



Town of Silverton

REGULAR MEETING MINUTES – Silverton Board of Trustees

Silverton Town Hall – March 12, 2018

Call to Order, Roll Call & Pledge of Allegiance – 6:30pm

Present: Mayor Tookey, Trustee Renowden, Mayor Pro Tem deKay, Trustee Maisel, Trustee MacDougall, Trustee Wegert, Trustee Gallegos

Town Manager Fineberg

Staff: Michelle Hamilton, Mark Reavis, Lisa Branner

Regular meeting

Pledge & Protocols

- I. Staff and/or Board Revisions to Agenda – Town Manager Fineberg announced that the Sheriff cancelled his presentation.

Public Comment

1. Molly Barela, Silverton resident – Had two questions re: RFP on the agenda. Town Manager Fineberg asked her to wait until staff reports.

Proclamations/Presentations

- a. ~~Sheriff Conrad – Snow Route enforcement~~
- II. Approval of Consent Agenda Items*
 - a. Accounts Payable, Payroll, Meeting Minutes 2/12
 - b. Liquor License Renewal – TPA LLC dba Thee Pitts “Again”

Trustee MacDougall moved and Trustee Gallegos seconded to approve the Consent Agenda. The motion passed unanimously with a roll call vote.

III. Staff Reports

- a. Development Standards
- b. Personnel Policy
- c. RFP – 4th of July Campground Management

Town Manager Fineberg said that the town has a set of development standards related to Public Works that dates back to 1980. In 2013 and 2014 there was an attempt to update them. With permission from the Board staff can take this across the finish line.

Mayor Pro Tem deKay asked if staff could look at hillside standards. Mr. Fineberg replied that it might be two different discussions. This is more tap and water line. Hillside development is more policy oriented, but definitely something we can discuss. Mayor Pro Tem deKay agreed that development is different on a hillside than on a grid. She said the Town does not have any development standards for the hillside in place. Mr. Fineberg said he can bring some examples of what other jurisdictions have adopted.

Mr. Fineberg brought up the personnel policy, stating that he continues to redline it. He said he would like to convene the sub-committee to discuss it. He will email out an invitation. Initial discussion will be whether to use what we have and modify or start from scratch.

Mayor Pro Tem deKay announced that the personnel committee consists of herself, Trustee Wegert, Trustee Gallegos, and Michelle Hamilton. Mr. Fineberg said he hopes they can meet before the next board meeting.



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Mr. Fineberg then addressed the RFP for 4th of July campground management. Our intention is to run the RFP for one week this week. He asked for comments from the Board.

Mayor Tookey commented that it looks similar to last year. Trustee Maisel commented that they would want to try to get it a little cheaper than last year.

Trustee Gallegos asked if staff could make it more incentive based. Mr. Fineberg replied that they left it open to hear all proposals.

Molly Barela interjected from the audience— 2 questions. 1. Workers compensation insurance coverage – since we are all volunteers is that necessary? Trustee Gallegos replied as long as you have general liability, WC should not be necessary. 2. Automotive insurance coverage. Why is that required?. Mr. Fineberg replied that staff did not modify last year's requirements. He said he will refer to general counsel. He suggested that Molly submit a proposal and he will run it past the attorney.

IV. Trustee Reports

Mayor Tookey announced that the 9 Health Fair is on April 28th, the last Saturday in April. Volunteers can check in with Becky Joyce.

V. Continued Business

a. OHV Parking

Mr. Fineberg led the on-going discussion. Staff narrowed down three potential sites for OHV trailer parking. Mr. Fineberg mentioned that since they had the discussion, he spoke with Mr. Harper, who offered use of train-property adjacent to depot. Mr. Fineberg told the Board that he invited Mr. Harper to the meeting to answer any questions for them. Mr. Harper's offer would require an amendment to the OHV route. Jim Harper stated that he and Mr. Fineberg had a conversation in regards to freeing up streets from trucks and trailers. He thought the depot would be a good property because it doesn't disrupt any current streets we have today. A portion of the fees generated would go right back to the town. This is something he proposed a year ago and he was given a long list of items to address, to which he did not respond. He listed the cost incurred by city as: signage and road maintenance. The railroad would not incur any cost. Mr. Harper stated that there is no reason why vehicles cannot cross the tracks on 10th. He said he has not and will not put forth any personal information regarding future plans for the property by the railroad.

