointment.

MOTION: MAYOR WILCOX MOVED TO APPOINT TRUSTEE PRICE AS MAYOR PRO TEM; SECONDED BY TRUSTEE PRICE.

Trustee Winkleblack: Yes
Trustee Price: Yes
Trustee Zentz: No
Trustee Evans: No
Mayor Wilcox: Yes

MOTION CARRIED

VIII. Resolution No 4, Series 2024 A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, DESIGNATING PERSONS AUTHORIZED TO SIGN TOWN CHECKS

MOTION: TRUSTEE PRICE MOVED TO TABLE THIS RESOLUTION UNTIL THE NEXT MEETING DUE TO AN INACCURATE DATE ON THE FORM; SECONDED BY TRUSTEE EVANS.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, and Mayor Wilcox

Nays: None

MOTION TABLED

IX. Liquor License Renewal for Mountain High Pie, LLC - Monica Etcheverry and Lori Hammett.

MOTION: TRUSTEE PRICE MOVED TO APPROVE THE LIQUOR LICENSE RENEWAL FOR MOUNTAIN HIGH PIE AS PRESENTED; SECONDED BY TRUSTEE EVANS.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, and Mayor Wilcox

Nays: None

MOTION CARRIED

X. Street Closure Permit for PV Cancer Fund

MOTION: TRUSTEE WINKLEBLACK MOVED TO APPROVE THE STREET CLOSURE PERMIT CONTINGENT UPON PARKING STIPULATIONS: SECONDED BY TRUSTEE PRICE.

Ayes: Trustees Zentz, Winkleblack, Price, & Mayor Wilcox

Nays: Trustee Evans

MOTION CARRIED

XI. Street Closure Permit for American Legion

MOTION: TRUSTEE PRICE MOVED TO APPROVE THE STREET CLOSURE PERMIT CONTINGENT UPON TIMING STIPULATIONS; SECONDED BY TRUSTEE WINKLEBLACK.

Ayes: Trustees Zentz, Evans, Winkleblack, Price, & Mayor Wilcox

Nays: None

MOTION CARRIED

XII. Auditorium Update

Staff presented an update of the Auditorium Renovation Project and the project progress status. Asbestos abatement is set to start later in the month with renovations hopefully starting in May/June. The project completion is expected by December.

XIII. Re-authorize award of Asbestos Abatement Contract to Rockies Environmental and Demolition Services in the amount of \$75,000 and authorize Mayor to sign contract once the Environmental Release of Funds has been received from the Colorado Department of Local Affairs

MOTION: TRUSTEE ZENTZ MOVED TO APPROVE TO RE-AUTHORIZE AWARD OF ASBESTOS ABATEMENT CONTRACT TO ROCKIES ENVIRONMENTAL AND DEMOLITION SERVICES IN THE AMOUNT OF \$75,000 AND AUTHORIZE MAYOR TO SIGN CONTRACT ONCE THE ENVIRONMENTAL RELEASE OF FUNDS HAS BEEN RECEIVED FROM THE COLORADO DEPARTMENT OF LOCAL AFFAIRS; SECONDED BY TRUSTEE EVANS.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, & Mayor Wilcox

Nays: None

MOTION CARRIED

XIV. Re-authorize award of Asbestos Monitoring Contract to Foothills Environmental Inc. in the amount of \$15,030 and authorize Mayor to sign contract once the Environmental Release of Funds has been received from the Colorado Department of Local Affairs

MOTION: TRUSTEE EVANS MOVED TO APPROVE TO RE-AUTHORIZE AWARD OF ASBESTOS MONITORING CONTRACT TO Foothills ENVIRONMENTAL INC. IN THE AMOUNT OF \$15,030 AND AUTHORIZE MAYOR TO SIGN CONTRACT ONCE THE ENVIRONMENTAL RELEASE OF FUNDS HAS BEEN RECEIVED FROM THE COLORADO DEPARTMENT OF LOCAL AFFAIRS; SECONDED BY TRUSTEE ZENTZ.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, & Mayor Wilcox

Nays: None

MOTION CARRIED

XV. Consideration of Proposal from Chamberlain Architects to provide Architectural Renderings of Auditorium Finishes in the amount of \$3,420

MOTION: TRUSTEE PRICE MOVED TO APPROVE THE PROPOSAL FROM CHAMBERLAIN ARCHITECTS TO PROVIDE ARCHITECTURAL RENDERINGS OF AUDITORIUM FINISHES IN THE AMOUNT OF \$3,420; SECONDED BY TRUSTEE ZENTZ.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, & Mayor Wilcox

Nays: None

MOTION CARRIED

XVI. Theresa Wilcox - Asked to be postponed until next meeting

XVII. Direction From Board to Staff Regarding Marshal Hiring

Town Manager Matarozzo presented the Board with a list of current applicants which included applicant experience, certifications, and location.

Trustee Winkleblack asked Town Staff to expand the advertising for the Marshal position to other departments and/or military departments.

MOTION: TRUSTEE PRICE MOVED TO AUTHORIZE TOWN STAFF TO INTERVIEW THE TWO POST CERTIFIED CANDIDATES AND TO CONTINUE TO LOOK INTO OTHER SOLUTIONS; SECONDED BY TRUSTEE WINKLEBLACK.

Ayes: Trustees Zentz, Winkleblack, Price, Evans, & Mayor Wilcox

Nays: None

MOTION CARRIED

XVIII. Board Training

Board Members decided to hold Board training after the next meeting on 4.16.24.

XIX. Monthly Staff Update

XX. Upcoming meetings

- a. Request by School for joint meeting with Board of Trustees regarding waterline.
- b. April 16, 2024, Special Board and work session.

XXI. Trustee Informational and/or Items for Future Agenda

Trustee Price requested that her Board Packet be printed and delivered to her no later than noon on Thursdays the week prior to the meeting.

XXII. Public Correspondence

XXIII. Adjournment

MOTION: TRUSTEE ZENTZ MOVED TO ADJOURN; SECONDED BY ALL.

Meeting adjourned at 8:40 pm.



Approved



Attest

