

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

July 10, 2015

1. Those present were Mayor Wendell Koontz, Mayor Pro-Tem Carrie Wingfield, Dustyn Foster, Larry Jakubiak, Lindee Cantrell, Tom Wills and Jim Roberts.
2. Mayor Wendell Koontz called the meeting to order at 6:30 p.m. Mayor Pro-Tem Carrie Wingfield read a quote from Thomas Jefferson and Mayor Wendell Koontz read a quote from Dwight Eisenhower.
3. Those present recited the Pledge of Allegiance.
4. Minutes for June 9, 2015 and June 22, 2015.
No changes were made to the minutes for either meeting.
Larry Jakubiak moved to accept the minutes of both meetings as read, Carrie Wingfield seconded, the motion passed with all in favor.
5. Public Hearing-213 E Main Street, Wiggins Variance Request
Mayor Koontz opened the Public Hearing at 6:33 p.m. Leonard Wiggins stated that they would like to place a second trailer on the property at 213 E Main Street. Mr. Wiggins also stated that he is at least two years out on making any improvements or changes to this property and would like to postpone the decision on the trailer until at least next year. Mr. Wiggins would like to wait until he gets the first trailer fixed up before coming before the Board again for a decision. Attorney Nerlin told Mr. Wiggins that the variance request would have to mirror the plan that was originally submitted.
Mayor Koontz closed the Public Hearing at 6:41 p.m. and told Mr. Wiggins that we could revisit the request next summer.
6. Pete Blair-Audit Report for 2014
Pete Blair from Blair and Associates addressed the Board concerning the Financial Audit for the year 2014. Mr. Blair started with the letter to the Board that explained the process and how the Town is a business that is on a cash basis. The audit creates adjustments to put the audit on an accrual basis as required by the state. He also included a letter to summarize the audit report. Mr. Blair explained the graphs provided in the audit report. The Town needs a Depreciation Schedule. Mr. Blair also noted that the Sewer Line Replacement Project will require a single audit next year.
The Town of Hotchkiss currently has two years of expenditures in the General Fund as opposed to many towns that only have six months to a year of expenditures. Mr. Blair noted that paying off the Bank of the West loan was a good move for the Town. All of the enterprise funds, (Water, Sewer and Trash) are healthy and the Town does not have a lot of debt. Overall, the Town is in great shape thanks to the good budgeting and conservative spending. The report was very positive. Mayor Koontz asked if there were any risk areas and Mr. Blair said that he did not see any. Mr. Blair will send PDF's of the audit to the Town Clerk for distribution to any interested parties and there will be a copy at the Town Hall that is open for inspection.
7. Street Closure-Church of Art
Mary Hockenbery stated that she would like to close the street from the alley to Main Street on August 14th for her second Friday opening. Mary would like to have some food trucks and maybe a face painter and music. She will be celebrating her two year anniversary in the Church of Art. She will not be charging the vendors to set up and would like to make the second Friday openings a little more lively. Mary stated that she would like to start doing this once or twice a year.
Carrie Wingfield moved to approve the street closure from the alley to Main Street at the Church of Art on August 14th from 5:30 p.m. to 9:30 p.m. Jim Roberts seconded and the motion passed with all in favor.
8. Easement Change Discussion-Marley Duclo
Mr. Duclo was not present at the meeting.

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9. DMEA-Street Light Discussion
The Board of Trustees discussed the possibility of changing all of the street lights in the Town to LED lights. Larry Jakubiak said that he talked to Crawford and they said that their bill has been cut in half due to the changes that they made to LED. Public Works Director, Mike Owens, stated that he thought it was worth the investment and he thought all of them should be done. Carrie Wingfield stated that she would like them up in Willow Heights because the current street lights are terrible. Carrie also stated that she would help Mike figure out where to place the different wattages around Town.
Tom Wills moved that Mike Owens contact DMEA to replace the current street lights in Town with LED lights at the price that they have given the Town. Dustyn Foster seconded the motion and it passed with all in favor.
10. North Fork Valley Creative Coalition Update
Mayor Koontz reminded everyone that the Celebrate the Fork fundraiser will be held August 29, 2015 at the Heritage Hall in Hotchkiss. Tickets are currently available, contact Dave Mitchell for more information.
11. Enhancement Trails Project Update
Engineer, Joanne Fagan, Public Works Director, Mike Owens and Mayor Koontz met with CDOT and the County representative, Robbie LeValley, concerning the Grant money that the Town received from CDOT. There is a proposal due to CDOT next Wednesday for the project. The recommendation is to give CDOT back the funds and work with the County and the School District to make a walkway on Bulldog Avenue from the High School to the recreation center. CDOT said that there is no stigma attached to returning the money and we will still be eligible for further grants.
Larry Jakubiak made a motion to return the CDOT funds in the amount of \$456,000 back to CDOT. Carrie Wingfield seconded the motion and it passed with all in favor.
12. Town Engineer Report
Combined with Sanitation Line Upgrade Report
13. Sanitation Line Upgrade Report
Engineer Fagan reported that the Health Department wanted some more information and items completed before the awarding of the bid on the Effluent Line Replacement Project. The area also needs to be signed so that the public is aware that the discharge line will be moved. Engineer Fagan said that we will hold the bid for at least 90 days.
Engineer Fagan also reported that the Sewer Replacement Line Project can use Health Department funds. Engineer Fagan has talked to Williams Construction, whom is the lowest bidder on the project, about adding some more manholes and a seep line on Pinon Avenue. Williams added an additional amount onto his bid for this work and would like to have an additional 30 to 45 days added to the project also. Williams Construction would also like to wait until after Labor Day to start and feels that it will not be a problem to work throughout the winter. A concern that Engineer Fagan has is that the addition to the bid was almost double for similar work that he would already be doing. Williams Construction said that in the bid he spread the cost of his overhead out over the duration of the project. The addition of the money needed to cover his overhead as well and that is why it came in so much higher. DOLA said that they would work with the Town and the Town may not have to do as much seep line but they still need to take a look at that.
Dustyn Foster moved to award the bid to Williams Construction not to exceed the amount of \$1,025,000. Larry Jakubiak seconded the motion and it passed with all in favor.
Lindee Cantrell moved to approve a loan not to exceed \$700,000 from CRWPDA. Carrie Wingfield seconded the motion and it passed with all in favor.
14. BLM Resource Management Plan Update
Mayor Koontz said that the report should be available in September of this year.

