

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
December 15, 2020

RECORD OF PROCEEDINGS

The Regular Meeting held via zoom on Tuesday, December 15, 2020, was called to order at 6:31 p.m. by Mayor Mary Bachran, followed by the Pledge of Allegiance. Formal Video Record at: <https://www.youtube.com/watch?v=XqbFiRqADHI>

Roll Call

PRESENT
 Mayor Bachran
 Trustee Bear
 Trustee Budinger
 Trustee Knutson
 Trustee Pattison
 Trustee Johnson
 Trustee Meck

Approval of Agenda

Agenda Approval

- Motion made by Trustee Bear, Seconded by Trustee Meck and unanimously carried to table the executive session.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

- Motion made by Trustee Bear, Seconded by Trustee Knutson and unanimously carried to amend the agenda to move the executive session to the first meeting in January 2021.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Announcements

- None.

Visitors & Guest

- None

Staff Reports

Administrator's Report:

- Investigating different methods for submitting comments on agenda items to the Board of Trustees.
- Addressed the call forwarding to staff feature with Phonz Plus – This feature will be used should staff be out of the office.

- The information sign to be installed at Poulos Park by end of the year.
- COVID-19 update.
 - The administrator is evaluating ways to help businesses provided that the level of cases rises and enters into a red stage.
- The administrators' written report was included in the packet.

Public Works report:

- Update on the sanitary report – report included in the packet.
- Mapping update – JDS Hydro and SGM are working on the mapping.
- Addressed the 3 water leaks on Lamborn Mesa.
 - Leaks happened due to low temperatures in weather and faulty fittings
- Bulk water station status update – currently working on the technical functions.
- Directed public works staff to check the insulation and lids of all water meters.
- C&N sidewalks have been completed.
- Sander equipment is in repair – the mag chloride product is currently unavailable
- Rise in levels of ammonia at the sewer plant during winter –
 - Methods are being looked into to resolve the issue.
 - Trustee Bear and Meck were concerned about the elevated levels of ammonia and sludge.
 - Public Works Director Loberg explained the different methods used to clean out the sludge.

Public comment:

- Community Member Suzanne Watson was concerned about the type of mag-chloride being used on the streets.
 - Type of mag-chloride – liquid
 - Used after snow builds up on 2nd St. and Grand Ave, 3rd St. and Grand Ave, 3rd St. and Main Ave, and Apple Valley.

Police Report:

- The Police Department is fully staffed with 6 officers.
- Announced the return of Officer Vassell.
- New shifts – officers will be working 4 days / 10 hours – this consists of having more coverage early in the mornings and late at night.
- Purchase of a new vehicle will be on the agenda for January.
- Mayor announced that Chief Neil Ferguson's evaluation has been completed and will be presented on the agenda for January.

Attorney Report:

- Town Attorney's memorandum report was in the packet.
- Topics discussed were – Paonia Ditch Company, Police Department, River Bank, Colorado Code Consulting.

Disbursements

Treasurer's Report:

- Reviewed disbursements and payroll – documents were included in the packet.
- Continue to work on the 2021 budget.
- Recommended the adoption of Resolution 2020-23 & 2020-24

Disbursements Report:

Motion by Trustee Knutson and seconded by Trustee Budinger and unanimously carried to approve the disbursements as provided.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

- Trustee Pattison suggested having an annual cap with any one vendor
 - The administrator will be researching a policy establishment for this matter.

End of Year Disbursement Approval:

- Pre-authorization of payroll and disbursements for the end of the year
- Payroll and disbursement documents will be included in the packet for the first meeting in January.

Motion made by Trustee Knutson, Seconded by Trustee Budinger and unanimously carried to approve end of year payroll and disbursements.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Regular Business

Advisory Water Committee Appointments:

- Discussion ensued regarding the appointments of the new water advisory board.
- All 7 applicants' documents were included in the packet.

Motion made by Trustee Bears, Seconded by Trustee Knutson and unanimously carried to nominate Trustee Meck as the Town representative for the Water Advisory Committee.

Motion made by Trustee Knutson, Seconded by Trustee Meck and unanimously carried to nominate Thomas Markle as the in-town representative for the Water Advisory Committee.

- Trustee Pattison recused herself from voting – the nominee was her spouse.

Motion made by Trustee Knutson, Seconded by Trustee Johnson and unanimously carried to nominate Mike Drake as the out-of-town/water company representative for the Water Advisory Committee.

Motion made by Trustee Knutson, Seconded by Trustee Johnson and unanimously carried to nominate Philip Ceriani as the water company representative – ORC for the water system for the Water Advisory Committee.

Board & Staff discussion points:

- Discussion ensued upon the staff nomination for the Water Advisory Committee
 - Community member Suzanne Watson was concerned with the staff nomination.
 - The Town Attorney stated that logically it would be the Public Works Director or the Administrator.
 - Trustee Bear suggested to leave it open – Trustee Knutson was in favor.
 - Leaving it open where both staff members can represent and participate whenever one is unable to attend.

Acquisition of Snowplow Spreader:

- Discussion ensued on the purchase of new equipment that was budgeted in the 2020 budget for \$12,000.

- Public Works Director Loberg discussed the 3 options and presented them to the Board.
 - The first choice was from the Tractor Supply store for \$7,999
 - The second choice was from Varner Equipment for \$8,507
 - The third Choice was from Northern Tool & Equipment for \$7,070

Motion made by Trustee Bear, Seconded by Trustee Johnson and unanimously carried to approve the purchase of the sander spreader from Tractor Supply.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Board & Staff discussion points:

- Trustee Pattison questioned if the piece of equipment can be placed on a different truck
 - Public Works Director Loberg stated that it can be placed on a different truck.

