

PITKIN TOWN MEETING
At the Newcomb Community Center

January 8th, 2018 at 7:00PM

MINUTES

1. **CALL TO ORDER/Roll Call and Pledge of Allegiance - Mayor Rachel New Trustees Brad Wick, Cory Nasso, Debbie Henley, Eddy Balch and Chris Nasso were present.**

Present/Approve minutes of the November 28th special meeting

Motion to approve minutes of the November 28th special meeting made by Debbie Henley. Seconded by Trustee Eddy Balch. Motion carried 4-0. Trustee Cory Nasso abstained.

Present/Approve minutes of the December 4th work session and December 4th regular meeting minutes.

Motion to approve minutes of the December 4th work session and December 4th regular meeting made by Trustee Eddy Balch. Seconded by Trustee Brad Wick. Motion carried 4-0. Trustee Chris Nasso abstained.

2. **TOWN REPORTS:**

Clerk's Report – Sara Gibb – Several nominating petitions have been picked up. Strict hours will be observed on dates when election-related items are due – items will be accepted until 5 p.m. sharp. Candidates, please remember to pick up campaign finance paperwork when you turn in your nominating petitions. Candidates whose nominating petitions have been approved will be listed at the PO and online – to be updated daily at the end of the day.

Treasurer's Report/Approve Disbursements – Sara Gibb/Board – the 2018 budget has been filed with DOLA. Beginning next month, a YTD income/expenditures report for all budget categories will be available.

Motion to approve disbursements made by Trustee Eddy Balch. Seconded by Trustee Debbie Henley. Motion carried 5-0.

Mayor's Report – Rachel New – Run hot water down the NCC drains for 3-4 minutes prior to flushing toilets. HUTF update – some alleys will be reclassified as streets, new street inventory is in the process of being created. Report on Mayors/Managers meeting was provided. Meeting with Kimberly Bullen from DOLA on the 9th to work on a strategic plan for Pitkin. Trustees, please send Rachel an email with availability for the next 2 months for work sessions.

Attorney's Report – Jim McDonald – no report

3. **COMMISSIONER AND COMMUNITY REPORTS:**

Building Inspector – Rand Makowski – No report, per assistant building inspector Tom Gibb

Fire Department – Rand Makowski - No report, per John Wise

Zoning Board – Ralph Bush – no report, not present

Cemetery – James Sharpton – no report

Environmental Health – Gayla Gibb (EHA) – Four delinquent letters have been mailed. No response from any owners.

EHA is unsure of the penalty for late/non-compliance and requests clarification. Trustee Eddy Balch

suggests the next round of delinquent letters be sent certified. EHA should send out next round 30 days from last round.

EHA also looked into pumping from vaults into neighboring systems. An RV fits into this category – the RV would count as a bedroom with a bathroom and would need to be plumbed into the house. RV holding tanks should not be pumped all at once into an OWTS.

PHCA – Kandy Nasso – no report

Town Hall – Juliet Serrato – Report given by Clerk Sara Gibb. Ceiling repairs are complete. Please contact Clerk Sara Gibb to see in person. Does the Town want to go to forecast for propane? Not at this time – when the building is used regularly perhaps the Town can use forecast.

Ditches – Cory Nasso – no report

Streets – Jesse Garetson – County is anticipating snow this week. Quartz Creek Company plowed the 26th.

Parks & Rec. – Sara Lamar – no report, not present

4. **PUBLIC COMMENTS TO THE TOWN COUNCIL: None**

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

6. FOR POSSIBLE ACTION:

- **1-1** Discuss and vote to adopt Ord 2017-6: Town of Pitkin On-Site Wastewater Treatment System Ordinance **Motion to take from the table the Town's OWTS ordinance made by Trustee Eddy Balch. Seconded by Trustee Cory Nasso. Motion carried 5-0.**

Trustee Eddy Balch pointed out that the person who is inspecting the new systems should be trained so education should be considered in the cost.

Mayor Rachel New pointed out that the role of the Sanitarian in the OWTS permitting process is not clear. Once that role is defined, the current rate of \$150 may not be sufficient. Trustee Eddy Balch wondered what the Sanitarian would be paid for his/her part of the process. Trustee Brad Wick suggested doubling the Sanitarian fee to \$300. He suggested a \$200 fee for variances.

Board agrees with a \$200 fee for variances.

Fines will be assessed on 9/15 of each 3rd year for delinquent systems. Trustee Eddy Balch recommends \$500. The follow-up would be a cease and desist (per Regulation 43). Board agrees.

Administration fee - \$25/inspection

New system - \$400

Upgrade/Repair - \$200 (per EHA, a repair is defined as the system has failed unless x,y,z is fixed)

Strike – each month that the system remains delinquent

Public comments: Suzy Metzler, Angie Huckaby, John Wise, Jesse Garetson, Pete Olson, Robbin King, Gayla Gibb

“Adjacent property owners” – should be changed to “adjacent property owners, without respect to streets and alleys”

Remove “pumped or” in section 8 D1 and section 8 A1 – change “septic” to “system” pg 4.

