

PITKIN TOWN MEETING
At the Newcomb Community Center

December 4th, 2017 at 7:00PM

MINUTES

1. **CALL TO ORDER**/Roll Call and Pledge of Allegiance - Mayor Rachel New called the meeting to order at 7:04 p.m. Trustees Brad Wick, Cory Nasso, Debbie Henley, Eddy Balch and Ralph Bush were present. Trustee Chris Nasso called in. Minutes taken by Clerk Sara Gibb.

Present/Approve minutes of the November 7th regular meeting - Clerk/Board

Motion to approve the minutes of the November 7th regular meeting made by Brad Wick. Seconded by Trustee Eddy Balch. Motion carried 5-0.

Present/Approve minutes of the November 6th and 7th work sessions– Clerk/Board

Motion to approve the minutes of the November 6th and 7th work sessions made by Trustee Eddy Balch. Seconded by Trustee Debbie Henley. Motion carried 5-0.

2. **TOWN REPORTS:**

Clerk's Report – Sara Gibb – see attached report

Treasurer's Report/Approve Disbursements – Sara Gibb/Board – Last-minute change to treasurer's report to include reimbursement to Jim McDonald for recording the Zoning Code with the county. Deductible to CIRSA has been paid but was mistakenly omitted from last month's report.

Motion to approve 12/4/2017 disbursements made by Trustee Ralph Bush. Seconded by Trustee Eddy Balch. Motion carried 5-0.

Mayor's Report – Rachel New – Due to the holiday season, the January meeting will be held on January 8th. During the public hearing at last month's meeting, there was a conflict of interest that was not verbally disclosed. Mayor New apologized for the oversight and committed to avoiding this error in the future.

Mayor New requests that constituents and council members remain quiet and respectful during meetings. As the Chair of the meeting, Mayor New will designate who has the floor. Communication between the public and the council will go through the chair. She reminded everyone that meetings are not facilitated public discussions but rather they are for policy-making and legislative discussion, administration, policy-making, and quasi-judicial procedures. If there are questions, they may be directed to the chair. The chair will present questions to the Board and they will be answered as appropriate. Please remember that many questions can and should be brought up outside of meetings. It is not practical to expect all questions to be fully answered during meetings so please make an effort to seek answers to your questions outside of the meeting time as appropriate. Beginning this meeting, mayor pro tem Cory Nasso will refocus the meeting and restate plans/responsibilities of board members at the end of each agenda item.

Attorney's Report – Jim McDonald – No report.

3. **COMMISSIONER AND COMMUNITY REPORTS:**

Building Inspector – Rand Makowski, report given by Ralph Bush. Three permits reviewed and approved today (12/4/17). Construction of a new residence on Quartz Lane will commence. A septic permit and well permit were issued. Nassos received septic and well permits.

Fire Department – John Wise – Honored Gwen Mataisz, former secretary of PVFD. She received a plaque.

Zoning Board – Ralph Bush – a variance request was submitted for a temporary structure on Sage Lane. Will be addressed at a future meeting. Owner has received verbal permission to move forward in order to facilitate keeping Main Street clear for snow removal

Cemetery – James Sharpton – no report

Environmental Health – Gayla Gibb – 5 ½ systems are delinquent. The half was a system with no access to the second compartment. Three delinquent systems will receive letters. One system owner reached out requesting additional time. Two additional systems are those of full-time residents. No arrangements for inspections have been made. Two OWTS are leaking. Properties are unoccupied and owners have been asked not to occupy. Not currently a health hazard due to occupancy status. EHA recently took the NAWT (National Association of Wastewater Technicians) training. New inspection forms have been updated to reflect NAWT training. (see full report)

PHCA – Kandy Nasso – No report, per Mayor Rachel New.

Town Hall – Juliet Serrato, report given by Sara Gibb – Materials received, scaffolding and floor protection are in place. Carpenters are finishing an outdoor project in Gunnison but plan to complete the Town Hall repairs by Christmas.

