

# COLLBRAN BOARD OF TRUSTEES MEETING MINUTES

Tuesday, October 9, 2012

## REGULAR MEETING

7:00 p.m. Collbran Town Hall

The regular meeting of the Collbran Board of Trustees was called to order at 7:00 p.m. by Mayor Frank Jones. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Trustees: Stricklan, Lent, Stewart, Dorman, Satterfield and Mayor Jones.

**ABSENT:** None.

**OTHERS PRESENT:** Administrator Lance Stewart, Larry Hanna, Cathy McKey, Louis McKey, William Fletcher, Teresa Fletcher, Jeff Wendland, Rick Lucas, Steven Lopez, Kaleb Julius, Zack Clark, Martha Salamanca, Brain Dennison, John Blady, Tamara Entwistle, Tammy Clark.

### MINUTES OF MEETING APPROVAL

**MOTION:** Trustee Satterfield motioned to approve the minutes from September 4, 2012: seconded by Trustee Stricklan.

**ROLL CALL:** Yes-Stricklan, Lent, Stewart, Satterfield, Dorman and Jones.

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Motion passed.

### PETITION AND PUBLIC INPUT

#### CHANGES TO AGENDA

#### PUBLIC HEARING (Open 7:00 p.m. Closed 7:15 p.m.)

- A. Liquor License-Change of location application for Cattlemen's Grill Inc-1006 High Street- Steven Lopez.

After presentation from Mr. Lopez and discussion regarding off street parking, the application it was put to a vote.

**MOTION:** Trustee Lent motioned to approve application; seconded by Trustee Satterfield.

**ROLL CALL: Yes- Stricklan, Lent, Stewart, Dorman and Satterfield.**

**Abstained: Jones**

**Motion passed.**

**MAYOR AND COMMITTEE REPORTS/None.**

**REPORTS FROM OFFICERS**

**A. Town Manager**

Lance updated the Board on projects, including the bridge painting, Shaw's mobile home, beaver cause flooding at the pump station and negotiations with DeBeque for the sale of the lawn mower and possible MOU for shared law enforcement.

**B. Financial Report**

Lance indicated that the budget was progressing and that the audited year end balances have been included. The Town ended up 2011 in a strong position and 2012 has seen reserves grown in all funds. The Town should end the year with a budget surplus.

**C. Board of Park Manager**

Tammy Clark updated the BOT on the BOPM.

- Edited sign policy.
  - Looking at electrical estimates for the Rodeo Arena.
  - Would like new speakers for the grandstand.
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**MOTION: Trustee Lent motioned to waive the fee for the Lions Club use of the auditorium; seconded by Trustee Stewart.**

**ROLL CALL: Yes-Stricklan, Lent, Stewart, Dorman, Satterfield and Jones.**

**Motion passed.**

**OLD BUSINESS**

None.

**NEW BUSINESS**

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**A. Consideration of request to change the No parking regulation on North Orchard Ave to No parking on one side. Larry Hanna.**

Larry Hanna made presentations showing a diagram of the street. He expressed his discontent with the No parking regulation. He said that no one had ever complained in the past about the parking on Orchard Ave. He requested that the BOT change No parking to the east side of the street only.

Rick Lucas does not mind the No parking on the street on the east side near his property. He said the sign could be placed on the structure.

Trustee Satterfield stated that the dumpster and the truck at the end of the street should have to be moved as well.

Mrs. McKey is quite satisfied with the present situation. She likes that the kids can play in the street unhampered by vehicles.

Louis McKey stated that he has the only house on the back side of Orchard and that he wants the signs left there.

Ami Hightower stated that people still park in the street.

After considerable discussion the BOT felt that the issue should not involve the Town and even though there was restricted parking on the other streets, this issue did not warrant restrained parking.

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**MOTION: Trustee Satterfield motioned to remove the signs; seconded by Trustee Stricklan.**

**ROLL CALL: Yes- Stricklan, Lent, Stewart, Dorman, Satterfield and Jones.**

**Abstained: Stewart.**

**Motion passed.**

**B. Discussion on snowbird water/sewer rates & 2<sup>nd</sup> water tap-John Blady.**

John Blady stated that the snowbirds need a break and shouldn't have to pay for services they don't use. He would like a rate relief for himself and others that leave Town for the winter. Lance rebutted with an informative review of how rates are established and that the enterprise funds incur expenses year round regardless if anyone uses them. Lance offered to look into what other communities do in regards to this matter.

John stated that he was granted a second water tap for free when his water line was installed years ago at 521 Spring Street. Lance indicated that he had researched the matter and could not find any record of such an offer. John mentioned that he was never able to locate anything proving his position either. The Board offered to look into the issues further.

**C. Discussion on disposition of Shaw mobile home/none.**

It was related to the BOT that the structure was being moved.

**D. Action and disposition of F150- Trent Hooper.**

**MOTION:** Trustee Dorman motioned to accept the only bid on the truck for \$626.00; seconded by Trustee Satterfield.

**ROLL CALL:** Yes-Stricklan, Stewart, Dorman, Satterfield and Jones.

**No:** Lent.

**Motion Passed.**

**E. Jeff Wendland presentation of 2011 Audit.**

Jeff Wendland explained why we conduct an audit. Tests are performed on financial statements for compliance with accepted accounting principles. Jeff indicated that the Town had achieved a surplus in 2011 and complimented the BOT that the enterprise funds are in the black. Mr. Wendland submitted a letter of internal control with findings that the Town is following all accepted practices.

**F. Request to purchase meetings CD recorder.**

Trustee Satterfield wanted to try out the CD recorder first and if it improves the quality of the recordings then we will purchase it. Lance will speak with Travis from Spectrum Sound design.

**G. Request to purchase jackets with Town logo.**

Jackets for Town Hall staff will be purchased..

**APPROVE EXPENDITURES**

**MOTION:** Trustee Satterfield motioned to approve expenditures from September 5, 2012 through October 9, 2012; seconded by Trustee Dorman.

**ROLL CALL:** Yes-Stricklan, Lent, Stewart, Dorman, Satterfield and Jones.

Motion passed.

**ANNOUNCEMENTS**

None.

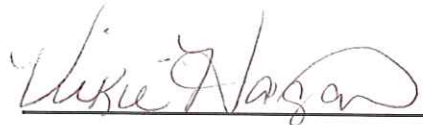
**ADJOURNMENT**

**MOTION:** Trustee Lent motioned to adjourn the meeting; seconded by Trustee Satterfield.

**ROLL CALL:** Yes- Stricklan, Lent, Stewart, Dorman, Satterfield and Jones.

Motion passed.

  
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Approved

Attest

