

Town of Collbran Board of Trustees Meeting Minutes

Regular Meeting - 6:00 pm - July 16th, 2024

1. Call to order

The regular meeting of the Board of Trustees was called to order at 6:01pm.

2. Pledge of Allegiance

3. Roll Call

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

Absent: None

4. Edits or Deletions to the Agenda

5. Persons Not on the Agenda

- A. Theresa Wilcox - Requested that the Board look into budgeting fireworks for next year. She also presented contact information for a gentleman who is moving to the area that has potentially expressed interest in working for local law enforcement.
- B. Pastor Ray Martinez, 5827 PE RD - questioned the Board as to why the Town was signing a contract with the Mesa County Sheriff's Office for law enforcement coverage, rather than hiring our own Marshal. The mayor and other board members answered his questions, explaining that the contract is the fastest and most comprehensive way for the Town to get law enforcement coverage.

6. Approval of Minutes from June 4, 2024 and June 18, 2024

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE MINUTES FROM JUNE 4TH AND JUNE 18TH AS CORRECTED; SECONDED BY TRUSTEE ZENTZ.

VOTE RESULTS:

Trustee Winkleblack - Yes

Trustee Evans - Yes

Trustee Price - Yes

Trustee Zentz - Yes

Mayor Wilcox - Yes

MOTION PASSED

7. Approval of Expenditures from June 2024

Trustee Price had a question about the payment to Mark Laird and the retaining fees not being awarded yet. Finance Director Distel said that this is normal practice with these kinds of contracts and that the retaining fees will be awarded on July 30th.

MOTION: TRUSTEE WINKLEBLACK MOVED TO APPROVE THE EXPENDITURES FROM JUNE 2024 AS PRESENTED; SECONDED BY TRUSTEE EVANS.

VOTE RESULTS:

Trustee Zentz - Yes

Trustee Price - Yes

Trustee Evans - Yes

Trustee Winkleblack - Yes

Mayor Wilcox - Yes

MOTION PASSED

8. Consideration of an Intergovernmental Agreement with Mesa County and the Mesa County Sheriff's Office for Law Enforcement Services with authorization for the Mayor to sign

Town Administrator Matarozzo spoke to the issue, stating that she has moved forward with contract negotiations with the MCSO for law enforcement coverage. After consulting with the attorney and insurance companies, the final draft of the contract was presented to the Board.

There was extensive public comment.

MOTION: TRUSTEE PRICE MOVED TO APPROVE THE INTERGOVERNMENTAL AGREEMENT WITH MESA COUNTY AND THE MESA COUNTY SHERIFF'S OFFICE FOR LAW ENFORCEMENT SERVICES AS PRESENTED; SECONDED BY TRUSTEE ZENTZ.

VOTE RESULTS:

Trustee Price - Yes

Trustee Evans - Yes

Trustee Winkleblack -Yes

Trustee Zentz - Yes

Mayor Wilcox - Yes

MOTION PASSED

9. Consideration of RESOLUTION NO. 6, SERIES 2024 - A RESOLUTION OF THE TOWN OF COLLBRAN, COLORADO, PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR CONTRACTED LAW ENFORCEMENT SERVICES FOR THE YEAR ENDING DECEMBER 31, 2024

Town Administrator Matarozzo explained that this resolution is the legally required mechanism to adjust the budget for the MCSO contract.

MOTION: TRUSTEE EVANS MOVED TO APPROVE RESOLUTION NO. 6, SERIES 2024 TO PROVIDE SUPPLEMENTAL APPROPRIATION FOR CONTRACTED LAW ENFORCEMENT SERVICES FOR THE YEAR ENDING DECEMBER 31, 2024 AS CORRECTED; SECONDED BY MAYOR WILCOX.

VOTE RESULTS:

Trustee Evans - Yes

Trustee Winkleblack - Yes

Trustee Zentz - Yes

Trustee Price - Yes

Mayor Wilcox - Yes

MOTION PASSED

10. Staff to provide an update on the auditorium renovation

Finance Director Distel spoke to the Board regarding the status of the Auditorium Renovation Project. April 9th was the last time the auditorium was discussed at a meeting. The Town is currently working with Asset Construction and Chamberlain Architects on the project. The structural engineer on the project did recommend that we reinforce the building with steel beams and the Town was awarded supplemental funding from DOLA to help with the extra cost of that support beam.

Finance Director Distel expressed her desire to move forward on the Auditorium Project. She explained that at the end of the renovation, the building will have a new metal roof, new metal siding, and upgraded electrical and heating.

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There was public comment and discussion among the Board.

11. Consideration of a Construction Manager/General Contractor agreement with Asset Construction Management with a Guaranteed Maximum Price of \$1,357,961 for the renovation of the Collbran Auditorium with authorization for the Mayor to sign

Representatives from Asset Construction Management presented their final contract for the Auditorium Renovation Project to the Board. They explained that the totals they presented will not increase in any way and that the \$52,000 in retaining fees will be returned to the Town, if unspent. They are hoping to start on the construction projects within the next couple of weeks so that the construction team can guarantee a new roof is installed before the snow starts to fall this winter.

MOTION: TRUSTEE ZENTZ MOVED TO APPROVE THE AGREEMENT WITH ASSET CONSTRUCTION MANAGEMENT FOR THE GUARANTEED MAXIMUM PRICE OF \$1,357,961 AND AUTHORIZATION FOR THE MAYOR TO SIGN; SECONDED BY TRUSTEE EVANS.

