

**TOWN OF PARACHUTE
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
September 11, 2014**

At time to start the Board Meeting, a quorum did not exist. It was determined that Trustee Tom Rugaard was planning to attend, but would be late. Town Attorney Ed Sands informed the Board Members present that they could move forward with items on the agenda that did not require a quorum until Trustee Rugaard arrived.

TRUSTEES PRESENT:

Timothy Olk, Tom Rugaard (arrived at 7:10 p.m.), John Yadloski

BOARD ABSENT:

Mayor Roy McClung, Trustee John Loschke

STAFF PRESENT:

Town Manager Stuart McArthur, Town Clerk Denise Chiaretta, Administrative Assistant Colleen Kyle, Public Works Director Mark King, Community Development Specialist Derek Wingfield, Town Attorney Ed Sands, Town Planner Davis Farrar

STAFF ABSENT:

Chief of Police Cary Parmenter

(D) COMMENTS FROM CITIZENS NOT ON THE AGENDA

Juanita Satterfield - Grand Valley Parks Association

- Ms. Satterfield informed the Board the Parks Association is the oldest non-affiliated non-profit in the area, and is in process of developing an Equine Events Center at the property on County Road 215. The property has been annexed into town, the Parks Association is in need of \$60,000 for final engineering and design to go forth; with that in place they would be more apt to be accepted for a grant. Ms. Satterfield requested to be included into town 2015 budget.

Dave Devanney - Coordinator for the visitor center introduced himself and gave the following update.

- The volunteers have had an active season. So far for the month of August there have been 7,000 people come thru our facility. Working on a plan to improve the facility a little bit. Appreciate town for the work on the parks and they look nice. There has been a little bit of use on the electric car station at rest area. So far in 2014, 1,900 volunteer hours, mostly retired people from Battlement Mesa and Parachute have collected a little over \$300 in donations to help The Chamber offset expenses in retaining operation of that facility.
- Dave is also on the Board of LOVA Trails and they are developing a non-motorized trail from Glenwood Springs to DeBeque, Mesa County line. LOVA has requested financial assistance from Town of Parachute, as well as others, for help in developing those trails.
- Would also like to request as a member of the Grand Valley Parks Association, that the Board looks favorably on the request for monies in support of the Events Center. He thinks it would be economic boost for Town of Parachute and surrounding areas.

Town Attorney Ed Sands commented that we can carry out the Pledge of Allegiance, Departmental Reports, and the Fire Department presentation. Anything on the agenda that can be done without a quorum.

(B) PLEDGE OF ALLEGIANCE

Mayor Pro Tem Juanita Williams proceeded with Pledge of Allegiance 6:42 p.m.

Town Manager Stuart McArthur announced that we will be having some Agenda changes. Items G – H and I are being deleted.

(J) GRAND VALLEY FIRE PROTECTION DISTRICT:

Presentation: Wild Lands

6:44 p.m. Fire Department Presentation by fire fighter Luke Halen of the Grand Valley Fire Protection District and Captain Bob Tipping, with fire fighters Tony Wade and Cody Reece. Gave presentation on fires and what we can do to prepare ourselves for occurrences.

Website www.garco911.org 970-625-8095 Garfield County Emergency Alert System
<http://www.redcross.org/prepare/location/home>

- When calling 911 try to give clear information.
- Have an evacuation plan with friends and family with a meeting place. Also have an out of area contact.
- Medications, food, water, flashlight, copies of personal documents, cell phone and chargers maybe a little extra money.
- Contact the Fire District to come and get your home checked out on what you can do to make sure your home is safe from wildfires.

