

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

September 8, 2016

1. Mayor Wendell Koontz called the meeting to order at 6:30 p.m. Those present were Mary Hockenbery, John Marta, Jim Roberts, Larry Jakubiak, Tom Wills and Lindee Cantrell. Mayor Koontz read two quotes from Thomas Jefferson and thanked Mayor Pro Tem Larry Jakubiak for filling in for him at the August meeting.
2. Those present recited the Pledge of Allegiance.
3. Minutes August 18, 2016
Tom Wills noted that in #5, The West Elk Loop Scenic and Historical Byway Brochure Funding request, line 6 and 7 that it should be the Hotchkiss Sheep Camp Stock Dog Trials. Tom also said that in #20 there has been a request for possible questions to put on the Master Plan Survey that will be sent out. Tom said that in #21 Mary attended the Downtown Colorado Inc. Summit and in #19 the company is the PALL Company not PAUL.
Larry Jakubiak moved to approve the minutes for August 18, 2016 with the noted changes. Tom Wills seconded and the motion passed with all in favor.
Mayor Koontz said at this time there are a couple of changes to the agenda. One is to add item 8.5 to open sealed bids for vehicles that the Public Works Department put out for bid. The second is that Resolution 2016-03 is for the Hotchkiss Volunteer Fire Department, not the North Fork Ambulance Association.
4. Public Hearing-Delta County Memorial Hospital Variance Requests
The Public Hearing was opened at 6:35 p.m. Tom Chamberlain represented the Delta County Memorial Hospital (DCMH) to ask for a couple of Variances. One request is a parking code variance to only have the amount of spaces required by counting the square footage on the main floor. The top floor will be for storage and the placement of a mechanical room. Currently DCMH has 48 spaces planned but would need to have 54 if the upper level is included.
The second request from DCMH is that the Town allow the placement of a monument sign for the DCMH building in the Town right of way. Insurance will be provided and DCMH knows that if anything comes up the Town reserves the right to move the sign as needed. Visibility of the sign is an important factor to make the building easier for people to find.
Public Works Director Mike Owens said that his only concern is the visibility of traffic coming out of the parking lot. Tom Chamberlain said that the only visibility concern will be with the big trucks parking along the curb on Hotchkiss Avenue.
Tom Wills asked how big the sign would be and Tom Chamberlain said that it will be four to five feet tall.
Hearing no public comment, the public hearing was closed at 6:44 p.m.
Tom Wills said that the Planning Commission recommended approval of both of the requests and the information is in the Planning Meeting minutes.
John Marta moved to approve the DCMH parking variance request to allow 48 parking spaces using only the main floor square footage instead of the 54 that would be required by using the total square footage of the building. Larry Jakubiak seconded and the motion passed with all in favor.
Tom Wills moved to approve the sign variance request with the proper insurance provided and with DCMH knowing that the Town reserves the right to move the sign if a problem arises with its location. Larry Jakubiak seconded and the motion passed with all in favor.
5. Hillman House Request for Waiving of Town Fees Discussion
Celeste Waske represented the Hillman House Trust to ask for a donation, waiving of fees or a payment plan for the building permit and for the water and sewer taps needed for the Hillman House. Mike Hillman was hurt in a tree cutting accident that left him a quadriplegic and he will be released from the hospital to come home on November 3.
Larry Jakubiak reminded the Board and told Mayor Koontz about the discussion last month. After several minutes of discussion and questions Larry Jakubiak moved that Attorney Nerlin put together a security and two year payment plan for the Hillman House Trust to purchase the water and sewer taps for the home. Jim Roberts seconded the motion and it passed with all in favor.
Larry Jakubiak moved to waive 20% of the Building Permit Fee, (the Town's portion) leaving the Hillman House Trust to pay the 80% that will cover the costs of the Building Inspector. Tom Wills seconded and the motion passed with all in favor.

