

PITKIN TOWN MEETING

December 10th 2018

At the Newcomb Community Center

MINUTES

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

1. **Call to Order** and Pledge of Allegiance: Mayor Rachel New called the meeting to order at 7:03pm. Trustees Brad Wick, John Rowan, Angela Huckaby, Suzy Metzler, Steve Pinkston and Cory Nasso were present. Attorney Jim McDonald was present. Minutes taken by Clerk Sara Gibb.

2. **Public comments:** Ramon Reed, John Wise

3. **For Council Action**:**

12-1 Approve meeting minutes: November 12th regular meeting, November 15th work session, November 26th special meeting

Motion to approve the minutes of the November 12th regular meeting, November 15th work session and the November 26th special meeting made by Trustee Brad Wick. Seconded by Trustee Angela Huckaby. Motion carried 6-0.

12-2 Discuss and vote on Ordinance 2018-8 (An Ordinance Setting the Date and Time of Regular Meetings of the Board of Trustees)

Motion to adopt Ordinance 2018-8 made by Trustee Brad Wick. Seconded by Trustee John Rowan. Motion carried 6-0.

Public comments: Ramon Reed, Jesse Garetson, Kandy Nasso

12-3 Discuss and vote on appointing an Environmental Health Agent
Trustee Brad Wick recused himself and exited the meeting room.

Trustee Suzy Metzler would like to move on this item because someone who is qualified to be the Environmental Health Agent has expressed interest. Trustee Angela Huckaby would like to see diversity in who is holding various positions in Town.

Trustees Steve Pinkston and Suzy Metzler stated they have not spoken about this topic outside of the public meetings.

Trustee Angela Huckaby and Mayor Rachel New recused themselves from voting.

Motion to vote on Cyndi Wick as Environmental Health Agent made by Trustee

Steve Pinkston. Seconded by Trustee Suzy Metzler. Motion not carried. Trustees Suzy Metzler, and Steve Pinkston voted yes, Trustees John Rowan and Cory Nasso voted no.

Attorney Jim McDonald stated that the Board should consider its ability to function if members choose to recuse themselves over a volunteer position.

Mayor Rachel New recused herself from the tie-breaking vote.

Trustee Angela Huckaby decided to vote after discussion regarding whether she had a conflict. It was decided she did not.

Mayor Rachel New recalled the vote.

Motion recalled. Trustees Suzy Metzler, Angela Huckaby and Steve Pinkston voted yes. Trustees Cory Nasso and John Rowan voted no. Motion carried 3-2.

Trustee Brad Wick rejoined the meeting.

Public comments: Jerra Garetson, Eddy Balch, Kandy Nasso

- 12-4 Discuss and vote on Resolution 2018-13 (A RESOLUTION BY THE BOARD OF TRUSTEES OF THE TOWN OF PITKIN, COLORADO, ESTABLISHING POLICY AND PROCESS FOR DRAWINGS AND INSPECTIONS ASSOCIATED WITH BUILDING PERMITS AND OWTS PERMITS), *Trustee Brad Wick*

Trustee Brad Wick provided a verbal summary of the proposed resolution, which includes 2 paper copies and digital copies of drawings. One copy of drawings will be kept on-site.

OWTS designs would include applicable design setbacks based on tables 7.1 and 7.1 of Regulation 43.

Trustee Wick suggests a process on how a contractor requests an inspection

Trustee Cory Nasso does not like the idea of having the documents kept at the property. He agrees with the suggestion of keeping the documents at Town Hall. He stated that having a paper trail of inspection requests would be beneficial for the Town.

Trustee Brad Wick will update the draft.

Public comments: Jerra Garetson, Rodger Lull, Jesse Garetson, Chris Nasso, John Wise, Eddy Balch, Tom Gibb

12-5 Discuss and vote on Resolution 2018-14 (A RESOLUTION BY THE BOARD OF TRUSTEES OF THE TOWN OF PITKIN, COLORADO, ESTABLISHING POLICY AND PROCESS FOR PAYMENT OF PERSONNEL COMPENSATED BY THE TOWN OF PITKIN), *Trustee Brad Wick*

Trustee Brad Wick provided a verbal summary of the proposed resolution, which outlines the process for employees to be paid by the Town of Pitkin.

Attorney Jim McDonald clarified that this document should be an ordinance.

Trustee Cory Nasso suggested drafting updated compensation ordinances.

Trustee Brad Wick will edit the draft.

Public comments: Eddy Balch, John Wise, Jesse Garetson, Rodger Lull, Vikki Archuleta

The Board approved reorganizing the agenda to place the attorney's report between items 12-5 and 12-6.

Attorney's Report: Attorney McDonald would like Board input on how he should allocate his hours. He would like some guidance on how to proceed if there is something he feels he needs to research. He listed several recent issues that have arisen including a large CORA request, an ADA request, and time spent working with the county regarding the election results. Discussion about each of these issues followed.

The Board authorizes Jim to spend approximately 2 additional hours on research for the CORA request and up to 2 additional hours on research for the ADA request.

