

**PITKIN TOWN MEETING**  
At the Newcomb Community Center

November 12th, 2018 at 7:00PM

**MINUTES**

Full and timely notice of this meeting was provided pursuant to C.R.S. 24-6-402(2)(c).

1. **CALL TO ORDER**/Roll Call and Pledge of Allegiance - Mayor Rachel New called the meeting to order at 7pm. Trustees Angela Huckaby, John Rowan, Brad Wick, Cory Nasso, Suzy Metzler and Steve Pinkston were present. Attorney Jim McDonald was present. Minutes taken by Clerk Sara Gibb.

Present/Approve minutes of the October 1<sup>st</sup> regular meeting, October 3<sup>rd</sup> special meeting, October 18<sup>th</sup> special meeting and October 25<sup>th</sup> special meeting - Clerk/Board

Motion to approve minutes of the October 1<sup>st</sup>, October 3<sup>rd</sup> (as amended) October 18<sup>th</sup> and October 25<sup>th</sup> meetings made by Trustee Suzy Metzler. Seconded by Trustee Cory Nasso. Motion carried 5-0. Trustee Suzy Metzler abstained.

2. **TOWN REPORTS:**

Clerk's Report – Sara Gibb  
Tuesday 10am-noon at Town Hall

Treasurer's Report/Approve Disbursements – Sara Gibb/Board

Motion to approve November disbursements made by Trustee Brad Wick. Seconded by Trustee John Rowan. Motion carried 6-0.

The Board would like the building inspector to be prepaid for inspections – paid at the time of application granting

Mayor's Report – Rachel New – Will contact Kimberly about a Dec 4<sup>th</sup> SWOT meeting. Ordinance repeals and changes will be next month to avoid Clerk going into overtime. Meeting can be moved to 2<sup>nd</sup> Monday, so a new ordinance will be drafted to reflect this. Mayor New spoke to Verizon about obtaining a jetpack for Town Hall to have internet while the Clerk has Town Hall hours. For \$27.30/month, the Town would have 2 Gigs of data, for \$40/month the data would be unlimited. No contracts, fees or charges. Commissioners were contacted regarding a possible new reporting format and budget reporting.

Mayor New proposed the idea of an email list for certain announcements. Snow plow committee will give first report in December.

Attorney's Report – Jim McDonald – No report

3. **COMMISSIONER AND COMMUNITY REPORTS:**

Building Inspector – Rand Makowski – working on two permits, received all 5 as-builts for open septic systems

Fire Department – Rand Makowski - quiet

Zoning Board – Brian Holt – Report given by Rodger Lull – working on clarity for zoning permit process and wording in zoning code, all available online after the minutes are approved

Cemetery – James Sharpton – planning to purchase fencing material before the end of the year

Environmental Health – Sara Gibb – letters mailed to outstanding systems and 4 additional inspection reports came in. There was discussion regarding an email received by the Town from an individual interested in the EHA position.

PHCA – Kandy Nasso – No report, per Clerk Sara Gibb

Town Hall – Juliet Serrato – Working to obtain bids for downstream stairs

Ditches – No report, Cory will fill out budget report for next person

Streets – Steve Pinkston – no report

Parks & Rec – Sara Lamar – no report

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

Cyndi Wick

5. **FOR POSSIBLE ACTION\*\*:**

- **9-3** Discuss and vote on Town Sanitarian recommendations regarding OWTS installed since 2015

As-built drawings for 5 systems were received by Town Sanitarian Rand Makowski. Possible questions or concerns will be discussed at the Board of Health work session.

- **9-4** Discuss and vote on Town of Pitkin Reserve Policy

**Town of Pitkin Reserve Policy – DRAFT 2 was discussed**

Public comment: Ramon Reed

- **11-1** Discuss and vote on snow plowing IGA with Gunnison County

There will be an addendum regarding how the county should be paid and how the amount of sales tax redistribution would be calculated.

**Motion to accept the intergovernmental agreement with for winter road maintenance with the anticipated addendum defining the payment structure and a memorandum of understanding from the Town of Pitkin to the County regarding the agreement made at the September 11<sup>th</sup> meeting with the county made by Trustee Brad Wick. Seconded by Trustee Angela Huckaby. Motion carried 6-0.**

Attorney Jim McDonald pointed out that the language in the IGA regarding renewal of the agreement does not make it inherently renewable.

The Board would like a memorandum of understanding on how the IGA would renew (i.e. 3-5 years). Trustee Brad Wick will create a draft MOA.

Trustee Cory Nasso suggested requesting the time records from the county at the end of the year. Mayor New stated that the county has to put eyes on 76 when they are in the area, so it's possible they are moving through town on their way to do that.

Public comment: Ramon Reed

- **11-2** Discuss and vote on accepting winning snow plowing bid

**Motion to award the winning bid to Quartz Creek Company made by Trustee Suzy Metzler. Seconded by Trustee John Rowan. Motion carried 6-0.**

Mayor Rachel New made it a matter of record that her husband is employed by Quartz Creek Company. Trustees approve of Mayor New remaining at the table for this agenda item.

No additional bids were proposed.

In the contract, it should be specified that the retainer should go toward hours worked. Special meeting will be called ASAP once the contract is drafted.

Public comment: Rand Makowski

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

7. **FOR DISCUSSION/UPDATE:**

- **4-3, 5-6** Discuss Ordinance 2018-4 (employees/contract workers), and determine classifications for the following Town of Pitkin offices: Building Inspector, Town Sanitarian

Attorney Jim McDonald suggests reaching out to CIRSA. What does the insurance company say about the status of these positions based on how the Town is treating

Trustee Brad Wick doesn't believe it's feasible for Rand to provide his own insurance for the amount of compensation he receives. He would like the Town to find out a way to cover him under Town's insurance.

Public comments: Vikki Archuleta, Ramon Reed, James Sharpton

- **10-6** Review of 2019 Budget and General Fund restriction policy

Public comments: Vikki Archuleta

CLERK will draft a resolution to move \$\$ from Streets back to GF.

Clerk will combine Brad's policy with Reserve policy.

Public comment: Cyndi Wick

- **11-3** Discuss results of Pitkin ballot questions 2C (Sales tax) and 2D (STR question) in the November 6 combined election

Official count is not available at this time.

Mayor Rachel New suggested discussing the STR ballot question results in a work session. Trustee Brad Wick agreed.

Work session scheduled for November 26<sup>th</sup> at 7:00pm – post for Town Hall (STR and Sales Tax)

- **11-4** Set Board of Health work session

Dec 3<sup>rd</sup> – EHB and Budget, REGULAR MEETING DECEMBER 10

## 8. **ADJOURN MEETING: Meeting adjourned at 9:58pm**

The next regularly scheduled meeting will be held **Monday, December 3<sup>rd</sup>** 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, 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](mailto: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*

*\*\*Any item on the agenda may be subject to an executive session*

If special accommodation or handicapped access is required, please contact the Town Clerk at [thetownofpitkin@gmail.com](mailto:thetownofpitkin@gmail.com) or (970)787-0968 at least 48 hours prior to the scheduled meeting