

**Collbran Board of Trustees Meeting Minutes**  
**Thursday, October 7, 2014**  
**Regular Meeting**  
**7:00 PM Collbran Town Hall**

The Regular Meeting of the Collbran Board of Trustees was called to order at 7:00 P.M. by Mayor Jones. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Trustees Dorman, Entwistle, Sturm, Schowalter, and Mayor Jones.

**ABSENT:** none

**OTHERS PRESENT:** Administrator Farrar, Treasurer/Clerk Phillips, Marshal Appelhanz, Tammy Clark, Margaret Eversole, Sylvia Spangler, Emily, and Sutter.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Entwistle moved to approve the minutes from the Regular Meeting on September 4, 2014; seconded by Trustee Dorman.

**ROLL CALL VOTE:** 5 Yes votes – Entwistle, Sturm, Schowalter, Dorman, and Jones. 0 No votes. Motion passed.

**PERSONS PRESENT NOT ON AGENDA**

Emily and Sutter of the Plateau Valley School Robotics Team spoke about the Haunted Auditorium fundraiser that they had conducted in 2013. They want to reserve the Collbran Auditorium from October 24 through November 1 to set up, conduct, and clean up the Haunted Auditorium event again this year. The event takes place October 30 and 31 from 5pm to 9pm. The Robotics Team said this fundraiser is helpful to them, and it gives the community something fun and safe to do for Halloween. They encouraged businesses on Main Street to stay open during the event. The Robotics Team asked if the Auditorium rental fee could be waived as well as the damage deposit. Admin. Farrar spoke highly of the Haunted Auditorium event conducted last year and looked forward to this year's event. He mentioned that recently other school-affiliated groups have rented the Auditorium and were required to pay the damage and key deposit (returned after the event). He recommended that to be fair, the deposit should not be waived. The Board concurred and they waived the rental fee charge, but not the damage and key deposits. Admin. Farrar suggested to the Robotics team members to speak with the Main Street businesses to encourage them to remain open on the evenings of October 30 and 31.

**COLLBRAN LIONS CLUB DONATION TO COLLBRAN AUDITORIUM**

Rick "Grumpy" Smith of the Collbran Lions Club said they use the Collbran Auditorium two or three times a year. The electric system inside the Auditorium is not adequate for their events because the capacity is very limited. The Lions Club considered purchase of a 6,000-8,000 watt generator to donate to the Town along with a weather-proof enclosure outside of the Auditorium to house the generator.

Collbran public works said they had a generator they could be used as a temporary solution and would not require a new purchase. Sylvia Spangler with Plateau Valley Association said they also want to upgrade the Auditorium. Mr. Smith said he received bids for upgrading the electrical system in the amount of \$13,000 and \$10,000. He noted that other local organizations are willing to help with the costs. Mr. Smith asked the Board if it was okay to pursue this project, but doesn't know how much they might ask from Collbran until they know how much funding local organizations can generate. The Board agreed by consensus that the Lions Club further investigate local funding and then come back to the Board about financial assistance.

### **ARENA COMMITTEE MEETING NOTES & AGENDA**

Members of the Arena Committee appeared before the Trustees to discuss the issue of keys and other topics. Trustee Schowalter proposed that the subject of keys for the Arena Committee be addressed and resolved and that she felt the Committee needed to have their own set of keys. Mayor Jones proposed that during this "slow period" all the parties need to take time to discuss and consider these issues, but right now the Trustees are dealing with the budget and that is consuming most of their time. He proposed scheduling a workshop targeted towards the end of the year for this purpose. He also noted that the "User Guide" for the arena needs to be updated. Trustee Entwistle inquired about what the user guide says about keys. There was a brief review of the time frames in the "User Guide" for issuing keys and returning keys. Mayor Jones proposed that these details be worked through at the workshop. Trustee Schowalter suggested a November date for a workshop. Mayor Jones again underscored the importance of focusing on the budget and that there was time to work through the Arena Committee issues without rushing through them. Arena Committee President Tammy Clark said there are two separate issues; 1) revising the user guide and 2) addressing whether the Committee can get keys. She noted that there are two pending resignations over the key question and wanted to see that resolved. Trustee Sturm questioned why the issue of keys needed to be addressed right now. Trustee Entwistle said the matter of keys needed to be addressed because of the pending resignations. Both Trustees Sturm and Dorman noted that the process was not clearly defined about when and how Arena Committee appointments were to be made. Mayor Jones and Trustee Sturm underscored the need for a workshop to address these details. Mayor Jones noted that he did not want to be pressured by the threat of resignations but rather wanted to carefully work through the issues. If resignations are on the table, then that is a personal choice for those individuals. In addition, he noted that the Trustees would be looking comprehensively at all Town facilities and determine the best course of action. He felt it was important not to take a "Band-Aid" approach, but to do this properly. He said that the budget is the Trustees' most important priority at this time. He emphasized that this should not be a "tug-of-war" but that whatever rules were developed need to work for everyone and the Trustees needed to have input in order to make a good decision.