VOTE RESULTS:

Trustee Price - Yes

Trustee Zentz - Yes

Trustee Winkleblack - Yes

Trustee Evans - Yes

Mayor Wilcox - Yes

MOTION PASSED

12. Consideration of an Amendment to the agreement with Chamberlin Architects, PC in the amount of \$40,000 for Bidding and Construction Phase Services at the Collbran Auditorium with authorization for the Town Manager to sign

In tandem with the above agenda item. This amendment is necessary to close out the phase of the project that Chamberlain Architects has completed for the Auditorium project.

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE AMENDMENT FOR THE AGREEMENT WITH CHAMBERLAIN ARCHITECTS, PC IN THE AMOUNT OF \$40,000 AND AUTHORIZATION FOR THE MAYOR TO SIGN; SECONDED BY TRUSTEE ZENTZ.

VOTE RESULTS:

Trustee Evans - Yes

Trustee Winkleblack - Yes

Trustee Zentz - Yes

Trustee Price - Yes

Mayor Wilcox - Yes

MOTION PASSED

13. Consideration of RESOLUTION NO. 7, SERIES 2024 - A RESOLUTION OF THE TOWN OF COLLBRAN, COLORADO, RECOGNIZING ADDITIONAL GRANT-RELATED REVENUES AND PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS FOR THE YEAR ENDING DECEMBER 31, 2024, FOR THE PURPOSES OF RENOVATING THE COLLBRAN AUDITORIUM

This Resolution is necessary for appropriating the funds for the above agenda items.

MOTION: TRUSTEE ZENTZ MOVED TO APPROVE RESOLUTION NO. 7, SERIES 2024 AS PRESENTED; SECONDED BY TRUSTEE EVANS.

VOTE RESULTS:

Trustee Winkleblack - Yes

Trustee Evans - Yes

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Trustee Price - Yes

Trustee Zentz - Yes

Mayor Wilcox - Yes

MOTION PASSED

14. Discussion regarding the Senior Van Services

Town Administrator Matarozzo addressed the Board explaining that funding from Transdev for the van program has ended so it needs to be decided whether to continue the van service on the Town's own dollar or not. There were also questions regarding insurance coverage for the driver and his vehicle.

Town Administrator Matarozzo explained that Town Staff reached out to several entities including CIRSA, the Town's liability insurance company, regarding this matter. CIRSA relayed that our policy covers everything from liability and medical to damages, but the driver's personal insurance would cover the driver's potential vehicle damages. CIRSA also confirmed that there isn't a requirement for a CDL or a rideshare insurance policy because the driver is an employee of the Town and the size of vehicle that is used does not meet CDL requirements.

There was extensive public comment made and discussion between the board and gallery members.

The Board decided to discuss the future of the program during the upcoming budget worksessions.

15. Discussion and Selection of Town Attorney

Three candidates submitted their information in regards to the RFP that the Town of Collbran submitted for a new Town Attorney. Our past attorney, Jim Neu, recommended the firm, Wilson Williams Fellman Dittman. They are a firm based out of Louisville, CO that have a team of lawyers with years of experience in water, utility, municipal, and land law.

There was discussion among the Board and extensive public comment made.

MOTION: TRUSTEE EVANS MOVED TO RETAIN THE FIRM OF WILSON WILLIAMS FELLMAN DITTMAN AS THE TOWN OF COLLBRAN'S NEW TOWN ATTORNEY; SECONDED BY TRUSTEE ZENTZ.

VOTE RESULTS:

Trustee Winkleblack - Yes

Trustee Evans - Yes

Trustee Price - No

Trustee Zentz - Yes

Mayor Wilcox - Yes

MOTION PASSED

16. Monthly Staff Update: Questions

17. Trustee Informational and/or items for future agenda

- A. Town Administrator Matarozzo brought up the Community Cookout, which is normally held in the beginning of August and coincides with NNO (national night out.) She asked the Board if they would be interested in throwing this event again. There was discussion about the date, whether to tie it into NNO again, or to use the event as a Community Comp Plan event.

There was much discussion among the Board. A date will be set dependent upon the Comp Plan Team's availability.

- B. Town Administrator Matarozzo addressed the Facebook LiveFeed - She explained that after several months of meetings, trying to clear up the audio quality on our recordings, it has been recommended by AV experts that we streamline our recording process only to Zoom and then upload our recordings to

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the Town Youtube channel. The AV experts said that this is becoming a common practice among municipalities because Youtube has better audio quality parameters than Facebook Live does. She went on to clarify that Zoom is our meeting platform software and that individuals interested in attending the meeting live can attend via the Zoom link posted on the Town website.

There was discussion among the Board.

C. Trustee Price requested to have page numbers added to the Board Packets.

There was out of turn public comment made regarding the minutes and board packets.

18. Public Correspondence

Trustee Winkleblack took a moment to give kudos to the Town Staff for such a successful Heritage Days Celebration.

19. Upcoming meetings

a. **July 23, 2024** – Special board meeting with worksession to follow.

b. **July 30, 2024** - Board work session on Broadband (Region 10 and Internet Service Providers invited) and DOLA board training

c. **August 6, 2024** – Regular board meeting, 6:00 pm, worksession to follow

20. Adjournment

MOTION TRUSTEE EVANS MOVED TO ADJOURN; SECONDED BY TRUSTEE PRICE.

VOTE RESULTS:

Trustee Zentz - Yes

Trustee Price - Yes

Trustee Winkleblack - Yes

Trustee Evans - Yes

Mayor Wilcox - Yes

MOTION PASSED

Meeting adjourned at 8:24pm




Approved


Attest