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6. Roger's Mesa Domestic Water Users Association Website Discussion
Cassandra Shenk represented the Roger's Mesa Domestic Water Users Association to ask the Town if they could pay a fee and use the Town website in the event that a water emergency happened. Cassandra is the Certified Operator for the Roger's Mesa Domestic Water and says that she is not computer savy and worries that if something happens they will not be able to let their customers know.
After much discussion it was determined that Cassandra would set up a Facebook page for Roger's Mesa Domestic Water Users Association and the Town could put a link to it on their website. Mary Hockenbery said that she would help Cassandra set up the Facebook page.
7. Special Events Liquor License Request-Creative Coalition
Dave Mitchell represented the Creative Coalition to request a liquor license for their fundraiser at Heritage Hall on October 1st from 6:00 p.m. to 11:00 p.m. They will be emphasizing the local agriculture as well as the local artists. The only thing missing from the request is the letter from the County granting them permission to have alcohol. There is a meeting on Monday night at 6:00 p.m. that Larry Jakubiak will be attending.
Tom Wills moved to approve the Special Events Liquor License for the Creative Coalition on October 1st from the hours of 6:00 p.m. to 11:00 p.m. at Heritage Hall on the condition that the permission letter is received from the County. Jim Roberts seconded and the motion passed with all in favor.
8. Five Minute Public Appearance
None.
- 8.5 Opening of Sealed Bids for Public Works Vehicles
The two vehicles being auctioned off by Public Works are a 1994 Chevy S10 and 2004 Chevy Impala. Mayor Koontz opened three envelopes. The bids were as follows:
Autumn Lee-\$1417.00 for the Impala
\$117.00 for the S10
Rustyn Miller-\$827.00 for the Impala
Carl Miller- \$200.00 for the S10
Autumn Lee and Carl Miller will be contacted about their purchase and to pick up the vehicles.
9. North Fork Ambulance Presentation
Kathy Steckel represented the North Fork Ambulance to give a brief presentation to the Trustees. The North Fork Ambulance is run on volunteers only. A year ago three needs were identified by the North Fork Ambulance to improve their service; Better response time, Higher level of care and Financial stability. They have since sent some of their EMT's to receive more education, become more financially stable and restructured their dues. Donations have greatly helped and they have great volunteers that are willing to do whatever it takes to succeed. There are currently ambulance barns in Crawford, Paonia and Hotchkiss. Wages to hire a crew to do what the volunteers do would be over \$1,000,000. Kathy encouraged people to use Amazon Smile and their City Market cards to donate to the Ambulance as well as become a member and donate if they can. They have received some grants and are looking to apply for more.
10. Delta County Fire Protection District #4 Resolution 2016-03
Marshal Miller said that the Fire Department is looking for insurance options and has applied to CIRSA (Colorado Intergovernmental Risk Sharing Agency). In order for CIRSA to accept the application a Resolution must be passed by the Town saying that it supports the Fire District and has an intergovernmental agreement with the Fire District. Attorney Nerlin said that he has not seen similar Resolutions but is not aware of any problems either.
Mary Hockenbery moved to approve Resolution 2016-03, a Resolution consenting to participation by the Town of Hotchkiss in the Colorado Intergovernmental Risk Sharing Agency with Delta County Fire Protection District #4. Lindee Cantrell seconded and it passed with all in favor.

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11. Town Park Update
It was determined since no one was present that this item can be removed from the agenda.
12. Farm to Fiddle Update
Larry Jakubiak said that they were having a meeting tonight to discuss this year's festival and to plan for next years.
13. 2nd Reading and Possible Adoption of Ordinance 2016-03 Franchise Agreement with Black Hills Energy
Paul Ficklin represented Black Hills Energy in the event that there were any questions. Larry Jakubiak moved to approve Ordinance 2016-03, an Ordinance granting a franchise by the Town of Hotchkiss, Colorado to Black Hills Gas Distribution LLC D/B/A Black Hills Energy, its successors and assigns, to locate, build, construct, acquire, purchase, extend, maintain and operate into, within Town of Hotchkiss, Delta County, Colorado, works for the purchase, transmission and distribution of gas, either natural, artificial or mixed and to furnish, sell and distribute said gas to the Town of Hotchkiss and the inhabitants thereof, for heating, cooking or other purposes by means of pipes, mains or otherwise, under, along, across and through any and all streets other public ways and places in said Town of Hotchkiss, fixing the terms and conditions thereof and repealing Ordinance No. 1991-8. Tom Wills seconded and it passed with all in favor.
14. Revocable Encroachment Permit Process-Discussion
This has been tabled until the October meeting.
15. 2nd Reading and Possible Adoption of Ordinance 2016-04-Cross Connection
Tom Wills moved to approve Ordinance 2016-04 an Ordinance of the Town of Hotchkiss, Colorado amending Chapter 13, Section 1, Subsection 8 of the Hotchkiss Municipal Code protecting the Town Water system from the possibility of contamination or pollution by isolating within its customers internal distribution system(s) or its customers' private water system(s) such contaminants or pollutants that could backflow or back siphon into the water system. Mary Hockenbery seconded and it passed with all in favor.
16. Town Engineer Report
Engineer Fagan will address the Trustees during the Executive session.
17. BLM Resource Management Update
Comments on the update are due in November. The Town will work over the next sixty days to come up with a draft letter.
18. Downtown Improvements Discussion
Mary Hockenbery said that the Town spent \$799.97 on the flower project and the Chamber made a payment to the Town of \$400.00 to pay their share. The volunteer base is expanding and more people are willing to help out. Larry said that everything looked really good.
19. Delta County Housing Task Force
No meeting held.
20. Leroux Creek Planning Update
No meeting held.
21. Department Reports
Public Works Director Mike Owens said that the computer at the Water Plant is still having some problems. The computer runs 24 hours a day seven days a week and the PALL Company, the company the Town purchased the computer from, is proprietary meaning that the Town has to rely on them to fix anything that comes up. A local company is being looked into to purchase a computer and support from that will allow things like this to be dealt with locally rather than

