

Town of Pitkin
Regular Meeting of the Board of Trustees

Town Hall, June 14, 2016

Minutes taken by Clerk Sara Gibb

Full and timely notice of this meeting was given to the public pursuant to CRS 24-6-402(2)(c).

Mayor Pinkston called the meeting to order at 7:00pm

Roll Call: Trustees Brad Wick, Rachel New, Matt Buchanan, Chris Nasso, and Cory Nasso were present. Trustee Eddy Balch was absent.

Approve minutes of May 10th regular meeting, approve minutes of May 24 work session, approve minutes of May 24 special meeting. Motion to approve the above minutes made by Rachel New. Seconded by Chris Nasso. Motion carried 6-0.

Clerk Report: Will discuss during related agenda items.

Treasurer's report: Motion to approve treasurer's report made by Cory Nasso. Seconded by Matt Buchanan. Motion carried 6-0.

Mayor's report: Desk lamps donated by Todd Greenburg. Citizen of the year will be chosen at the July regular meeting. Turn in nominations to Mayor Pinkston or bring nominations to the next meeting.

Building Inspector: Four permits issued.

Fire Department: Fundraiser is July 2nd. Volunteers may be needed to help in the kitchen.

Zoning Board: Zoning meeting held on June 13th. A temporary variance was approved for Kathleen Rose.

Environmental Health: There are 10 overdue systems that should have been inspected in 2015. There are seven overdue inspections from more than one year ago, two of which have been turned in to the town attorney for attention. The two systems have failed and the owners have refused to address this.

Town Hall: A bid was turned in for scraping and repainting the window sills in town hall.

Historical Association: PHCA potluck June 17th at 6:30. Richard Wallace will be talking about the history of the Pitkin Cemetery. Melodrama tryouts are June 30th.

Ditches: Everything going well. Ditches were off for about a week.

Streets: No report

Parks and Rec: A slide and a swing have arrived. Sara will look at grants to install a new playground. The grant needs to come from the town and would need to be signed off by the town. Pitkin-news.com has offered to help with fundraising for a new playground. John Wise presented the Town of Pitkin a gift of \$250.00 as seed money for the playground fund.

Cemetery: Two phone calls have been received from individuals interested in purchasing lots.

Public Comments: Anne Possien read a letter regarding drones in Pitkin. She would like the Town of Pitkin to consider being a drone-free zone except for permits given for special events.

New Business:

Discuss and vote on resolution to allow Sara Gibb to sign checks: Motion to allow Sara Gibb to sign checks made by Cory Nasso. Seconded by Matt Buchanan. Motion carried 6-0

Discuss and vote on compensation for Town Clerk/Treasurer: Motion made by Chris Nasso to increase Clerk/Treasurer pay to \$800 per month with an additional \$20.00 per hour over 40 hours per month. Motion seconded by Rachel New. Motion carried 6-0.

Matt Buchanan pointed out that this would exceed the budget. Brad Wick states the Clerk cannot be considered a contract employee and would need to be paid via payroll. Mayor Pinkston stated that the budget can be amended by ordinance. Cory Nasso stated that we may have to revisit this once the Clerk becomes an employee of the town.

Discuss and vote on records retention ordinance: Motion made by Brad Wick to table the discussion about adopting a records retention schedule until Jim McDonald is present. Chris Nasso seconded. Motion carried 6-0.

Mayor Pinkston would like to know if the town would be required to file any records with the state if the Municipal Records Retention Schedule is adopted.

Discuss and vote on purchasing a computer for the Environmental Health Agent: Brad Wick made a motion to reimburse Gayla Gibb for the computer and consider it town property. Cory Nasso seconded. Motion carried 6-0.

Gayla Gibb stated reasons for the Town of Pitkin needing a specified computer for the Environmental Health Agent position, primarily ease of transfer of records.

Discuss and vote on doing a survey of town regarding STR's operating within Pitkin: Motion made by Matt Buchanan to table this agenda item. Brad Wick seconded. Motion carried 6-0. Matt Buchanan contacted CML and received the name of a recommended company. He is waiting on a bid.

