

Town of Pitkin
Regular Meeting of the Board of Trustees
Town Hall, October 11, 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, and Matt Buchanan were present. Trustee Cory Nasso was absent.

Approve minutes of September 13th regular meeting: Motion to approve minutes made by Eddy Balch. Seconded by Matt Buchanan. Motion carried 6-0.

Clerk's Report: Need signature confirmation from a few Trustees re: liability training. The Town needs letterhead. Trustee Matt Buchanan stated that he has some letterhead. Suzy Metzler also has some. This will be turned into the clerk.

Treasurer's report: Motion to approve treasurer's report made by Brad Wick. Seconded by Eddy Balch. Motion carried 6-0.

Mayor's report: Mayor Steve Pinkston had a work obligation and could not make the work session.

Attorney's report: No report

Building Inspector: No report

Fire Department: No report

Zoning Board: The Zoning Board met and voted to recommend that the Board of Trustees deny requests to vacate land. A chairman pro-tem was chosen as the chairman option by the Board. There was some discussion as to whether this is an appropriate course of action.

Cemetery: The Board has updated the cemetery map. The Board has sold 16 spaces which represents \$800 in revenue.

Environmental Health: Two systems are in the process of being repaired or replaced. Progress is being made with both systems. There is 100% compliance with inspections. All delinquent inspections have been brought into compliances. Environmental Health Agent Gayla Gibb would like copies of all OWTS applications and all previous permits.

PHCA: No report

Town Hall: No report

Ditches: No report, ditch commissioner not present.

Streets: Lisa will get more gravel in the next couple of weeks and meet with Shawn about plowing.

Parks and Rec: Sara is continuing work on the GOCO grant. She requires approval from the Town for this grant application and needs someone to sign the application. If the grant is won, it will be awarded in March.

Public Comments:

Concerning the vacation of 7th Street – the Rossmillers want to know why this matter hasn't been brought before the Board of Trustees.

Mark Rossmiller also pointed out that the next meeting date is November 8th, which is general election day, and wondered if it is possible to reschedule the meeting in this one instance.

Old Business:

Discuss and vote on contract for Jim Starr as Municipal Judge: This item was tabled. It was put on the agenda by mistake.

Discuss and vote on Ordinance 2016-3: Pay Schedule for Clerk/Treasurer: Motion to approve Ordinance 2016-3 made by Chris Nasso. Seconded by Eddy Balch. Motion carried 6-0.

Discuss and vote on Town restrooms: Eddy Balch provided a report. CTX offers a precast 2-person double vault that can be delivered to Pitkin, both with and without excavation. Without excavation the cost is \$44,950, and with excavation the cost is \$48,150. Their cost is approximately \$25,000 for a single vault. Each side will accommodate approximately 18,000 uses. It will cost \$800 to \$1000 to pump 2,000 gallons (estimate from Schmalz). Vaults alone, if purchased from Valley Precast, will cost approximately \$3,000.

Precast systems are stronger. Vandalism and ease of cleaning should be considered.

Trustee Chris Nasso currently pointed out that the Town does not allow vaults at this time. Mayor Steve Pinkston suggested that the Town may have to give itself a variance.

Discuss and vote on Code of Conduct: The changes have been made to reflect Trustee Brad Wick's suggestions at the last meeting.

Mayor Steve Pinkston wants to allow the public to review the final edit before taking a vote.

New Business:

Discuss and vote on response to conference call with State: Attorney Jim McDonald provided a brief summary of the work session. The goal is for him to draft a letter within the next 10 days, circulate the letter to the Board and receive comments, then revise the letter as appropriate. A final letter will be circulated again via the Town Clerk and once approved by the Board, the letter will be sent to the State.

The State Attorney will be consulted during the draft process.

Discuss 2017 Budget:

Trustee Brad Wick obtained an estimate of the cost of putting a sound system in Town Hall. The estimate from Sweetwater is approximately \$3,000

Trustee Brad Wick also looked into the cost for the Town managing its own .gov website. This design cost is between \$1500 and \$2000. The monthly maintenance fee would be between \$50 and \$75. The Town Clerk could be responsible for content updates. Steve Haase or Midnight Marketing Solutions could provide these services. (\$3,000 would need to be budgeted in 2017.)

Trustee Eddy Balch suggests putting the budget drafts online.

A work session will be schedule to discuss the budget.

Meeting adjourned at 7:55 p.m.