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21. (cont.) long distance. Internet reception at the Water Plant is really bad so it takes a long time to do anything associated with using the internet.

Marshal Miller said that the Colorado Grand will be in Hotchkiss on September 16 from 10:30 a.m. to 1:00 p.m.
22. Hotchkiss Planning Commission Update
Tom Wills said that the minutes from the Planning meeting were in all of the Trustee packets and the Public Hearing for DCMH went well. The Planning Committee put out a press release requesting input on questions for the Master Plan Survey. The next meeting is September 28th at 6:00 p.m. at Town Hall and they are having a Public Hearing concerning the updated proposed changes to the Mobile Home Regulations. Tom also said that there is an open seat on the Planning Committee if anyone is interested.
23. Hotchkiss Chamber Update
Mary Hockenbery told the Chamber about the Downtown Colorado Inc. Summit that she attended in Paonia. The annual craft fair that the Chamber hosts every year was discussed also.
24. Mayor's Report
Mayor Koontz said that the November 10th Council meeting will be held with the Hotchkiss High School (HHS) student government here at the Town Hall. April's meeting will be held with the HHS student government at the High School. The disc golf course at the Fair Grounds is almost ready for a Grand Opening in October. Mountain Broadband Networks has requested \$50,000 from the Town and it will be discussed at the October meeting with Michelle Hayes. There will be a Work Session on Thursday, September 22nd at 5:30 p.m. to discuss a possible update to the Town of Hotchkiss Building Codes.
25. Town Clerk Report
None given.
26. Upcoming Events/Schedule
The first Friday Night Lights Game is tomorrow night at the High School
Homecoming is September 23
Tomato Festival at the Library is September 17
Colorado Grand is September 16
Celebrate the Fork is October 1
27. New Business
None
28. Possible Items for the Next Agenda
None
29. Consideration of Bills
Larry Jakubiak moved to pay all bills as presented. Mary Hockenbery seconded and it passed with all in favor.
30. Executive Session-C.R.S. 24-6-402(4)(b) C.R.S. 24-6-402 (4)(e)
At 8:23 p.m. Larry Jakubiak read the following:
I move to go into an Executive Session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy of negotiations and/or instructing negotiators, under C.R.S. Section 24-6-402. Jim Roberts seconded the motion and it passed with all in favor.

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31. Returned to open meeting.
Mayor Koontz read the following;
The time is now 8:55 p.m., and the executive session has been concluded. The participants in the executive session were; Mayor Koontz, Tom Wills, Lindee Cantrell, Larry Jakubiak, Mary Hockenbery, John Marta, Jim Roberts, Attorney Nerlin, Mike Owens, Joanne Fagan, Ron Alexander, and Ginger Redden.
For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.
Seeing none, the next agenda item is adjournment.
32. Adjournment
The meeting was adjourned at 8:56 p.m.

Respectfully Submitted,
Ginger R. Redden, Deputy Town Clerk