Ditches – Cory Nasso – No report

Streets – Jesse Garetson – No report, not present

Parks & Rec – Sara Lamar – No report, not present

4. **PUBLIC COMMENTS TO THE TOWN COUNCIL:**

Here the Town Council will *listen* to comments by the public regarding items that *do not otherwise* appear on this agenda. Generally, the Town Council will not discuss the issue or take an official action during this time. For all public comments, please begin by stating your name. Please keep comments within a three (3) minute period. The Mayor may limit the number of comments. For comments to the Town Council regarding an agenda item, please see below.*

5. **SPECIAL ADDITION TO THE AGENDA:** none

6. **FOR POSSIBLE ACTION:**

- Public Hearing: Vote to adopt 2018 Budget

Trustee Brad Wick is in favor of the budget but concerned about cash flow issues. He wants to meet in January to discuss cash flow. Mayor Rachel New is working with DOLA to obtain some help with triage and the budget. Trustee Brad Wick would like a list of options. Trustee Eddy Balch suggested all possibilities be sent to DOLA

Cory Nasso – Trustees need to consider revenue sources

The public hearing was opened up at 7:32 p.m. No comments were made. The public hearing was closed at 7:32 p.m.

Motion to adopt the Town of Pitkin 2018 Budget made by Trustee Ralph Bush. Seconded by Trustee Debbie Henley. Motion carried 5-0.

- Discuss and vote to adopt Resolutions 2017-13, 14, 15 (Budget Resolutions)

Motion to adopt Resolutions 2017-13, 14, 15 made by Trustee Debbie Henley. Seconded by Trustee Eddy Balch. Motion carried 5-0.

- Discuss and vote to adopt Resolution 2017-16 (Signatories on safe deposit box)

Motion to adopt Resolution 2017-16 made by Trustee Eddy Balch. Seconded by Trustee Ralph Bush. Motion carried

The plan is to close out the box. A fee will be charged to drill out the box because the keys are missing.

- Discuss and vote on relocation of Town of Pitkin funds

Motion to consider the relocation of Town of Pitkin funds made by Trustee Eddy Balch. Seconded by Trustee Ralph Bush. Item tabled until January meeting.

Trustee Ralph Bush wonders about a bond or credit rating for CSAFE.

Trustee Cory Nasso– Clerk Sara Gibb will look up credit rating for CSAFE and look into diversification of funds

- Discuss and vote to fill Zoning Board seat(s)

Ramon Reed, Rodger Lull and Brian Holt expressed interest.

In turn, Trustee Ralph Bush asked Ramon Reed, Rodger Lull and Brian Holt if they would each be willing to adhere to all the ordinances of the Town to the best of their abilities and if out of compliance, pledge to come into compliance within 6 months. Mr. Reed, Mr. Lull and Mr. Holt all responded in the affirmative.

Rodger Lull is interested in becoming re-engaged in the process and would like to help individuals in the Town of Pitkin live within the laws, which are constantly changing.

Brian Holt – Resume was distributed to Board members. Mr. Holt has 37 years of experience in construction, contracts, etc. and he would like to bring his experience to the town.

Trustee Ralph Bush wondered if Mr. Holt's out-of-town work would interfere with his ability to meet on a Monday or Tuesday evening. Mr. Holt replied that the company he works for is supportive of community involvement and he has up to 12 days off to attend meetings.

Votes were cast as follows:

Ralph Bush – Rodger Lull and Ramon Reed, Eddy Balch – Rodger Lull, Brian Holt, Debbie Henley – Rodger Lull, Brian Holt, Cory Nasso – Rodger Lull, Brian Holt, Brad Wick – Rodger Lull, Ramon Reed

Rodger Lull and Brian Holt will serve on the Zoning Board of Adjustments.

- Discuss and vote on assistant building inspector

Tom Gibb expressed interest – Mr. Gibb stated that he gets along well with Building Inspector Rand Makowski. He has spent most of his life in construction and has been on the receiving end of inspections of every sort. He would need to come up to speed in a few areas related to construction requirements for Pitkin winters. He believes he will be a good assistant to Mr. Makowski. Mr. Gibb is open to additional training.

Trustee Eddy Balch – yea, Trustee Debbie Henley – yea, Trustee Cory Nasso – yea, Trustee Brad Wick – yea, Trustee Ralph Bush – yea

- Public Hearing: Vote to adopt Ord 2017-6: Town of Pitkin On-Site Wastewater Treatment System Ordinance

Should soil evaluations for new systems be by licensed engineer or competent technician or only by licensed engineer? Trustee Brad Wick believes the engineer should be responsible for the soil sample. Trustees Eddy Balch, Ralph Bush, Cory Nasso and Debbie Henley believe a competent technician should be allowed to complete soil evaluations for new systems.