Discuss and vote on forming a committee to meet with CenturyLink in Denver: Motion made by Brad Wick to form a sub-committee to go to CenturyLink and plead the town's case for better internet. Cory Nasso seconded. Motion carried 6-0.

Brad is willing to lead the group and set up the meetings. There should not be more than two trustees in these meetings. Suzy Metzler is interested in being part of this group. Bill Woodard was mentioned as someone who may be interested in being in the group. Brad Wick will get a petition started for individuals who need/want more internet service.

Discuss and vote on contacting USFS to request staging area/public restrooms: Motion made by Rachel New to pursue contacting the USFS to request enlargement of the staging area NE of town and possibly putting in public restrooms. Chris Nasso seconded. Motion carried 6-0.

Rachel has been in contact with the State and U.S. Forest Service about how to approach them regarding this project. Matt Buchanan would like to know how these restrooms will be cleaned and maintained. Rachel New will take the lead on this project.

Mayor Pinkston suggested that porta-potties may be a good solution. Sara Gibb will obtain estimates for the town to rent porta-potties.

***Discuss and vote on septic enforcement and alternatives for septic inspections/notifications:** Motion made by Chris Nasso to discuss alternatives to septic inspections. Brad Wick seconded.

Motion amended: Motion made by Brad Wick that septic inspections that are overdue by two years or more be completed by the town and the homeowners fined if they are not completed prior to the town's inspection. Matt Buchanan seconded. Motion carried 6-0.

Chris Nasso suggests that a certified inspector can be contracted for the town and all inspections can be completed at once. This would streamline the process. Environmental Health Agent Gayla Gibb believes this would be a good system. James Sharpton stated that the Town has the right to go onto private property to inspect septic systems if there is a need. Brad Wick suggested that the Town goes in and inspects systems that are chronically overdue. There is one failed system on State Street that is continuing to be used. Both Suzy Metzler and Gayla Gibb have corresponded with Jim McDonald regarding this system and have contacted the property owners repeatedly. Cory Nasso would like the attorney's report in July to include what is being done about the failed systems.

Discuss and vote on adding a complaint procedure to pitkincolorado.com/gov: Motion made by Rachel New that the Town of Pitkin pursue adding a complaint procedure to pitkincolorado.com/gov. Cory Nasso seconded. Motion Amended: Motion made by Brad Wick that the board to establish a complaint procedure and then decide on the best mechanism for posting. Rachel New seconded. Motion carried 6-0.

Rachel New stated there is very little in the way of complaint or grievance procedures in place. The zoning code allows for an appeal but does not outline the procedure or give guidance as to what an appeal looks like. There is currently no statutory reference as to how to deal with complains from constituents. A sample code of conduct was provided by the CML. Rachel will circulate this document prior to the next meeting.

Matt Buchanan stated that a complaint procedure needs to be developed.

Discuss and vote on contract for Jim Starr as town judge: Item tabled until July meeting.

Discuss and vote on CIRSA insurance: Completed. Insurance renewal was due June 10th.

Discuss and vote on food budget for the Mayor/Manager meeting that Pitkin hosts July 7th: Mayor Steve Pinkston made a motion to fund the July 7th Mayor/Manager meeting up to \$200.00. Brad Wick seconded. Motion carried 6-0.

The Silver Plume Grill has offered to donate sandwiches for this meeting.

Discuss and vote on Tom Gibb's request to do dirt work on Sage Lane: Motion made by Cory Nasso to approve Tom Gibb's request to do dirt work on Sage Ln. Matt Buchanan seconded. Motion carried 6-0.

Tom Gibb would like to extend Sage Lane. This would provide a flat spot farther along the roadway. Affected property owners (Tom Gibb, Wayne Mustain) are in favor.

Discuss and vote whether to list Pitkin-News.com on the agenda: Motion made by Chris Nasso to list Pitkin-news.com on the agenda. Matt Buchanan seconded. Motion carried 6-0

Discuss and vote on rescheduling regular Town of Pitkin meetings: Item tabled until Trustee Eddy Balch is present.

Discuss and vote on whether to schedule a work session mid-June: No work session needed.

Mayor Pinkston adjourned the meeting at 8:45 pm