In the future, the Board would like Attorney McDonald to be proactive in handling issues that he feels are important and time-sensitive.

Going forward, Attorney McDonald suggests prioritizing the agenda to have items that may require the presence of council toward the beginning of the agenda. The compensation schedule for hours spent in a meeting after 9pm

may need to be updated. An executive session to discuss attorney compensation and contract will be on the January regular meeting agenda.

Public comments: Jerra Garetson, Eddy Balch

Attorney Jim McDonald was excused from the meeting at 8:24

- 12-6 **Public Hearing** – Resolution 2018-11 (Streets Budget 2018) and Resolution 2018-12 (Town Hall appropriation 2018)

Treasurer Sara Gibb provided a verbal summary of the two budget resolutions.

Public hearing opened at 8:26p.m. Public comments: none

Public hearing closed at 8:27p.m.

- 12-7 Discuss and vote to adopt Resolution 2018-11 and Resolution 2018-12

Motion to adopt Resolutions 2018-11 and 2018-12 made by Trustee Brad Wick. Seconded by Trustee Angela Huckaby. Motion carried 6-0.

- 12-8 **Public Hearing** – continuation from 12/3/2018 – Town of Pitkin 2019 Budget

Mayor New reminded the board that a motion made during the public hearing last week was retracted. Mayor New spoke with a DOLA representative about making changes to the budget.

Treasurer Sara Gibb reported on two changes to the budget.

Public hearing continuation from 12/3/2018 opened at 8:41 p.m. Public comments: Ramon Reed, Lois Sharpton, Eddy Balch

Public hearing closed at 8:59 p.m.

- 12-9 Discuss and Vote on Town of Pitkin Budget Resolutions: Resolution 2018-15, 16, 17 (Adopt Budget, Set Mill Levy, Appropriate Sums of Money)

Motion to approve Town of Pitkin Resolutions 2018-15, 16 and 17 made by Trustee Steve Pinkston. Seconded by Trustee Cory Nasso. Motion carried 6-0.

- 12-10 Approve December 2019 Disbursements: Review of Treasurer's Report and

approval of monthly disbursements)

Treasurer Sara Gibb

Motion to approve December monthly disbursements made by Trustee Suzy Seconded by Trustee Angela Huckaby. Motion carried 6-0.

12-11 Proclamation to Recognize Commissioner Phil Chamberland for his work to represent and support of the Town, *Trustee Brad Wick*

Trustee Brad Wick would like to draft a letter of appreciation for Phil Chamberland for his time and efforts for the Town of Pitkin in the past.

Mayor New reported that the county will honor Phil in January during a special dinner. It was suggested that the Town create a resolution and present it at the dinner honoring Mr. Chamberland

The Board would like to draft a resolution. The community is encouraged to send in information that may aid in the drafting of the resolution.

TRUSTEES BRAD WICK AND SUZY METZLER WILL DRAFT A RESOLUTION

Public comments: Jesse Garetson, John Wise

12-12 Discuss ground rules for conduct during town hall style meetings in the Town of Pitkin

Trustee Brad Wick suggests an outside moderator running the meeting. Trustee Cory Nasso agrees that a facilitator would be a good idea. He provided several reasons.

Trustees Angela Huckaby and Steve Pinkston agree with the idea of a facilitator.

Trustee Brad Wick suggested Russ Forest, Gunnison's City Manager or Kathleen Fogo, the Town's former attorney. The Board would like to Mayor New to contact potential moderators and confirm their willingness and availability to facilitate a meeting. (Final 2 weeks of January – first 2 weeks of February target dates for STR meeting)

Public comments: Cyndi Wick, Jerra Garetson, John Wise, Eddy Balch

4. Reports:

- Town Mayor – posting will be put online to be added to an email list. A contract with QCC for snow plowing was drafted. It is based on the bid and was drafted by the Town’s attorney. The Board would like Rachel to proceed with signing the contract after allowing Pete Olson to review the contract and compare it to the RFP.

Motion to allow Rachel to sign the contract after allowing Pete Olson to review it and compare it to the RFP made by Trustee Suzy Metzler. Seconded by Trustee Brad Wick. Motion carried 6-0.

- Town Attorney (provided between items 12-5 and 12-6)
- Town Clerk – No clerk hours tomorrow. Would like to arrange for removal of trash from Town Hall. Would like assistance with electronics. Trustees and former trustees please pick up your checks after the meeting.

See attached sheet for remaining reports:

- Building Inspector – Rand Makowski
- Fire Department – Rand Makowski
- Zoning Board – Brian Holt
- Cemetery – James Sharpton
- Environmental Health – Sara Gibb
- Streets – Steve Pinkston
- Ditches -
- Town Hall – Juliet Serrato
- Parks and Rec – Sara Lamar
- PHCA – Kandy Nasso

5. Adjourn: Meeting adjourned at 9:31 p.m.

The next regularly scheduled meeting will be held **Monday, January 14th** 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 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 or

(970)787-0968 at least 48 hours prior to the scheduled meeting