

Collbran Board of Trustees Meeting Minutes

Tuesday, May 7, 2013

Regular Meeting

7:00 PM Collbran Town Hall

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

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

ABSENT: none.

OTHERS PRESENT: Jim Neu, Town Attorney, Davis Farrar, Town Administrator, Adam Appelhanz, Marshall; Tammy Clark, Trevor Brown, Ken Likely, Daniel Weekly.

MINUTES OF MEETING APPROVAL

Mayor Jones asked if there were any corrections to the minutes. Trustee Stricklan noted that there should be a correction to Section C which was a reference to \$1,500 for the Fourth of July rodeo.

MOTION: Trustee Satterfield motion to approve the minutes from April 2, 2013 with the corrections noted by Trustee Stricklan; seconded by Trustee Dorman.

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

Motion passed.

PETITIONS AND PUBLIC INPUT - None

CHANGES TO AGENDA – None

PUBLIC HEARING

Mayor Jones opened the hearing on an application from Plateau Valley Heritage Days beer garden and concert. Ms. Tammy Clark presented the application on the half of the applicant. She noted that the beer garden was going to be located at the rodeo grounds. She presented a map of the beer garden identifying the controlled area within which beer would be served.

Mayor Jones asked for public comment and there was none.

The Mayor closed the public hearing.

MOTION: Trustee Stewart motioned to approve the special event permit application as presented; seconded by Trustee Stricklan.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

MAYOR AND COMMITTEE REPORTS - None.

REPORTS FROM OFFICERS

Town Administrator- Administrator Farrar asked to present his updates during the Trustee/Administrator work session.

Financial Report - Discussion took place about the expenditures in the Marshal's Department for vehicle repairs. It was noted that the postage line items in several areas were above expectations for the first quarter of the year.

Board of Park Managers - There was no discussion.

OLD BUSINESS - There was no old business. Administrator Farrar noted that the staff was looking to streamline the Trustee's agenda to make it more user-friendly and to eliminate items for which there were no discussion topics. The streamlined agenda format will be presented to and discussed with the Trustees at a future meeting.

NEW BUSINESS –

Request place granite picnic table in Gandy Park. Mr. Kenneth Likely appeared before the Trustees to request approval to place a granite table with benches in Gandy Park. The benches would be engraved with the birthdates of Mr. and Mrs. Likely and at a future time, the dates of their deaths. The other bench would be engraved with the names of their three daughters. Mr. Likely stated that he would pay the costs of purchase and installation of the table and supporting base which would be concrete or marble. He represented that the cost of all the items would be approximately \$10,000. He requested that the town relocate any water lines that might be under the proposed table location. Administrator Farrar recommended that Mr. Likely work with the public works department to identify the best location for the table and benches. The Trustees thanked Mr. Likely for his generous donation to the town.

MOTION: Trustee Stricklan motioned to approve placing the granite table and benches in Gandy Park; seconded by Trustee Stewart.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

Request to use town van for youth football. Mr. Dave Bristol included a written request in the trustee packet to use the Collbran town van for youth football in the fall. Mr. Bristol was not present at the meeting. The Board discussed the request and raised the issue of payment for fuel and verification that the van driver had a clean driving record and proper drivers license. Administrator Farrar indicated that the town would be sure that the insurance and license issues would be addressed with the users and the town's insurance carrier CIRSA.

MOTION: Trustee Satterfield motioned to approve use of the van for youth football with the condition that the users pay for all fuel used, that drivers were properly licensed and town insurance concerns were addressed; seconded by Trustee Stricklan.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

Discussion about Fourth of July fireworks. Administrator Farrar explained that the town had a \$6,500 credit with the fireworks display company that was carried over from 2012 because the fireworks had been canceled due to high fire danger. Mr. Farrar asked the board whether they wish to increase the

allocation of dollars to the fireworks for 2013. After discussion, the board decided that they would stay with the existing \$6,500 credit and take \$3,000 from the 2013 budget with \$1,500 to go to the band and \$1,500 to go to the Collbran Rodeo.

MOTION: Trustee Stricklan motioned to approve \$1,500 of the 2013 fireworks funds to be allocated to the Fourth of July band and \$1,500 to be allocated to the Collbran Rodeo; seconded by Trustee Dorman.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

Satterfield property pin replacement. Trustee Satterfield introduced the item and because of his position on the board and the fact that the property question was his, he recused himself from voting. It was explained that a number of years ago during construction of a water line adjacent to the Satterfield property one of the property corners was removed and not replaced. Mr. Satterfield explained that he anticipated the cost of replacing the property corner to be \$100 or \$250, but when he contacted a surveyor the estimated cost was \$500. Mr. Satterfield noted that he was willing to pay the lesser amount, but when the price was estimated at \$500 he felt it was an obligation of the town to replace the property corner pin. The Trustees agreed that the town should pay for the cost of the property corner pin replacement.

MOTION: Trustee Stricklan motioned to approve paying the cost of replacing the property corner pin; seconded by Trustee Stewart.

NON-ROLL CALL VOTE: 4 yes votes, 0 no votes. Trustee Satterfield abstained from voting.

Motion passed.

Discussion about dogs in parks and posting signs. Administrator Farrar introduced this item and explained that the town received complaints about dogs off leashes, dog's interfering with organized athletic events and owners not cleaning up after their dogs. Marshall Appelhanz also recounted incidents with dogs interfering with youth athletic events and intimidating members of the public. Administrator Farrar noted that pursuant to Section 14.0 9.070 in the municipal code he made a written trustee request to approve rules that require dogs to be leashed and not just under voice control, a prohibition of dogs in parks where posted and a requirement that owners clean up after their dogs. The Trustees agreed with administrator Farrar's proposal to post signs and added that dogs be prohibited in parks during athletic events and at the town rodeo grounds. Administrator Farrar would work with Marshall Appelhanz and public works to post the appropriate signs in the appropriate locations.

MOTION: Trustee Satterfield motioned to approve posting of signs in parks prohibiting dogs during athletic events, at the rodeo grounds, requiring dogs to be on leashes in parks (excluding service dogs) and requiring owners to clean up after their pets; seconded by Trustee Stricklan.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

Board packet discussion. Trustee Dorman requested that this item be placed on the agenda. She noted that it is her preference to receive the packet electronically by email. The Trustees discussed the proposal and with the exception of Trustee Dorman, they would like to continue receiving hardcopy agenda packets, but that the staff could also send them by email. Trustee Dorman requested email packets only. The board also requested that packets go out on Thursday instead of Friday. This would give them additional opportunity to review the materials. The Trustees agreed to this approach and no formal vote was taken.

APPROVE EXPENDITURES.

MOTION: Trustee Satterfield motioned to approve expenditures from April 3, 2013 through May 7, 2013; seconded by Trustee Dorman.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.

ANNOUNCEMENTS.

Marshall Appelhanz told the Board that a local World War II veteran recently passed away and he had a display of metals and other items from his service. He asked the Trustees whether it would be okay to display these items in Town Hall if they were available from the estate. The Trustees agreed that if these items were available would be appropriate to display them in Town Hall.

ADJOURNMENT.

MOTION: Trustee Satterfield motioned to adjourn the meeting at 8:45 PM; seconded by Trustee Stewart.

NON-ROLL CALL VOTE: 5 yes votes, 0 no votes.

Motion passed.