7:05 p.m. *Departmental Reports*

(E) DEPARTMENTAL REPORTS:

(1) Mayor and Board of Trustees

There were none

(2) Administrative Monthly Update

Stuart McArthur – Town Manager

- Financials will be out ASAP
- Derek Wingfield is working on website, looking to include the Chamber of Commerce
- Two meetings coming up in October the CML District Meeting held at Grand Valley Recreation Center 4:00-8:00 p.m. business meeting at 8:00 p.m. and social hour to follow, with Tom Jankovsky
- Joint meeting with County Commissioners on October 9th with dinner starting at 6:00 p.m. at conference room and meeting starting at 6:30 p.m. to 9:00 p.m.
- Oktoberfest is coming up October 4th at 2:00 p.m., Town Manager McArthur is seeking town support for the event. The activities include a portable zip line, live music, hamster balls, bump and jump, and most are adult friendly. Three radio stations will be advertising 7 times a day. The Chamber is putting on fireworks.

Town Manager Stuart McArthur suggested they call meeting to order as Trustee Tom Rugaard arrived.

Meeting called to order at 7:11 p.m. by Mayor Pro Tem Juanita Williams

(A) ROLL CALL

(C) CONSENT AGENDA:

- (1) APPROVAL OF MINUTES FROM THE AUGUST 14, 2014 MEETING**
- (2) APPROVAL OF AUGUST 2014 EXPENDITURES**

MOTION NO. 1

Moved and seconded by Trustees Rugaard/Yadloski to approve minutes and expenditures as presented.

Motion passed unanimously.

Mayor Pro Tem Juanita Williams asked Town Manager Stuart McArthur to continue with his monthly update.

- Town Manager McArthur stated that the Town will be selling wristbands for the rides and various things to get into festival which will help recover some of the cost.
- Request to approve \$15,000 for Oktoberfest

MOTION NO.2

Moved and seconded by Trustees Rugaard/Olk to approve \$15,000 for Oktoberfest

Motion passed unanimously

(3) Police Department Monthly Update

Cary Parmenter - Chief

(4) Public Works Monthly Update

Mark King – Public Works Director

- Public Works Director King gave an update on Parachute Park Blvd. and stated that it's already dug out 2- 4 feet. Plan on ripping out rest of concrete on north side by end of the week. Meters still not installed due to rains and more leaks. Infrastructure meeting on Master Plan tomorrow.

(5) Code Enforcement Update

Derek Wingfield – Community Development Specialist

- Community Development Specialist Wingfield stated that there was a glitch with new the website but it's moving along.
- Oktoberfest - big event and have great support.
- Several building permits going on, and have a low income housing project in the works.

10 minute break at 7:22pm by Pro Tem Juanita Williams
Resume at 7:27

(F) APPOINT MARY C. ALLBEE (CANDY) TO THE PLANNING AND ZONING COMMISSION.

STAFF: S. DENISE CHIARETTA

Moved and seconded by Trustees Rugaard/Olk to approve.

Motion passed unanimously.

(K) PUBLIC HEARING CONTINUED FROM AUGUST 14, 2014 MEETING

GRAND VIEW INDUSTRIAL CENTER PUD

STAFF: DAVIS FARRAR, TOWN PLANNER

Called to order 7:28 p.m.

Town Attorney Ed Sands one month ago, made changes to documents accordingly, PUD development agreement, current uses for future uses. Declaration of covenants restrictions, for the ordinance will officially zone this and adopt PUD guide for this review. Are there any questions for applicant or public? There were none.

Closed the public hearing 7:33 p.m.

Town Attorney Ed Sands suggested motion to approve development agreement.

MOTION NO. 4

Moved and seconded by Trustees Yadloski/Rugaard to approve PUD Agreement.

Motion passed unanimously.

(L) BOARD CONSIDERATION OF ORDINANCE NO. 675

AN ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, AMENDING THE ZONE DISTRICT MAP OF THE TOWN OF PARACHUTE BY APPROVING AN INDUSTRIAL PLANNED UNIT DEVELOPMENT WITHIN THE TOWN OF PARACHUTE TO BE KNOWN AS THE GRAND VIEW INDUSTRIAL CENTER PLANNED UNIT DEVELOPMENT AND APPROVING A SITE SPECIFIC DEVELOPMENT PLAN ESTABLISHING A VESTED PROPERTY RIGHT PURSUANT TO ARTICLE 68 OF TITLE 24, C.R.S., AND SECTION 15.01.107 OF THE PARACHUTE MUNICIPAL CODE.

