

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

DECEMBER 11, 2025

1. CALL THE MEETING TO ORDER

Mayor Jim Wingfield called the meeting to order at 6:30 p.m. A verbal roll call was taken. Those present were Jim Jorgensen, Roger Christian, Pat Medina and Sven Edstrom.

Absent was Custer McLeod and Randy Thalmann

Those present recited the Pledge of Allegiance.

2. PUBLIC COMMENT

None.

3. CONSENT AGENDA

MINUTES FROM NOVEMBER 13, 2025, SPECIAL MEETING

Pat Medina made a motion to approve the minutes as presented, Sven Edstrom seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

MINUTES FROM NOVEMBER 13, 2025

Pat Medina noted that she was excluded from being present at the November 13, 2025, meeting. Pat Medina moved to approve the minutes of November 13, 2025, with the above noted change to be made, seconded by Roger Christian. A verbal vote was taken with all Trustees voting in favor. Motion passed.

ACCOUNTS PAYABLE

Town Clerk Ginger Redden read off the additional bills.

Pat Medina made a motion to pay the bills, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

4. TRUSTEE COMMENTS

Mayor Jim Wingfield noted that Cowboys and Aliens, a local business in Town, will hold a Family New Years Eve Party. Flyers were brought in by owner Kim Kelly.

Mayor Wingfield thanked Pat Medina for all her hard work in planning the First Annual Town of Hotchkiss Tree Lighting. He said that it was an awesome event with a great turnout. Pat said that a lot of volunteers were present and she appreciates the Community.

5. ATTORNEY COMMENTS

Attorney Bo Nerlin stated that he will talk with Ms. Gister tomorrow and that is has been a pleasure working with her and discussing the Town Business. There will be a Franchise Agreement with DMEA (Delta Montrose Electric Association) created concerning Broadband. It will be brought to the Board in January for approval.

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

Page 2
12/11/25

6. TOWN ADMINISTRATOR COMMENTS

Interim Town Administrator Lauren Gister introduced herself and stated that she has been here for ten (10) days and is very glad to be here. She compared her first few days to drinking out of a fire hose.

Due to the chatter on social media, Administrator Gister drafted a letter to the Town. This letter will be placed on Facebook and the website. She also handed a letter to the newspaper reporters present.

The way that the Agenda and Board packets are distributed every month will be changing. All agenda items for the meeting will be due on the Thursday before at 12:00 p.m. This will ensure that the packets get to the Board in plenty of time for them to read them over and ask any questions that there may be.

The Towns IT company created several distribution lists for Administrator Gister. There are separate lists for Trustees, Employees, and Department Heads. Starting with the January packets, all materials will be distributed electronically via email the Friday before the Town meeting.

Anyone that needs a paper copy can stop by the Town Hall and pick one up.

To improve Town Transparency, the agenda, the packet will be available on the Town website as well. The meeting recording will be placed on the website after the meeting and eventually measures will be put in place to live stream the meetings. The Zoom link for each meeting will now be available on the agenda.

Administrator met with Urban Rural Continuum regarding the Master Plan. Email updates are available and everyone was encouraged to sign up for them. The Open House in November was very successful and the first draft for the Master Plan will be introduced at the February Planning Commission meeting to be held on February 25, 2026.

Administrator Gister read the Municipal Code for the Town of Hotchkiss. According to the code, the Board of Trustees are supposed to have two (2) meetings a month. They are to be held on the second and fourth Thursday of every month. If there is no need for the second meeting, it will be cancelled. She has talked to the Mayor and would like to utilize the second meeting of the month to do Work Sessions and Trainings.

7. ACTION ITEMS

LIQUOR LICENSE RENEWAL-PAT'S BAR AND GRILL

Mayor Wingfield asked Town Clerk Ginger Redden and Chief Scott Green if there were any complaints and if everything was in order. Both agreed that all is in order.

Roger Christian moved to approve the Liquor License Renewal for Pat's Bar and Grill, seconded by Sven Edstrom. A verbal vote was taken with all Trustees voting in favor except for Pat Medina who recused herself from the vote. Motion passed.