NAWT certification – Trustees Debbie Henley, Cory Nasso, Ralph Bush and Eddy Balch are in favor of requiring NAWT certified inspectors. Trustees Cory Nasso and Brad Wick would like more information on cost. Trustee Brad Wick is not in favor of requiring NAWT certification.

The public hearing was opened at 8:09 p.m.

John Wise wondered if new vault systems are allowed. He wonders if Regulation 43 allows vaults to be pumped into a neighboring system.

Lois Sharpton wonders if the fees should be within the ordinance.

Suzy Metzler wonders if there will be any restrictions on vault toilets. She is concerned about odor.

Brian Holt sees no reason why the Town wouldn't want to step up to the plate with certified inspectors. He wonders if it is possible for the Town to reimburse the training fee of the inspectors and then set the fees.

The public hearing was closed at 8:14 p.m.

Environmental Health Agent Gayla Gibb responded to the question about vault toilets. She stated that within 43, there are very strict requirements for vault toilets. She will follow up with the State regarding pumping from vaults into neighboring systems.

Motion to adopt ordinance 2017-6 Town of Pitkin On-site Wastewater Treatment Ordinance made by Trustee Eddy Balch. Seconded by Trustee Debbie Henley. Motion tabled until January meeting.

Attorney Jim McDonald suggested placing fees within the ordinance, due to the frequently-changing nature of Regulation 43.

Item summary - Trustee Cory Nasso - Clerk Sara Gibb will research the last few years for environmental health and variance hearing costs. She will also look at Gunnison County and propose a fee schedule. EHA Gayla Gibb will investigate vaults being pumped into neighboring systems.

- Discuss and vote to adopt Ord 2017-7 (STR Ordinance)

Motion to adopt Ordinance 2017-7 Short-term rental ordinance made by Trustee Eddy Balch. Seconded by Trustee Ralph Bush. Motion tabled until January.

A clean copy of the STR ordinance will be placed on the website as soon as possible.

Public comment: Ramon Reed

- Discuss and vote on snow plowing in the Town of Pitkin

Trustee Eddy Balch doesn't believe the Board should pick and choose who is served and who isn't. Trustee Debbie Henley believes that since all residents are taxpayers, all should be treated equally. Trustee Ralph Bush wondered who would provide oversight. (Streets commissioner will provide oversight). Trustees Eddy Balch and Cory Nasso believe that plowing all residents will provide data for the next budget. Trustee Brad Wick suggests speaking with Mr. Deutsch (Quartz Creek Company) before expanding the scope of work.

The plowing committee will reach out to Quartz Creek Company regarding increasing the scope.

Mayor Rachel New pointed out that some of our current alleys may be able to be reclassified in order to increase HUTF revenues.

Item summary – Trustee Cory Nasso – Attorney McDonald will draw up a contract for Quartz Creek Company, Mayor Rachel New and Streets Commissioner Jesse Garetson will touch base with Phil regarding increased scope, Trustee Brad Wick will request a large map from Jim Guy at the county.

A public meeting to address snow plowing and related expectations will be held within two weeks.

Public comments: Suzy Metzler, Brian Holt, Ramon Reed, Marie Rossmiller, John Wise

7. DISCUSS AND VOTE ON COMPLAINTS FILED WITH THE TOWN OF PITKIN: none filed

8. FOR DISCUSSION/UPDATE:

9. ADJOURN MEETING: Meeting adjourned at 9:17 p.m.

The next regularly scheduled meeting will be held **Monday, January 8th** at 7:00PM at the Newcomb Community Center. Council meetings are scheduled to adjourn at 9:00PM. At the council's discretion agenda item(s) not addressed by this time will be tabled until the next regular meeting.

Approved minutes, ordinances, resolutions, future agendas, and other Town of Pitkin public notices can be found at <https://www.colorado.gov/pitkin>.

To add an item to the agenda, please submit it in writing to the Town Clerk at thetownofpitkin@gmail.com no less than **48 hours** before the next regularly scheduled meeting. If the requested agenda item has supporting documentation it must be submitted no less than five (5) days before the next scheduled meeting.

**Public comment to the Board of Trustees is encouraged. Public comments on agenda items will be taken by the Mayor before final action on the item is taken. Comments may be limited at the mayor's discretion*

If special accommodation or handicapped access is required, please contact the Town Clerk at thetownofpitkin@gmail.com or

(970)787-0968 at least 48 hours prior to the scheduled meeting