

Town of Collbran Board of Trustees Meeting Minutes

Regular Meeting 6:00pm

February 7, 2023

I. Call to order

Mayor Todd called to order the regular meeting of the Town of Collbran Board of Trustees at 6:03 pm on February 7, 2023.

II. Pledge of Allegiance

III. Roll call

Present: Trustees Dalrymple, Evans, Zentz, and Mayor Todd.

***Trustee Melnikoff present via ZOOM**

IV. Consent Agenda consisting of minutes from January 3, 2023 and expenditures from January 2023.

Town Manager asked that the minutes be removed from the agenda.

MOTION: TRUSTEE ZENTZ MOVED TO APPROVE THE EXPENDITURES FROM JANUARY 2023 AS PRESENTED; SECONDED BY TRUSTEE EVANS

Vote Results:

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

Nays: None

Motion carried.

V. Persons not on the agenda (Short items, 3 minute limit)

Johnny Calazzo of 110 High Street asked the BOT questions about fire mitigation and the assessment that had taken place at Mr. Calazzo's property over the summer. He is looking for long term solutions for his recurring issue with freezing pipes.

Town Manager instructed Mr. Calazzo to set up a meeting and to speak with her directly regarding the issue.

VI. Liquor License Renewal - Collbran Cafe

MOTION: TRUSTEE MELNIKOFF MOVED TO APPROVED THE LIQUOR LICENSE RENEWAL FOR THE COLLBRAN CAFE FOR THE 2023 YEAR; SECONDED BY TRUSTEE EVANS.

Vote Results:

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

Nayes: None

Motion carried.

VII. Authorize Staff to Surplus Certain Items

Town Manager requested permission to surplus some of the old, outdated, and broken equipment currently being stored in the Auditorium. These items are not used by the public and most are in poor shape due to the water leakages at the facility.

Town Manager did say that she would try to re-sell some items if they were in decent enough condition.

TRUSTEE DALRYMPLE MOVED TO APPROVE THE AUTHORIZATION FOR STAFF TO SURPLUS CERTAIN ITEMS; SECONDED BY TRUSTEE ZENTZ

Vote Results:

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

Nayes: None

Motion carried.

VIII. Discretionary Funds Discussion and Final Decisions

Trustee Zentz questioned as to why the American Legion's request for funds was denied. Town Manager and Mayor both explained that the project the Legion requested funds for was for a new flagpole at a local cemetery and that the cemetery in which the Legion wanted to install another flagpole on, does not want or need an additional flag pole on premises. Town Manager wanted the record to show that we are still in the process of collaborating on the Legion's memorial next to the Service Women's Memorial.

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE DISCRETIONARY FUND FINAL DECISIONS AS PRESENTED; SECONDED BY TRUSTEE ZENTZ.

Vote Results:

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

Nayes: None

Motion carried.

IX. Approval to Submit Request for Funding Assistance for Auditorium Construction Documents to State Historic Fund and DOLA and if Awarded Authorize the Town Manager to Contract with Chamberlain and Associates.

MOTION: TRUSTEE DALRYMPLE MOVED TO APPROVE THE SUBMITTAL REQUEST FOR FUNDING ASSISTANCE FOR AUDITORIUM DOCUMENTS TO THE STATE HISTORICAL FUND AND DOLA AND IF AWARDED AUTHORIZE TOWN MANAGER TO CONTRACT WITH CHAMBERLAIN AND ASSOCIATES; SECONDED BY TRUSTEE EVANS.

Vote Results:

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

Nayes: None

Motion carried.

X. Approval of KLJ Engineering Task Order 1-2023 for On- Call Services for 2023 and Authorize Mayor and Town Manager to Sign.

MOTION: TRUSTEE EVANS MOVED TO APPROVE THE KLJ ENGINEERING TASK ORDER 1-2023 FOR ON CALL SERVICES FOR 2023 AND AUTHORIZE MAYOR AND TOWN MANAGER TO SIGN; SECONDED BY TRUSTEE ZENTZ

Vote Results:

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

Nayes: None

Motion carried.

XI. Discussion Regarding Childcare

Town Manager asked for the Board's opinion as to whether or not she should allocate her time to help solve the Town's lack of childcare facilities. The Town Manager explained that she knows of other entities that are already working on this issue and said that the Town would be willing to help support these other entities in the endeavor. Board members discussed the issue, concluding that the Town Manager should focus her time and energies on her current workload but do what we can as a Town and as professionals to support the other entities pushing for childcare.

XII. Monthly Staff Updates : Questions

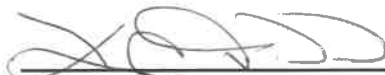
XIII. Trustee Informational and or Items for Future Agenda

There will be a public hearing regarding CDBG on February 14, 2023 at 5:30pm at Collbran Town Hall.

XIV. Public Correspondence

XV. Adjournment

Meeting was adjourned at 7:15pm



Approved





Attest