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

Page 3
12/11/25

7. ACTION ITEMS (cont.)

LIQUOR LICENSE RENEWAL-THREE TWENTY BAR AND GRILL

Mayor Wingfield asked Town Clerk Ginger Redden and Chief Scott Green if there were any complaints and if everything was in order. Both agreed that all is in order.

Pat Medina moved to approve the Liquor License Renewal for Three Twenty Bar and Grill, seconded by Roger Christian. A verbal vote was taken with all Trustees voting in favor. Motion passed.

LIQUOR LICENSE RENEWAL-HOTCHKISS ELKS CLUB

Mayor Wingfield asked Town Clerk Ginger Redden and Chief Scott Green if there were any complaints and if everything was in order. Both agreed that all is in order.

Pat Medina moved to approve the Liquor License Renewal for the Hotchkiss Elks Club, seconded by Sven Edstrom. A verbal vote was taken with all Trustees voting in favor. Motion passed.

SPECIAL EVENTS LIQUOR LICENSE-HOTCHKISS ELKS CLUB

Jim Wingfield told that Board that this is a great fundraiser that the Hotchkiss Elks Club holds every year. It will be held on New Years Eve from the hours of 5:00 p.m. to 1:00 a.m. There was no one present from the Elks Club.

Roger Christian moved to approve the Special Events Liquor License for the Hotchkiss Elks Club on New Years Eve at the above noted hours, seconded by Pat Medina. A verbal vote was taken with all Trustees voting in favor. Motion passed.

MARIJUANA LICENSE RENEWAL FOR RETAIL SALES-BUD BARN DISPENSARY-JOSHUA FRYE

Town Clerk Ginger Redden told the Board that Josh Frye turned in all his paperwork, but she is still awaiting the renewal fee.

Mayor Wingfield said that he felt that payment was needed before the renewal would be approved and asked for the opinion of Attorney Nerlin. Attorney Nerlin said that there are two approaches; One being that approval can be contingent on payment being made. The second one would be to say that the application will be processed once the payment has been made. The second would be Bo's preference. The fear is that this has already been extended for a month. If the second choice is made, there will need to be an extension of the existing license done at least by the next meeting.

Jim restated the choices and wanted to put a time frame on it. Pat Medina stated that she has a problem with this as well. Sven Edstrom asked about the extension. Mayor Wingfield said that it was extended last month.

Town Clerk Ginger Redden explained that when the Bud Bard Dispensary renewed their license last year, the State renewed it for two years. The Town of Hotchkiss does not recognize the two-

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

Page 3
12/11/25

7. ACTION ITEMS (cont.)

year extension so he needed to renew with the Town in November. Joshua Frye asked for an extension via a submitted letter and the Board of Trustees granted the extension until the December meeting. His application was turned back in and Josh told Town Clerk Ginger Redden that he would be in to pay the fee, but she has not seen him with the payment yet.

Mayor Wingfield does not feel comfortable approving it without payment.

Attorney Nerlin recommended tabling it but said that if the payment is not received, that could entail a public hearing at the next meeting to revoke his license. That is not the process on the agenda for this evening. He recommended using caution before revoking. He suggested looking at a one-month extension where the application will be considered contingent upon payment.

Pat Medina said that we could do that, but Mr. Frye needs to realize that the Town cannot keep doing this every month and feels that he is taking advantage of the Town.

Mayor Wingfield stated that this is not the first time that Joshua Frye has been talked to about his payments and the problem with them being late.

Pat Medina said that a late fee may need to be put on this due to nonpayment.

Jim Jorgensen said that the letter to the Town dated December 3, 2025, said that Josh would be in to submit the payment later that day.

Mayor Wingfield said that it was up to the Board.

Administrator Lauren Gister said that if we stick with the packet going out the Friday before the Board meeting, Josh will have to pay his fee before January 2, 2026. The next meeting is January 8, 2026, which is not much time. If he has not paid by that time, then a Public Hearing can be scheduled but she does not think that anyone wants to go in that direction.

