

# **Town of Collbran Board of Trustees**

## **Meeting Minutes**

Regular Meeting  
February 2, 2021

### **I. Call to order**

Mayor Todd called to order the regular meeting of the Town of Collbran Board of Trustees at 6:00pm on February 2, 2021 at Collbran Town Hall.

### **II. Pledge of Allegiance**

### **III. Roll call**

Present: Trustees Appelhanz, Evans, Melnikoff, White and Mayor Todd.  
A quorum was present.

### **IV. Consent Agenda consisting of Minutes from January 5, 2021 and January 2021 Expenditures.**

#### **A) MOTION: TRUSTEE EVANS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED; SECONDED BY TRUSTEE WHITE**

#### **Vote Results:**

Ayes: Trustees Appelhanz, Evans, Melnikoff, White and Mayor Todd.

Nays: None

Motion carried.

### **V. Persons Present Not on The Agenda.**

A) None were present.

### **VI. Discussion regarding not charging late fees on utility bills through June 15, 2021.**

Staff is requesting to suspend late charges on utility bills through the month of June 2021 while our community endures the effects of the pandemic public health crisis. The board unanimously decided to suspend late fees through June 2021.

### **VII. Previous Minutes for Approval: April 7, 2020, May 5, 2020, June 2, 2020, September 1, 2020, October 16, 2020**

Staff presented to the Board for approval several sets of Board of Trustee meeting minutes from 2020 for approval. Staff apologized for the delay in getting these to them.

**A) MOTION: TRUSTEE MELNIKOFF MOTIONED TO APPROVE THE BOARD OF TRUSTEE MEETING MINUTES FROM APRIL 7, MAY 5, JUNE 2, SEPTEMBER 1, OCTOBER 16, 2020; SECONDED BY TRUSTEE EVANS**

**Vote Results:**

Ayes: Trustees Appelhanz, Evans, Melnikoff, White, Mayor Todd

Nays: None

Motion Carried

**VIII. Lilac Park Update**

Staff presented the Board of Trustees with the final concept plans from DHM for their review. A decision was made to put the Lilac Park Project on hold until we can have a community meeting to obtain feedback from our residents.

**X. Approval to apply for a DOLA Administrative Grant for Codification**

Staff would like to apply for a Tier 1 Administrative Grant through DOLA for Codification of the Town Municipal Codes. The Board unanimously agreed to move forward with the grant application.

**XI. Trustee Informational Items**

- a) Trustee Melnikoff asked for update regarding Fireworks for the 4th of July. Staff will contact PV Fire to check on status.
- b) Trustee Melnikoff asked if we were still going to put a plaque in front of the pine tree on Main Street that had to be removed. Staff will revisit this item in early spring.
- c) Trustee Melnikoff asked what the status of the tennis courts at Gandi Park are. Public works will confirm the original bid and ask to get on the calendar as early as weather allows.
- d) Staff and Board had a discussion around 4th of July event ideas.
- e) Trustee Evans gave an update on Santa Rosalia Days.

- f) Trustee Evans would like the Town to contact Anis Kelley regarding obtaining the old school bell and placing it on town property as a memorial.
- g) Mayor Todd requested that on every Agenda there be a topic regarding the Capitol Improvement Plan so that we don't let projects go undone.

**XII. Monthly Staff Updates**

- a) Staff asked for Board Approval to move forward with engaging an Auditor to complete the 2020 Audit. We will bring an official proposal to the Board at the next meeting.
- b) Staff gave an update regarding Federal Mineral Lease Foundation cancelling the Spring Grant Cycle.
- c) Staff requested waiving Liquor License fees for the year 2021, staff would like to follow the State Licensing Boards direction.
- d) Mayor Todd and Administrator Matarozzo gave an update on a recent meeting they attended with State Representative Matt Soper to kick off bringing Broadband to the Town. They will be meeting with County Commissioners soon to begin bringing parties together to form a coalition to start working towards this goal.

**XIII. Public Correspondence.**

- a) Staff shared an email from Deputy Meyer regarding the recent purchase of equipment for the marshal's office.
- b) Staff presented to board with Thank You from the Collbran Supply regarding their grant for the fence around their storage yard.
- c) Staff presented the Board from a community member thanking the Town for their inclusion in the recent Collbran Cares Program.

The meeting was adjourned at 7:25pm.

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Approved

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Attest