MOTION NO. 5

Moved and seconded by Trustees Rugaard/Olk to approve Ordinance No. 675.

Motion passed unanimously.

Open Pubic Hearing to Order 7:36 p.m.

(M) LAND USE APPLICATION:

APPLICANT : URSA OPERATING COMPANY, LLC
PROJECT NAME: TOMPKINS PAD
LOCATION: TOMPKINS PROPERTY
269 COUNTY ROAD 309
PARACHUTE, CO 81635
LEGAL DESCRIPTION: INCLUDED IN PACKET
STAFF: MARK AUSTIN, TOWN ENGINEER

Robert Bleil, Regulatory Manager for Ursa 792 Buckhorn Drive, Rifle, CO

Requested by Town Engineer Mark Austin for applicant to do their presentation first.

Anna Smith, Bruce Smith Project Hydraulic Study, started working with MA in May for a permit to put in well pad. Want to make sure addressing towns concerns, lots of information in study area. As well as 11 other well pads within the area.

-Phase I: Construction

-Phase II: Drilling would be 5-6 days to drill well and 7 days for completion. Mr. Tompkins is 140 feet deep and on south end of pad. Cement casing 1,700 ft. deep, regulations require 50 feet above and 50 feet below.

-Phase III: Completions - basically baker/completion tanks for approximately 30-45 days.

-Phase IV: Production - Bentonite Clay Liner on pad surface, contains 100%, over designed due to close proximity of springs. Was there another place to put well site, answer is no, cannot get minerals they need.

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- Ursa funded study by Western Water Land, it was independent and did not have any influence, Ursa has put in \$50,000 towards the study.
 - Bentonite liner is actually incorporated into soil where plastic liners don't work. Suggestions from Town Engineer Mark Austin and Public Works Director Mark King that we are making sure sediment controls are put in place prior to construction.
 - Have own onsite inspector and checked every two weeks, JSA's, additional inspections and can show all results to us.
 - Water baseline sampling at 20 and 40 day intervals versus 90 day interval. Focus on prevention, emergency response plans, flow line testing, groundwater sampling, monthly inspections. Results provided to landowner will also be provided to Town of Parachute.
 - Have to report and track all spills internally.
 - If you have a spill of 1 barrel or more it has to be reported. No waste or spill material at any site, will be removed.
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Town Attorney Sands asked what kinds of precautions can be done if there is a spill? Robert Bleil again stated that bentonite liners add a high level protection and response time is within 2-3 hours. There is solid welded pipe using heavier liner, burms around tanks and elevating them. Information is all accessible to Town, as well as copies of reports. Ursa was looking to start September 1 of this year but okay to start October 1, 2014. Want to get it done before it snows. Build time is 5-6 weeks.

Mayor Pro Tem Williams asked are they below the springs? Town Engineer Mark Austin stated they are 950 feet above the springs, Mayor Pro Tem Williams worried that once they start to drill the springs go away.

Robert Bleil responded that in all of his drills there has not been any with the situation where the water would escape. Potential is virtually none.

Trustee Yadloski commented that he is nervous about any drilling i being done near our springs, the Town has done lots of things to protect and improve our springs. It would only take one mistake and we could lose the water in the springs and added he would like to have some sort of WARNING if something happens.

Robert Bleil of Ursa informed the Board that technology today is much better today than in previous years. Will be proposing using geo-probes and placing them but wants to focus on prevention. Trustee Rugaard wants to make sure we have some capability of having a system in place either with a sensor or something else.

