

Town of Collbran Board of Trustees

Meeting Minutes

Regular Session
May 5, 2020

I. Call to order

Mayor Keith Todd called to order the regular meeting of the Town of Collbran Board of Trustees at 6:09pm on May 5, 2020 at Collbran Town Hall.

II. Pledge of Allegiance

III. Roll call

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

IV. Consent Agenda

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

Vote Results:

Ayes: Trustees Melnikoff, White and Mayor Todd.

Nays: None

Motion carried.

V. Persons Present not on Agenda

- a) Citizen Sheronna Bishop from Garfield County joined us via Zoom to discuss our businesses being closed during the pandemic. She does not feel it is constitutional to keep businesses closed.

VI. Board of Trustee Appointments

**A) MOTION: TRUSTEE WHITE MOVED TO APPOINT LEW EVANS AND
SHANA APPELHANZ TO THE REMAINING TWO POSITIONS THAT ARE
OPEN FOR TRUSTEE; SECONDED BY TRUSTEE MELNIKOFF**

Vote Results:

Trustee Melnikoff Aye

Trustee White Aye

Mayor Todd Aye

Motion carried.

VII. Swear in all Board Members

- a) Melonie Matarozzo, Town Clerk, administered the Oath of Office to Mayor Evans and Trustee Appelhanz, Trustee Evans, Trustee Melnikoff, Trustee White.

VIII. Covid 19 Discussion and Public Health Update.

- a) Presented the BOT with Mesa County Public Health Order, Explanation for Safer At Home, and Explanation from Jim Neu, Town Attorney, for keeping town parks closed.
- b) The Board of Trustees have asked Mayor Todd and Melonie Matarozzo to place a call to Mesa County Public Health to discuss opening our Town back up for regular business.

A) MOTION: TRUSTEE MELNIKOFF MOVED TO HAVE STAFF WRITE A LETTER TO LOCAL, STATE, AND NATIONAL LEADERS REQUESTING TO OPEN THE COUNTRY UP AND STOP THE SHUTDOWNS; SECONDED BY TRUSTEE WHITE

Vote Results:

Trustees Appelhanz	Aye
Trustee Melnikoff	Aye
Trustee Evans	Aye
Trustee White	Aye
Mayor Todd	Aye

Motion carried.

IX. Discussion on Lilac Park

- a) The Town did request and receive an extension for the Grant. DHM gave us 3 choices of concepts for Lilac Park, to include a pedestrian bridge or not to include a pedestrian bridge. Ask DHM to further the research into the bridge option 1B as well as the no-bridge option 1. Prepare drawings and presentation to get community input.

X. Discussion on Capital Plan

- a) Elyse Casselberry provided further explanation on the purpose and status of Capital Improvement Plan

XI. Discussion on Collbran Auditorium

- a) Review of the community survey to be conducted and how to get participation.

XII. Budget Updates - Including Projection, 2020 Projects

- a) Staff wanted to give an update on budget projections and forecasts due to the pandemic. Also begin a conversation on possibly postponing 2020 projects.

XIII. Town Manager Transition Discussion

- a) Elyse Casselberry wants to implement the transition for Melonie Matarozzo, current Assistant Manager/Town Clerk, to take the position of Town Manager/Town Clerk/Treasurer. The Town deserves a full time manager that loves the town, as well as full time management. Our Team of staff members have been working for this transition for 2 years and it now seems that this is the time to implement this plan.

*Trustee White left the meeting at 9:04pm

XIV. Trustee Informational Items

- a) Trustee Appelhanz asked for a plan for the town audit during the pandemic.
- b) Mayor Todd asked about when we may be able to re-start the van rides.

XV. Monthly Staff Update questions or clarifications.

- a) Staff Updates with department managers will be scheduled for the May worksession.
- b) Mayor Todd requests more details on meetings attended by staff.
- c) Confirm that the Board of Trustees would like to follow through with the purchase of a flagpole and flag for Clover Cemetery, yes is the consensus.
- d) The American Legion would like to perform the Memorial Day Ceremony.
- e) Melonie asked if it was possible for the Town to purchase banners to celebrate the graduating seniors from Plateau Valley High School. There

will not be a traditional graduation ceremony, this is a way to celebrate the graduates. Yes is the consensus.

- f) Wanting to ask if we can move forward with the Service Women's Memorial update with an increase in charges to a total of approximately \$6,000.00. Yes is the consensus.

XVI. Public Correspondence - none

Mayor Keith Todd adjourned the meeting at 10:04pm.

Approved

Attest