Public Comment:

- None.

2020-22 Accepting Coordinated Election Results:

- Resolution 2020-22 accepting the results for the Back the Badge and Retail and Medical Marijuana sales within the Town limits.
- Resolution 2020-22 was included in the packet

Motion made by Trustee Budinger, Seconded by Trustee Knutson and unanimously carried to approve Resolution 2020-22.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Resolution 2020-23 Mill Levy:

- The resolution was in the packet
- Treasurer King stated that the Mill Levy is just certifying the amount to Delta County which is determining property tax revenues for the Town.

Motion made by Trustee Budinger, Seconded by Trustee Meck, and unanimously carried to approve Resolution 2020-23, Mill Levy.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Resolution 2020-24 Budget for 2021:

- Mayor Bachran stated the Board received letters from Town Administrator and Chief requesting that their salary increases be deferred at a later time.
- The administrator reiterated the only documents needed to be approved are the transmittal letter and resolution to get sent to the State.
- Comments by Suzanne Watson and Page Smith were included in the permanent packet.
- The budget book was in the packet – completed budget 2021 book be viewed on clear gov.

Motion made by Trustee Budinger, Seconded by Trustee Knutson, and unanimously carried to approve Resolution 2020-2020-24 Budget for 2021.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Resolution 2020-25 Local Disaster Declaration Extension

- Discussion ensued to extend until March 2021.
- The resolution was in the packet.

Motion by Trustee Knutson, Seconded by Trustee Budinger and unanimously carried to approve Resolution 2020-25 Local Disaster Declaration Extension until March 2021.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

GAPS – Accessory Dwelling Unit Update:

- The Governmental Affairs & Public Safety Committee presented the Board with their recommendations and summary on ADUs how it should be regulated.
- Trustee Knutson commended the committee for their work
- Trustee Bear suggested sending the draft ordinance to the Planning Committee for review.

Motion by Trustee Budinger, Seconded by Trustee Meck and carried with 5 ayes and 1 nay to direct the GAPS Committee to draft as an ordinance and bring it back to the Board for review.

Council Member	For	Against	Abstain	Absent
Trustee Bear		X		
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

- Town Attorney Nerlin stated that it was at the Board's discretion to send the draft to the Planning Commission for review first or Direct the packet materials to be reviewed by them.

Christmas Lights Judges:

- Winners will be announced at the first meeting in January.
- 1st place will receive \$75
- 2nd Place will receive \$50
- 3rd place will receive \$25

Consent Agenda

Regular Minutes:
11/10/20

Motion by Trustee Bear, Seconded by Trustee Meck and unanimously carried to approve the consent agenda as presented.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

Mayor's Report

Mayor's Report

- Announced the Christmas light judges
 - Mayor Bachran appointed Amanda Mojarro and her family
 - Attended a couple of Region 10 meeting regarding affordable housing and regional economic recovery.
 - Mayor Bachran was a panelist for the Great Lakes Community action partnership for creating small community entrepreneur eco-systems.
- Administrator updated the Board on Colorado Code Consulting
 - No response has been received from CCC regarding the discontinuation of the existing contract and the proposed revision of the contract
 - CCC is in partnership with another company.
 - Town Administrator stated while attending the administrator's meetings discussion was ensued about creating a municipal building department as one department.
 - Reached out to other communities to allow for the possibility of allowing their building inspectors to come to Paonia.
 - Setting up a meeting with the Planning Committee for 2021 to review the adoption of the 2018 building code.

Finance & Personnel report:

- Meeting December 16, 2020, at 10:00 am for check signing.

Governmental Affairs & Public Safety report:

- Met December 7th at via zoom
- Discussed Marijuana regulations and licensing
- Discussed ADUs.
- Set up a short-term rental Let's session for January 14, 2021, at 6:00 pm via zoom.
- Meeting January 11, 2020, at 3:00 pm via zoom.

Public Works-Utilities-Facilities report:

- Met December 15, 2020
- Discussed issues reported on by public works director

- Discussed the need for the community to shovel their sidewalks – add a reminder to the utility bill
- School meter installation to be completed by end of 2020
- Trustee Pattison suggested contracting someone to shovel sidewalks and bill the customer for the service.

Tree Board:

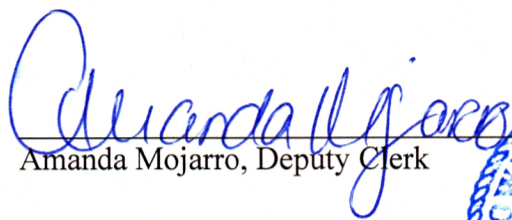
- Tree City application complete
- 2 seats will become vacant and will be on the agenda for January for re-appointment.

Executive Session

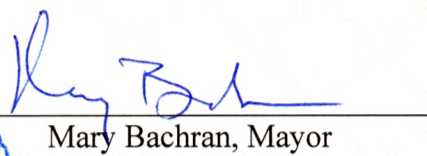
- Tabled to the first meeting in January 2021.

Adjournment

The meeting was adjourned by Mayor Bachran at 8:19 pm


Amanda Mojarro, Deputy Clerk




Mary Bachran, Mayor