

**TOWN OF DE BEQUE
BOARD OF TRUSTEES
REGULAR MEETING
MAY 16, 2016**

The Board of Trustees of the Town of De Beque held a workshop and their Regular Meeting on Monday, May 16, 2016, beginning at 5:00 p.m. in the Community Center, 381 Minter Avenue, De Beque, Colorado. Present were the following:

Trustees: Patrick Cole Deb Hoke Dave Jackson
 Shanelle Hansen Stephani Rose Judy Lake

Absent: Mayor Forest Matis

Staff Present: Haley Carmer Isaac Inskeep Bob Dalley
 Lance Stewart Shirley Nichols

Also Present: Mark Terrell Mark Gerhard

The workshop for the purpose of educating the Board regarding their duties and responsibilities was the first order of business. She presented an overview of what it is to be a Board member, explaining that the Town of De Beque is a Statutory Town and as such falls under Title 31 of the Colorado Revised Statutes.

Board vacancies are filled by appointment. This must be done within 60 days or a Special Election would be necessary. The Town Administrator oversees the day to day business, advises the Board and usually has a contract. Follow a chain of command. For general purposes, if employees come to the Board, they should be directed to the Town Administrator or the Mayor if he is the administrative authority.

Decisions are made at meetings and not outside. Acts are done by Ordinance or Resolution depending on the need. Some acts, such as, annexations require both. Most Ordinances are published one time, by title only. Some require two readings and different postings. Other than Emergency Ordinances, required to preserve public health, safety and welfare, Ordinances do not take effect until 30 days after date of publication. Resolutions need not be published.

Twenty four hour posting is required for meetings. It is considered a meeting when three or more Board members meet to discuss Town business. She explained Executive Sessions, the language required to call one, recording requirements, retention time, etc. She cautioned the Board that all information discussed in executive session is confidential. No decisions can be made while in Executive Session.

The Board was advised that their communications are subject to CORA and they should not use personal e-mail for Town business. They are also prohibited from accepting gifts. She explained conflict of

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of interest and criminal liability, cautioning them to watch what they say.

The Board thanked Ms. Carmer for her presentation.

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

In the absence of the Mayor, the meeting was called to order at 6:05 p.m. by Trustee Rose. She asked to be joined in the Pledge of Allegiance.

II. ROLL CALL:

A quorum was present.

III. ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA:

Mr. Stewart asked that the acceptance of the 2015 Audit be added to the agenda and that the scheduled Executive Session be removed.

IV. CONSENT AGENDA:

1. MINUTES: Regular meeting April 18, 2016

Motion: Trustee Cole

To accept the minutes of April 18, 2016

Second: Trustee Hoke

Trustee Hansen asked that a correction be made on page 6, number 3, and paragraph 2 regarding the suggested \$50 permit fee to restore vehicles. She had not said it was too much, Trustee Rose had, but she agreed. The change was made.

Voice Vote: Unanimously in favor of the motion.

2. BILLS AND EXPENDITURES: April, 2016

Motion: Trustee Hansen

To accept the bills and expenditures for April, 2016

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Second: Trustee Cole

Voice Vote: Unanimously in favor of the motion

Trustee Cole asked about bills for lab tests. Do we need that many? How often are they done? Mr. Inskeep explained that ACCU is for all organics and is done quarterly. The City of Grand Junction is for wastewater and is done monthly. The County fee is for water and done monthly.

3. RESOLUTION NO. 2016-08: A RESOLUTION OF THE TOWN OF DE BEQUE BOARD OF TRUSTEES CONCERNING A CONTRACT TO ACCEPT A GRANT AWARD FROM THE MESA COUNTY FMLD.

Motion: Trustee Hoke
To accept Resolution No. 2016-08

Second: Dave Jackson

Voice Vote: Unanimously in favor of the motion
Mr. Stewart explained that everything over \$10,000 must be approved by the Board.

V. ITEMS FOR PERSONS PRESENT-NOT ON THE AGENDA:

Mark Gerhard introduced himself stating that he intends to submit an application for a retail marijuana extended grow license. He hopes to have an outside marijuana cultivation business. He has a retail store in Parachute but they did not want to do a grow. He is looking at Riverbridge which he feels is the perfect place for this. He wants to start with an outside grow and expand to greenhouses.