Sven Edstrom moved to extend his license to the end of the business day on January 31, 2025, and if full payment has not been received a Public Hearing can be scheduled to revoke his license at that time, seconded by Pat Medina. A verbal vote was taken with all Trustees voting in favor. Motion passed.

AGENDA APPLICATION REQUEST-WESTERN SLOPE CONSERVATION CENTER-JAKE HARTTER

Jake presented a slide show to the Board of Trustees regarding the Wildfire Ready Action Plan for pre-fire and post fire work. The Board thanked Jake for his hard work and told him that he was appreciated. Town Clerk Redden saved that slide show. Jake said that he will keep the Board updated on the progress of the plan.

RESOLUTION 2025-06 ADDING INTERIM TOWN ADMINISTRATOR AS A SIGNER ON BANK ACCOUNTS

Town Administrator Gister said that this will need to be done again when a new Deputy Clerk is hired.

Pat Medina moved to approve Resolution 2025-06, a Resolution of the Board of Trustees of the Town of Hotchkiss authorizing the legal signers for the Town of Hotchkiss, seconded by Sven Edstrom. A verbal vote was taken with all Trustees voting in favor. Motion passed.

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

Page 4
12/11/25

7. ACTION ITEMS (cont.)

PUBLIC HEARINGS FOR PROPOSED BUDGET ADOPTION FOR 2026

Jim Wingfield told the Board that there is a Budget memo and there are highlighted areas on the Proposed budget that indicates changes made.

Town Clerk Ginger Redden explained that the numbers were the transfers from Water, Garbage, Garbage and Sanitation that are transferred into the General fund to help with payroll for Public Works and cover some of the Office costs in the Clerk's Office. The wrong numbers were put in Originally entered from the previous year.

The Budget will be restructured, and a Budget software will potential put into place to help get the errors to a minimum. Starting in early Spring the process will start. The hope is that the process will be smoother for the staff and easier for the Public to understand.

ORDINANCE 2025-04 ADOPTING A BUDGET FOR THE CALENDAR YEAR 2026

Pat Medina moved to approve Ordinance 2025-04 to adopt the Budget for the Town of Hotchkiss for the calendar year of 2026, seconded by Roger Christian. A verbal vote was taken with all Trustees voting in favor. Motion passed.

ORDINANCE 2025-05 ESTABLISHING RATE OF MILL LEVY ON ALL TAXABLE PROPERTY

Sven Edstrom moved to approve Ordinance 2025-05, an Ordinance amending established rate of Tax to be levied upon all taxable property within the Town of Hotchkiss, Colorado for municipal purposes for the calendar year 2026, seconded by Pat Medina. A verbal vote was taken with all Trustees voting in favor. Motion passed.

ORDINANCE 2025-06 APPROPRIATIONS OF SUMS TO DEFRAY EXPENSES AND LIABILITIES OF THE TOWN OF HOTCHKISS AND DECLARING AN EMERGENCY

Sven Edstrom move to approve Ordinance 2025-06, an Ordinance appropriating sums of money to defray expenses and liabilities of the Town of Hotchkiss, Colorado for the 2026 calendar year and declaring an emergency, seconded by Roger Christian. A verbal vote was taken with all Trustees voting in favor. Motion passed.

RESOLUTION 2025-07 APPROPRIATION OF ADDITIONAL SUMS OF MONEY

Sven Edstrom moved to approve Resolution 2025-07, to appropriate additional sums of money to defray expenses in excess of amounts budgeted for the Town of Hotchkiss, Colorado for the calendar year 2025, seconded by Pat Medina. A verbal vote was taken with all Trustees voting in favor. Motion passed.

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

Page 5
12/11/25

8. INFORMATION ONLY ITEMS

The quarterly update from Judge Bruce Joss was placed in the packets.

Pat Medina thanked Town Administrator Gister.

Town Administrator Gister said that she welcomed phone calls with any questions.

9. ADJOURNMENT

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Ginger R Redden, Town Clerk