

Town of Pitkin
Regular Meeting of the Board of Trustees
Town Hall, September 13, 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 Rachel New, Eddy Balch, Chris Nasso, Brad Wick, Matt Buchanan and Cory Nasso were present.

Approve minutes of August 9th regular meeting: Motion to approve minutes made by Eddy Balch. Seconded by Chris Nasso. Motion carried 7-0

Approve minutes of August 18 special meeting: Motion to approve minutes made by Eddy Balch. Seconded by Chris Nasso. Motion carried 5-0. Trustees Brad Wick and Matt Buchanan abstained.

Clerk's Report: Board members will be provided with a dvd containing an ethics and liability handbook for elected officials as well as a video. Please review both, sign confirmation that you have done so and email or bring to the next meeting.

Treasurer's report: Motion to approve treasurer's report made by Rachel New. Seconded by Matt Buchanan. Motion carried 7-0

Trustee Eddy Balch requests that the treasurer's report be sent out ahead of time to provide time to review.

Mayor's report: Mayor Steve Pinkston would like a chairman to be elected at the next Zoning Board meeting.

Attorney's report: Electronic ordinance files have been renamed to reflect their content. Attorney Jim McDonald requests this be distributed to the Board and put online.

The nuisance and dangerous animal ordinances have been reviewed and should be updated.

It may be appropriate to send a letter to past mayors, board members and clerks requesting copies of any town documents they may have.

Attorney Jim McDonald has offered his 2015 set of Colorado Statutes and regulations to the Town.

Building Inspector: A sewage inspection has been completed. Permits have been issued in the last week.

Fire Department: Very few calls this season.

Zoning Board: The zoning board has issued a variance. The zoning board is requesting \$500 for next year's budget.

Cemetery: The cemetery board is requesting \$500 for the 2017 budget. A few years ago the town hired an architect to map the plots in the cemetery. It has gone missing.

Environmental Health: Zero overdue inspections. Two systems are needing repair/replacement and they are being addressed. Almost all inspections due in 2016 have been completed. James Sharpton has been instrumental in completing these inspections. Currently, there are eleven holding tank systems that need to be looked at. Pitkin's version of 43 does not address how often holding tanks need to be inspected and/or pumped. This may be something to consider.

Computer records need to be cleaned up. There are 30 more systems in the computer than currently exist in Pitkin.

Environmental health agent Gayla Gibb is currently working on a rough draft response to the State as it pertains to septic inspections.

A \$300 budget is requested for 2017.

PHCA: A dumpster is in the alley on 7th street. PHCA will pay for this to be emptied weekly or as-needed. Community Center will be open all winter. Contact Rachel New for scheduling.

Town Hall: No report. Town Hall Commissioner not present.

Ditches: Cory spoke with someone about getting a jet truck to clean out culverts. The cost is approximately \$200/hour but due to the size of the culverts it may not take long. Many culverts in Gunnison have grates to prevent clogging issues.

Streets: Streets commissioner not present, report given by Mayor Steve Pinkston. Lisa is aware of the potholes and will be addressing these in the near future. She is also looking into ordering some new street signs.

At 2nd and Quartz, the street sign post is laying on its side. It may need a new post.

Parks and Rec: Report given by Clerk Sara Gibb. Sara Lamar has completed the playground inspection training. She has formed a committee to move forward with a grant for a new playground.

Public Comments: Kandy Nasso requests that the Board considers getting microphones so that everyone in the audience can hear. Trustee Brad Wick has volunteered to research cost.

Old Business:

Discuss and vote on short term rental survey: Trustee Matt Buchanan has not found a cheaper option than the \$3,000 quote he received. Item will be tabled.

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

Attorney Jim McDonald reviewed Ordinance 3, series 2015. He has provided copies of this ordinance and relevant minutes pertaining to hiring a municipal judge. Based upon his review of the June, 2015 meeting, it appears that the wrong version of the Ordinance was signed. The best course of action would be to enact an ordinance repealing Ordinance 3, series 2015.

New Business:

Discuss and vote on Resolution 2016-13: CIRSA Loss Control Standards: motion to accept Resolution 2016-13 made by Trustee Rachel New. Seconded by Matt Buchanan. Motion carried 7-0.

Resolution 2016-13 read by Clerk Sara Gibb.

Discuss and vote on Resolution 2016-14: Elected or Appointed Officials Workers' Comp Laws: Motion to discuss and vote on Resolution 2016-14 made by Brad Wick. Cory Nasso seconded. Motion carried 7-0.