Sylvia Spangler from the Plateau Valley Association asked for clarification about whether there were separate committees for parks and for the arena because the name "Board of Park Managers" was confusing. Trustee Dorman explained that the Arena Committee and the Board of Park Managers are the same group. The name Arena Committee was recently developed to minimize this confusion. Admin. Farrar noted that committees are recommending bodies to the Trustees and the Trustees make all final decisions. Ms. Spangler said that similar to the rodeo arena, the Auditorium was deeded to the Town, but the Plateau Valley Association was given stewardship of the facility. A similar formal committee appointment process and set of rules for that location needs to be developed. Mayor Jones said her

comment underscores what the Trustees are currently attempting to address; that rules are developed for facilities and apply equally to all groups or users. Sylvia urged the Trustees to complete this process as soon as possible. Mayor Jones stated that a workshop is the best way to work these items out and to come up with an acceptable set of rules under which everyone is treated the same. The Town and the Arena Committee need to work this out during this slow period and to act responsibly and equitably. Admin. Farrar stated that many communities have language in their municipal codes that spell out what committees exist and how appointments are made. He suggested that Collbran include similar language in their municipal code. Mayor Jones said the Town needs a consistent policy to ensure equity. All this work can be addressed after the budget is completed in December. Trustee Schowalter requested that specific scheduling be discussed and a workshop be set after budget adoption in December. After further discussion, there was a general consensus among the Board that December 9 would be a good date for the workshop and it also coincides with notification from GOCO about the Town's arena master plan grant. The workshop will focus on the Arena Committee, but the Trustees can also consider other committees and appointments because the process is likely to be similar. Trustee Sturm again emphasized the importance that everyone should operate under the same rules. Admin. Farrar proposed putting together draft committee appointment language for consideration in the municipal code and will bring this information back to the Trustees. He said that the Arena Committee appointments earlier this year were brought to the Trustees because the process was unclear and appointments needed to be considered. Trustee Dorman inquired about whether issuance of keys to various committee members would be part of the language in the municipal code. Admin. Farrar said that the code language would address the larger issue of committee formation, appointment, makeup of the committee, etc. but details such as who gets keys would have to be addressed in separate detailed rules proposed by the Committee and presented to the Trustees for adoption. Admin. Farrar recapped the Board's consensus to have a workshop on December 9 at 6:00 PM to focus primarily on the arena but with the possibility of some discussion on the Auditorium. Mayor Jones again emphasized the fact that the rules develop should be consistent for all parties and should carry through even as members of committees change. The workshop will be scheduled for 6:00 PM on December 9, 2014.

## **STAFF REPORTS**

### **Town Administrator**

Admin. Farrar said that he met with the Nichols and Hawkins families to discuss the idea of an interpretive center about the West Salt Creek Landslide as a way to offer information to the public. The families' first priority is a memorial site for those that lost their lives in the landslide. A memorial site near Clover Cemetery was discussed due to its proximity to the landslide area. One of the family members said he was impressed with the memorial in Glenwood Springs constructed to honor the firefighters lost in the South Canyon event. The families suggested constructing an outdoor interpretive site about the slide in a Collbran park explaining the geology and what caused the landslide. An interpretive site would be available to the public year-round.

Admin. Farrar inform the Board that Mesa County Commissioner Rose Pugliese made a visit to Collbran during their road and bridge tour. Admin. Farrar said Commissioner Pugliese met with the local Economic Development Committee to discuss activities in this end of county. Admin. Farrar said they toured around Collbran and had lunch at Town Hall. He noted that these events are important to maintain

two-way communication Mesa County. As a result of that meeting, Mr. Farrar proposed that the town invite all of the Mesa County Commissioners to a field tour of County Road 330 East (Silt Cutoff) to view the road and discuss possible future upgrades to an all-weather driving surface. The event was scheduled and was to be attended by all of the commissioners and their key staff. Unfortunately, that trip had to be cancelled due to rain. Another tour will be scheduled when weather allows.

Admin. Farrar mentioned that the students working on the University of Colorado, Denver downtown designs for Collbran will have a final version in the next few weeks of their master plan for review and input by community members. It is proposed that the Trustees will consider adoption of the plan at the December Meeting.

Admin. Farrar noted that David Ludham from the Western Slope Oil and Gas Association encouraged the Trustees to attend a meeting in Rifle to offer input on successful cooperative solutions between local governments and the oil and gas industry as opposed to legislative actions. The final date of that meeting has not yet been scheduled.

### **Town Marshal**

Marshal Appelhanz mentioned that the fence for the 911 Communication Tower has been built. Admin. Farrar and Mayor Jones expressed their disappointment that the tower has not been built yet. The Board briefly discussed the topic.

### **APPROVE EXPENDITURES**

Mayor Jones mentioned that the accounts payable cover the period of August 6, 2014 through September 4, 2014. He said that some questions from the Trustees have already been answered previously by Treasurer/Clerk Phillips.

**MOTION: Trustee Entwistle moved to approve the expenditures for the Town of Collbran from September 5, 2014 through October 7, 2014; seconded by Trustee Sturm.**

**ROLL CALL VOTE: 5 Yes votes – Sturm, Schowalter, Dorman, Entwistle, and Jones. 0 No votes. Motion passed.**

### **ADJOURN**

**MOTION: By consensus, the Board of Trustees moved to adjourn the Regular Meeting.**

**NON-ROLL CALL VOTE: 5 Yes votes – Schowalter, Dorman, Entwistle, Sturm, and Jones. 0 No votes. Motion passed.**

The Regular Meeting adjourned at 8:00 P.M.