VI. REPORTS:

Written reports were submitted by the Marshal and the Public Works Supervisor

Mr. Stewart reported that the removal of 80 CY of material resulted in 196 CY of material being removed. Tim Conwell was successful in finding a place to dispose of the extra material. We will need to find out what else needs to be done.

He is planning to put out an invitation to bid on the 2nd Street project sometime in the next ten weeks.

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The County Commissioners have set a public hearing in June to consider the formation of a mosquito district. We will be sending out a mailer to 570 landowners.

He would like Board members to be at the Commissioners meeting. We also need others willing to serve on the District Board when it is approved.

Mark Hamilton, our water attorney, is addressing a water rights application by Garfield County.

There are 92 hours of PTO time figured in the equation for holidays. Employees are against this. He has talked to the police department and they are ok with this. If changed, it will need a resolution.

There is a Special Meeting scheduled for June 6, 2016 at 6:00 p.m. for a public hearing to address the annexation of the river property. Presently Joe Keys is the only one that can be on the property. Dumping will not be allowed.

VII. PUBLIC HEARING:

None

VIII. NEW BUSINESS:

1. DISCUSSION AND ACTION ON APPOINTMENT OF SHANELLE HANSEN AS THE BOARD OF TRUSTEES REPRESENTATIVE ON THE PLANNING AND ZONING COMMISSION.

Mayor Matis has asked that the Board consider Shanelle Hansen as the representative of the Board on the Planning Commission.

Motion: Trustee Cole

To appoint Shanelle Hansen as the Board Representative on the Planning Commission

Second: Judy Lake

Voice Vote: Unanimously in favor of the motion

2. DISCUSSION AND ACTION ON THE SELECTION OF A MAYOR PRO-TEM

Mayor Matis had also asked that the Board appoint Trustee Rose to serve as Mayor Pro-tem.

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Motion: Trustee Hoke
To appoint Trustee Rose Mayor Pro-tem

Second: Trustee Jackson

Voice Vote: Unanimously in favor of the motion and it carried.

3. DISCUSSION ON USE OF THE FIRE STATION BUILDING FOR MARSHAL'S OFFICE AND PUBLIC WORKS STORAGE

The police department is in need of more space due to legal requirements and this seems to be a good use for this. They need an evidence room and need to have refrigeration units for this. If we move the Marshal's office to the Fire District Building we need to start considering repairs needed. The roof needs to be either repaired or replaced. Estimated repairs \$1000 and replacement \$4000.

Trustee Hoke asked Isaac if this would work for him and was told, yes. Trustee Cole stated that a partition could be put up to separate public works from police. He also suggested a new roof that would add 30 years to the building.

Trustee Hansen hesitates having a mosquito district in the building because of the chemicals. Mr. Stewart said we are using different chemicals that do not smell. If the district is approved we will be responsible for a large area. The general consensus of the Board was to proceed with what is needed.

4. DISCUSSION ON REQUEST TO RAISE THE CAP ON THE NUMBER OF RECREATIONAL MARIJUANA CULTIVATION LICENSES.

Mr. Stewart stated that there is lot of interest in this, not in retail but in cultivation and medical. The addition of medical marijuana would require an election. The best benefit is to continue to promote cultivation. The town benefits from use tax for building as well as RMJ excise tax. There is interest shown in growing. One potential applicant wants to purchase a large acreage for grow and set up green houses and lease them. Some potential applicants are interested in providing employee housing.

5. ACCEPTANCE OF 2015 AUDIT:

Motion: Trustee Hoke
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To accept the 2015 Audit

Second: Trustee Jackson

Voice Vote: Trustees Hoke, Jackson, Cole, Rose and Lake, yes; Mayor Matis voted, yes

Trustee Cole asked about a marijuana courier's license. Mr. Stewart said that was a question for the attorney but the Board could probably choose whether or not they want to allow this.

The question of licensing security companies has also been brought up.

Trustee Cole asked about the possibility of finding a place to move the public library. If a location can be found there would be greater access to the library. At this time the County is discussing closing it. Discussion and ideas of various locations were considered but no solutions were forthcoming.

IX. OLD BUSINESS:

None

Motion: Trustee Hoke
To adjourn the meeting

Second: Trustee Cole

All were in favor of the motion and the meeting adjourned at 7:45 p.m.

Approved

Date