Strike – unless the inspector recommends pumping earlier

Inspections:

Must focus on what's best for the environment, realistic for the Town and for constituents

Trustee Brad Wick is unsure why an OWTS inspection should intrude into the home. He believes this is a mistake. Trustee Eddy Balch believes this is part of the education of property owners. He believes someone who is correctly trained should do this job. He suggests an initial full inspection and then a second 5 years later instead of every 3 years. Trustee Cory Nasso is in favor of a more stringent inspections, however, he is also hesitant to have an inspector in his home. He believes verifying the number of bedrooms and checking fixtures in the home is invasive.

EHA Gayla Gibb stated that inspection of certain indoor components is important. The number of bedrooms is good to note because it speaks to occupancy. The toilet needs to be flushed but this can be done by the homeowner. She also pointed out that leaks are not always visible, as they can be internal.

Trustee Chris Nasso pointed out that at some point we all have service providers coming into the home for repairs, etc. He also pointed out that a leak as small as a pint/minute can add up to 200 gallons to the system per day.

EHA Gayla Gibb stated that the purpose of entering the home was to flush the toilet, check the fixtures and a phone interview is where # of bedrooms, softener, disposal, etc are discovered. This could also be observed by watching the inlet. Leaks can be addressed by a hired plumber or the homeowner.

Trustees Brad Wick and Cory Nasso believe that a full inspection at title transfer is a reasonable compromise. Trustee Brad Wick would like the Town to focus on education.

Trustee Chris Nasso points out that the purpose of this is to ensure that all OWTS are in compliance. He believes that if the Town is concerned about the impact that each system is having on the environment, a process will need to be implemented.

Trustee Debbie Henley suggests a compromise between options 2 and 3 – Document the property well and then change the requirement to every 5 years.

Trustee Eddy Balch provided the compromise that the homeowner verify the number of bedrooms and bathrooms, integrity of fixtures, certify that all appliances are hooked to the septic and the inspector is NAWT certified but remains outside the home.

Inspections every 3 years, no entrance into the home is required

Attorney Jim McDonald suggested some sanctions if the information provided by the homeowner is inaccurate. He also suggests a chronological component to the pumping recommendation on the inspection sheet.

Public comments: Suzy Metzler, Lois Sharpton, Jesse Garetson, James Sharpton, John Wise

Item tabled – Jim will draw up language for penalty of perjury clause, NAWT language will be added. Item to be voted at next meeting after changes are implemented

- **1-2** Discuss and vote to adopt Ord 2017-7: (STR Ordinance)
Motion to take from the table Ord 2017-7 made by Trustee Brad Wick. Seconded by Trustee Eddy Balch. Motion carried 5-0.

Trustee Eddy Balch suggests not encouraging individuals to park trailers and vehicles on lawns and potentially over sewer lines and OWTS components.

Parking section was reworded.

Homeowner's insurance – Trustee Eddy Balch researched and could not find any ordinances requiring insurance in CO. Board would like to strike this requirement.

Section 6 – administrative hearing vs. add public comment to list of considerations – section 6b has been amended to provide for consideration of public input.

Public comments: Pete Olson, Robbin King, Suzy Metzler

Motion to adopt Ordinance 2018-1 (STR Ordinance) made by Trustee Eddy Balch. Seconded by Trustee Debbie Henley. Motion carried 5-0.

- **1-3** Discuss and vote on relocation of Town Funds

Review of some options. Clerk Sara Gibb will compile more options for cd. Clerk Sara Gibb will notify GSL of the intent not to renew the cd.

Public comments: Robbin King, Jesse Garetson, Suzy Metzler

- **1-4** Discuss and vote to publish Resolution 2018-1 (Budget appropriation – Town Hall)

Motion to publish notice of public hearing for Resolution 2018-1 made by Trustee Cory Nasso. Seconded by Trustee Debbie Henley. Motion carried 5-0.

BluSky did not complete work in 2017, final invoice was not received in 2017 as planned.

Public comments: Robbin King

- **1-5** Discuss and vote to sign snow plowing contract with Quartz Creek Company

Motion to sign contract with Quartz Creek Company made by Trustee Debbie Henley. Seconded by Trustee Eddy Balch. Motion carried 5-0.

Trustee Debbie Henley pointed out that she does not agree with the provision in the contract to plow private

property. Will add “service” to address L.

7. DISCUSS AND VOTE ON COMPLAINTS FILED WITH THE TOWN OF PITKIN

8. FOR DISCUSSION/UPDATE:

- Ballot issues (revenue, publishing – contracts, bill payment)

Clerk Sara Gibb will develop ballot language to opt out of publishing bills/contracts

A work session will be scheduled to discuss a mill levy increase

9. ADJOURN MEETING: Meeting adjourned at 10:10 p.m.

The next regularly scheduled meeting will be held **Monday, February 5th** 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