Mayor Pro Tem deKay asked if there is any property that the Town owns in that area. Mr. Harper responded that the Town leases property next to the train's property. Trustee MacDougall commented that the streets belong to the Town. He also pointed out that whether they choose the plan the Town/County Planner proposed or Jim Harper's plan, there will be some impact to residents. Trustee Macdougall also commented that he sees adding 10th St as less impact than the Mineral St parking. We need to think of all options. Trustee Gallegos agreed. He commented that he thinks they fumbled this last year, and they should take Mr. Harper up on his offer. He is sure that Bruce (the Sheriff) would love that. There is a lot more room at the Depot. Mr. Reavis reminded the Board that they only have jurisdiction on Town property and a decision to extend 10th St would need to go through the county. Mayor Pro Tem deKay asked Mr. Harper if he will have employees? Mr. Harper replied that he may have an attendant or honor system. Trustee MacDougall commented that with regards to county, San Juan County doesn't own any property down there and all county roads are open to OHV traffic. He said he sees this as a non-issue. Feedback for Mr. Harper – our goals are simple 1. We want to relieve congestion in town. 2. We



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want to give info out – routes, restrooms, schedules, etc. Mr. Harper requested a work session to discuss the details. He said that the railroad is the only authority that can stop crossings on the track. Trustee Maisel commented that it is his understanding that there are attendants during train times. Any use or improvement requires County planning process. A letter of recommendation would be a good place to start. Trustee Maisel suggested that the planning commission two meeting process would be appropriate. Mayor Tookey commented that they need to consider that when the ballot issue happened the Board was authorized the ability to make minor modifications to the route. She suggested that they tread lightly and consider the community's feelings. Trustee MacDougall stated that he would like to give formal direction for staff .

Trustee MacDougall moved and Trustee Gallegos seconded to direct staff to create an OHV staging area through the process of a worksession and Ordinance. The motion passed unanimously with a show of hands.

Mr. Fineberg commented that he would like to be sure that this arrangement will work for code enforcement. We need to be sure we are providing enough space for people to park if they are being ticketed. Staff wanted to see if the Board would be interested in using Mr. Harper's land. Staff can now create a site plan and numbers for the Board.

Mr. Harper said he is looking at 40-50 parking spots. The railroad is reluctant to put any more time or money into this without agreement from the Board. Trustee MacDougall mentioned that he feels they shouldn't have any parking prohibition in town without giving this some time to see how it is working. Trustee Gallegos said he thinks they need to be hard from the start so people learn immediately. Trustee Wegert commented that one potential conflict he sees is a plan for how they are going to integrate this parking area with the heli-pad. Mr. Reavis suggested that in order to expedite this, they should combine town and county for the review.

VI. New Business

a. Second Reading & Public Hearing – Ordinance 2018-02 Code Amendment Procurement**

Mr. Fineberg stated that all recommended changes were made to the first draft. Public Hearing opened at 48:44. No comment. Public Hearing closed.


Trustee MacDougall moved and Trustee Gallegos seconded to approve Ordinance 2018-02. The motion passed unanimously with a roll call vote.

b. Grant Match Agreement – Town of Silverton & Friends of the Silverton Public Library

Trustee MacDougall moved and Trustee Gallegos seconded to approve the grant match agreement. The motion passed unanimously with a roll call vote.

VII Public Comment - none

VIII. Adjourn


Michelle Hamilton Town Clerk/Treasurer



Christine M. Tookey Mayor