Resolution 2016-14 read by Clerk Sara Gibb. Unpaid board members will be covered by VAMP (Volunteer Accident Medical Plan) instead of workers' compensation.

Discuss and vote on Clerk Pro-Tem: Motion to elect Renee Balch as Clerk Pro-tem made by Cory Nasso. Seconded by Matt Buchanan. Motion carried 6-0. Trustee Eddy Balch abstained.

Discuss and vote on Assistant Building Inspector: Motion to elect Doug Bower as assistant building inspector made by Chris Nasso. Seconded by Eddy Balch. Motion carried 7-0

Doug Bower is interested in this position. He has been a certified building inspector for 39 years in the private sector. He was a firefighter for many years and did building inspections within the scope of that job as well.

Attorney Jim McDonald stated that the Town may want to consider adopting a resolution to have an assistant building inspector.

Schedule a work session to discuss STR rules, enforcement of Reg 43: Motion to hold a work session to discuss STR rules and enforcement of 43 on October 11th at 4pm made by Cory Nasso. Seconded by Rachel New. Trustee Rachel New pointed out that a work session does not require a vote.

Attorney Jim McDonald suggests that the Board of Trustees make a recommendation regarding the complaint about 724 State Street.

Environmental Health Agent Gayla Gibb stated that she received an email from the State clarifying exactly what they want from the Town. She reports that the State is specifically concerned with change of use/modified use and lengthy occupation that may increase flow to the OWTS beyond the intended design.

Trustee Eddy Balch suggests that these two items be split. The response to the State should be addressed immediately. STRs are a separate issue and can be addressed later.

Discuss and vote on vacating the north portion of 7th Street to Fred and Alicia Archuleta: Item tabled until such time as a recommendation has been received from the Zoning Board.

Trustee Chris Nasso reminded the Board that protocol is for this request to be presented first to the Zoning Board and then a recommendation be made to the Board of Trustees.

Discuss and vote to publish ordinance 2016-3: Clerk/Treasurer pay schedule: Vote to publish Ordinance 2016-3 made by Matt Buchanan. Seconded by Eddy Balch. Motion carried 7-0

Trustee Brad Wick suggests that if overtime is expected in any given month that the Mayor be notified prior to this occurring.

Discuss town restrooms: Pete Olson stated that a vault toilet which would provide the same accommodations as the portable toilet use this summer would need to be a couple thousand gallons.

Eddy Balch reminded the Board that the cost for a little over a month of usage was \$2460. A concrete precast double vault (1,000 gallons each) would cost the town approximately \$44,000. Excavation would cost an additional \$3,800. Pumping would cost approximately \$725 per pumping if the vaults are $\frac{3}{4}$ full (\$375 hourly plus \$0.18 per gallon, gate fee of \$35)

It was suggested that the community center bathrooms be opened to the public. A negotiation with the PHCA should be considered. This year, the museum bathrooms were open during the summer season.

Trustee Eddy Balch stated that the restrooms at the community center must be certified for high use prior to utilizing that option.

Ralph Bush is working on a cost estimate for a septic system.

It was suggested that if the Newcomb Center septic can handle it, additional toilets be built outside and hooked into this system.

Vote on new cemetery board members: Motion to approve new cemetery board members Mark Rossmiller, Richard Henley, and Jesse Garetson made by Eddy Balch. Seconded by Chris Nasso. Motion carried 7-0

Discuss and vote on conduct and complaint procedure resolution: Motion to approve Resolution 2016-15: Resolution to Adopt the Town of Pitkin Complaint Procedure as amended made by Eddy Balch. Seconded by Matt Buchanan. Motion carried 7-0

Resolution 2016-15 read by Clerk Sara Gibb.

Motion to table the approval Resolution 2016-16: Resolution to Adopt the town of Pitkin Code of Conduct for Elected Officials made by Eddy Balch. Seconded by Brad Wick. Motion carried 7-0

Trustee Brad Wick questioned the section regarding provision of personal opinions by the Board.

Trustee Rachel New clarified that this section refers to comments from the public, not general discussion times during a meeting.

Trustee Eddy Balch wondered how this document would impact individuals who sit on multiple Boards or are commissioners. Trustee Rachel New will revisit this section and made adjustments to better suit the situation in Pitkin.

Meeting adjourned at 8:57 p.m.