Conditions of Approval:

1. Required to submit a simplified list of inspections, reports, frequencies and how they will be provided to us.
2. Want to see them more frequently than what is required.
3. Emergency notification to us and fire department.
4. Don't just rely on state of Colorado, come directly to us with the inspections as well as going to state, possibly have someone able to read those.
5. Require operators to cover costs and to understand this stuff.
6. Only have rights since water shed ordinance has passed since 2004.
7. State law allows us to issue regulations/permits in our watershed, one of few where municipalities has say where it comes to oil and gas regulations.
8. Receive copy of plans from URSA from state regulations, notifications for baseline water sampling, public water supply sampling, frequency and recording of such. Information can be shared with the town, so we really know what is going on.
9. Something in writing as to these areas for ours and their protection.
10. Need to be carefully worded and make company wait another month till next meeting and hash out exact language.
11. Access all monitoring to what is being doing, and applicant to pay costs and hopefully share costs with other drillers that are already there.
12. Whatever we can do long term and to get other drillers to help with that cost as well.
13. Provide a list of all inspections cycle reports and frequencies, they never stop monitoring. Information being shared with town and operator paying reasonable costs to someone that is able to read and understand reports.
14. Copy of prevention plan and notifying us directly.
15. Robert Bleil of URSA - require that conditions of approval be set forth, that they come to us as the town.
16. Town Attorney Ed Sands - urge to take advantage of this.
17. Mayor Pro Tem Williams - Is it possible to approve tonight subject to conditions, per Town Engineer Mark Austin, to come up with wording to that?
18. This would be just with URSA the others would be good agenda item for future agenda.

Need to come up with an emergency plan for the Town of Parachute for future. Needs to be discussed and put forth in a work session.

Close public hearing and come up with suitable language for conditions

MOTION NO. 6

Moved and seconded by Trustees Rugaard/Olk to move to approve permit with conditions.

Motion passed unanimously.

(N) AWARD CONTRACT FOR SOLID WASTE REMOVAL:

BIDS: DEPENDABLE WASTE (Dependable Waste is the only bid)

STAFF: S. DENISE CHIARETTA, TOWN CLERK

Town Clerk Chiaretta informed the Board that the cost to the Town will remain the same.
Approve with staff filling in blanks.

MOTION NO. 7

Moved and seconded by Trustees Rugaard/Yadloski to award contract to Dependable Waste.

Motion passed unanimously.

(O) DISCUSSION 2015 PRELIMINARY BUDGET

STAFF: STUART MCARTHUR, TOWN MANAGER

Town Manager McArthur told the Board he would like to have budget workshop, Thursday, September 25 at 7:30 p.m. be good for everyone.

(P) OTHER MATTERS:

LETTERS OF INTEREST FOR BOARD REVIEW

Town Clerk Denise Chiaretta presented letters of interest from Norman Feck and Jean Ford.
Will have interested persons present at next Board Meeting to be interviewed by Board.

MOTION NO. 8

Moved and seconded by Trustees Rugaard/Olk to go into executive session.

Motion passed unanimously.

Into Executive Session 9:33 p.m.

Out of Executive Session 10:05 p.m.

THANK YOU LETTER:

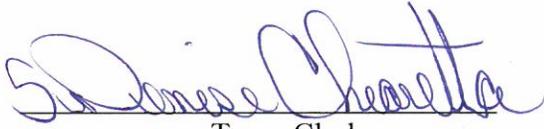
CAROL AND STUART MCARTHUR

Meeting adjourned at 10:06 p.m.





Mayor



Town Clerk

The preceding Action Minutes were prepared in accordance with the Town of Parachute Board of Trustees Rules of Order and Procedure, General Rules 9.9. These Minutes contain a record of actions that were TAKEN at the meeting, not a transcript of what was said by members of the Board, staff or other parties present. A recording of the meeting is available for review in the Town Clerk's Office for thirty days after the meeting.

Note: If you have corrections to the minutes that are minimal (incorrect spelling etc.), **please contact the Town Clerk the day prior to the meeting**. A corrected copy of the minutes will then be prepared for approval by the Board of Trustees.