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15. **Downtown Improvements Discussion**
Mary Hockenbery said that the next meeting of the Downtown Improvement Committee is July 15th at 8:30 a.m. at the Coal Train Coffee House. The committee will be discussing having a float in the Fair parade as well as the parking issue in Town. The flower thefts have stopped and Mary also wanted to thank Lost Mesa Farms for donating more flowers to cover the losses.
16. **Delta County Housing Task Force Update**
Larry Jakubiak reported that no meeting was held.
17. **Hotchkiss Planning Commission Update**
Tom Wills reported that the Planning Commission reviewed the Water Tap Regulation Ordinance and a draft has been submitted to Attorney Nerlin. They have also looked into the Mobile Home regulations and are looking into updating the placement of trailers within Town to no older than 10 years.
Mary Hockenbery is working on getting some park use regulation examples.
Tom also provided a memo regarding the parking ordinance and said that he thinks something eventually needs to be done with the current ordinance. The planning commission is also going to talk to the Hotchkiss Chamber to work together at coming up with a solution.
18. **Leroux Creek Planning Update**
No meeting was held.
19. **Five Minute Public Appearance**
Lindee Cantrell expressed concern about 7th Street and Bridge Street near Zack's. She has witnessed many near accidents in that area and is worried someone will be seriously injured. Tom Wills thanked the Town for the flowers that were sent to Jane after she fell and broke her hip. He also thanked Marshal Dan Miller and the ambulance crew for the care that Jane received. She should be home next week.
Mary Hockenbery said that Tom was in need of more materials to make the wood flowers that will be in the pots to decorate Bridge Street in the winter.
Marshal Dan Miller requested that the Board write a letter of support for the North Fork Ambulance Association for a grant request. The grant will fund the EMTI certification course that will help the Ambulance provide an even higher level of care. The class costs \$2500- \$3000 and is a six month course.
Carrie Wingfield moved that the Trustees send a letter of support to the North Fork Ambulance Association. Lindee Cantrell seconded the motion and it passed with all in favor.
20. **Department Reports**
Marshal Miller stated that the Ride the Rockies bicycle tour went well. There were a couple of incidents of riders thinking that they might be having a heart attack. Marshal Miller also reported that the Colorado Bike Tour also went smoothly except for them hooking up to the Town fire hydrants and taking water. Mayor Koontz complimented the Marshal and the Deputies on a great job. There were no further questions for Marshal Miller.
Public Works Director, Mike Owens, stated that after the Ride the Rockies group left Town, the water was discolored. Mike said that usually happens when a fire hydrant gets opened. The water cleared up after a couple of days. Mike also reported that beginning next week, the Public Works crew will be working on sidewalk on Bridge Street in front of Duckworks and the Trout Store. Mike also noted that in September, Beep West Paging will no longer be in business. He is looking into a new system that can be used to let the Public Works crew stay connected to the 16 alarms at the water plant and the alarm at the waste water plant. There were no further questions for Mike.
21. **Hotchkiss Chamber Update**
No update given.
22. **Mayor Report**

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22. (cont.) The Mosquito Abatement District approached Mayor Koontz about filling in the sewer ponds at the old location. They told Mayor Koontz that it very expensive to treat the area and filling in the ponds would help. Before the Fair and before school resumes the Mosquito District will treat the areas.
The Board of Trustees training was tentatively scheduled for September 29 at 6:00 p.m. The date will be revisited during the August meeting.
Mayor Koontz asked for input about the Board of Trustees having a float in the Fair parade on August 8th at 10:00 a.m. There were no comments for or against this idea.
23. Town Clerk Report
None given.
24. Upcoming Events/Schedule
Crawford Town Hall Grand Opening July 24th from 2-5 p.m.
Hotchkiss Creamery and Church of Art openings July 10th
Fair the first week of August
Celebrate the Fork August 29th
25. New Business
None
26. Consideration of Bills
Lindee Cantrell moved to pay all of the bills. Carrie Wingfield seconded the motion and it passed with all in favor.
27. Adjournment
Lindee Cantrell moved to adjourn the meeting at 8:18 p.m. Carrie Wingfield seconded the motion and it passed with all in favor.

Respectfully submitted,
Ginger R. Redden, Deputy Town Clerk