

**COLLBRAN BOARD OF TRUSTEES MEETING
MINUTES
Tuesday, November 1, 2011**

**REGULAR MEETING
7:30 p.m. Collbran Town Hall**

The regular meeting of the Collbran Board of Trustees was called to order at 7:31 p.m. by Mayor Roland Hall. The Pledge of Allegiance was recited.

PRESENT ON ROLL CALL: Trustees: Satterfield, Stricklan, Lent, Maigatter and Mayor Hall

ABSENT: Trustee Lent arrived at 7:45 p.m.

OTHERS PRESENT: Manager Lance Stewart, Marshal Adam Appelhanz and Louis McKey

MINUTES OF MEETING APPROVAL

MOTION: Trustee Satterfield motioned to approve the minutes of the October 4, 2011 Meeting; seconded by Trustee Maigatter.

ROLL CALL: Yes – Stricklan, Maigatter, Satterfield and Hall,
Trustee Lent was not yet present
Motion Passed

CITIZEN COMMENTS

Mr. McKey approached the BOT with a request for additional road side maintenance on the alleyway leading to his property off of Pinion Street. He also reported that Plateau Creek seems to have a milky look to it and wanted to know what agency to contact about it. The Board indicated that they would have the Administrator look at the right of way and suggested that Mr. McKey contact the Corps of Engineers.

PUBLIC HEARINGS

None

MAYOR AND COMMITTEE REPORTS

Trustee Maigatter reported on the October 26th meeting of the Community Counts organization held in Collbran. She has also been appointed to the Board.

REPORTS FROM OFFICERS

A. Town Manager: Mr. Stewart updated the Board on a number of items including:
Health Insurance – The 2012 renewal estimate is only .08% above the 2011 premium.

Rodeo Grounds – Laramie Energy was contacted regarding the donation of an irrigation gun for use at the rodeo grounds. Mr. Bankert will get back with Lance.

Ground Water Study – The study is basically complete and supports information provided to the BOT at the permit hearings.

Hoosier Study – The analysis of the Hoosier Ditch water supply has been started.

Water Rights – Mountain Law Firm has started the analysis of the Town's water rights.

Reimbursement – Monument Well Company will reimburse the Town for damages to the Plateau Creek Bridge. DCP will reimburse the Town for costs incurred to shore up the Plateau Creek bank that washed away exposing the Town's sewer trunk line adjacent to the DCP high pressure gas line.

OXY – OXY will attend the December meeting to notify the BOT of their progress with an injection well on the Stites pad on the Peninsula.

Funding for Arena – Lance has started submitting applications to energy companies for funding of proposed improvements at the rodeo arena.

Web Site – Lance indicated that Ms. Delpit who originally designed the site is helping to update it and ensure its functionality.

B. Financial Report – Lance reported on the status of employee compensation insurance payments to employees that have left the employ of the Town. Due to numerous extensions allowed by the Federal government, the Town will incur approximately \$8,000 in additional costs. He stated that the Town's reserves are in excess of \$1M.

C. Board of Park Managers / none

OLD BUSINESS

None

NEW BUSINESS

A. Action of revised job descriptions

Mr. Stewart advised the BOT on the reasoning behind revising the job descriptions, which was basically to ensure continuity and consistency in form, and that duties and qualifications were appropriate to the position.

MOTION: Trustee Satterfield motioned to approve the Job Descriptions; seconded by Trustee Stricklan.

**ROLL CALL: Yes – Stricklan, Lent, Satterfield and Hall,
No – Maigatter
Motion Passed**

APPROVE EXPENDITURES

Mr. Stewart presented the monthly expenditures to the Board. After a short discussion they were put to a vote:

MOTION: Trustee Satterfield moved to approve the expenditures from October 5, 2011 through November 1, 2011; seconded by Trustee Stricklan.

ROLL CALL: Yes - Satterfield, Stricklan, Lent, Maigatter, and Hall

Motion: Passed

ANNOUNCEMENTS

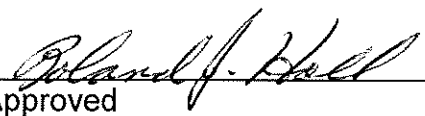
Lance Stewart reminded the Board about the 2012 budget hearing on December 6, 2011.

ADJOURNMENT

MOTION: Trustee Lent moved to adjourn the meeting; seconded by Trustee Stricklan.

ROLL CALL: Yes - Satterfield, Stricklan, Lent, Maigatter, and Hall

Motion: Passed


Approved


Attest

