

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

July 10, 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, Randy Thalmann, Pat Medina and Roger Christian. Those absent were Sven Edstrom and Custer McLeod.

Those present recited the Pledge of Allegiance.

2. CONSENT AGENDA

MINUTES FOR JUNE 12, 2025

Jim Jorgensen made a motion to approve the minutes as presented, Randy Thalmann seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

3. CONSIDERATION OF BILLS

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. PUBLIC COMMENT

There were no public comments.

5. STAFF COMMENT

There were no staff comments.

6. PUBLIC HEARINGS

SPECIAL ZONING USE REVIEW FOR CHANGING FROM COMMERCIAL TO
MULTIPLE FAMILY DWELLINGS-92 HWY 133- BRYAN HOLLIS AND NICHOLE
JOHNSON

STAFF DISCUSSION

Mayor Wingfield said that this property is going from a motel to multiple family units. He said that it was recommended for approval from the Planning Commission. Jim Jorgensen asked about the size of the units. Pat Medina asked about what the full plan was for the property.

APPLICANT DISCUSSION

Nichole Johnson told the Board that she would like to be able to provide more housing for the community. She stated that if this is not passed, that she would keep the use as a motel.

PUBLIC COMMENT

There was no public comment.

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6. PUBLIC HEARING (Cont.)
SPECIAL ZONING USE REVIEW FOR CHANGING FROM COMMERCIAL TO
MULTIPLE FAMILY DWELLINGS-92 HWY 133- BRYAN HOLLIS AND NICHOLE
JOHNSON

BOARD DELIBERATION

Jim Jorgensen asked the applicant if there would be any additions to the property. Randy Thalmann asked if there was going to be any kitchenets. He also asked if these units would be for a single occupant.

At this time Mayor Wingfield reopened the Public Hearing.

APPLICANT DISCUSSION

Nichole Johnson said that there would be a host unit and then six (6) studio apartments. She said that there be bathrooms for each unit as well as hotplates or microwaves, depending on what the assessor and building code require. She said that they are not looking to do any exterior add-ons.

BOARD DELIBERATION

Pat Medina said that this request is to go from commercial to residential.

Jim Jorgensen made a motion to approve the Special Zoning Use Review for changing from Commercial to Multiple Family Dwellings at 92 Hwy 133, Roger Christian seconded. A verbal vote was taken with Jim Jorgensen, Randy Thalmann and Roger Christian voting in favor, and Pat Medina voting against. With a vote of 3 in favor and 1 against, majority rules. Motion passed.

VARIANCE REQUEST-92 HWY 133-WAIVER OF WATER AND SEWER TAPS- BRYAN
HOLLIS AND NICHOLE JOHNSON

STAFF DISCUSSION

Mayor Wingfield said that the applicants are looking to not have to purchase taps for the separate units. Public Works Department Head Marvin Jackson told the Board that the Ordinance states that they do need additional taps but that it is usually in the occurrence of when there is an apartment with a business. He told the Board that he wasn't sure if the property needed a larger main line to the meter. Jim Jorgensen asked what the cost would be to update the service line. Town Clerk Ginger Redden read off the Water Ordinance and explained that they would only have to buy the half taps for the six (6) separate units. She said that the cost of a one (1) inch tap is \$9,790.00 and she said that when upgrading the tap that the Town usually discounts the \$5,500.00 it cost for the original tap from the total. Jim Jorgensen asked if the variance was to waive the cost for the half taps. Mayor Wingfield said that is correct and that upgrading would be up to the Building Inspector. Roger Christian said that he doesn't feel the need to waive the half taps.

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6. PUBLIC HEARING (Cont.)
VARIANCE REQUEST-92 HWY 133-WAIVER OF WATER AND SEWER TAPS- BRYAN HOLLIS AND NICHOLE JOHNSON
At this time Mayor Wingfield reopened the Public Hearing.

APPLICANT DISCUSSION

Nichole Johnson told the Board that their plan is to save any construction costs to keep the rent low for the tenants. She stated that she wanted clarity on how much the taps would cost in total.

PUBLIC COMMENT

Cynthia Cooper, 259 E Orchard St, she asked the Board if there was minimum amount or size for the taps.

BOARD DELIBERATION

Randy Thalmann said that he agrees with what Jim Jorgensen said earlier.

Jim Jorgensen made a motion to deny the waiver for the water and sewer taps for 92 Highway 133, Pat Medina seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

7. OLD BUSINESS
HR POLICY UPDATE

Pat Medina told the Board that she got an email for Attorney Bo Nerlin with examples of other Towns HR Policies. She said that she would go over them and she would send them to Custer McLeod. She wants to have a workshop in September.

MASTER PLAN UPDATE

Town Clerk Ginger Redden said that Shay Coburn is getting some information together to bring to the Planning Commission this month. She explained what will be addressed in the meeting for the Master Plan process. The meeting may be in the range of an hour and a half.

MUNICODE UPDATE

Attorney Bo Nerlin said that there is a draft in the packet for the Trustees and that he wants to bring this to the Board in the August Council Meeting. The Police Department is looking to update from the 2020 Model Traffic Code to the 2025 version while looking into E-Vehicles. He is also working to develop a fee schedule for points and fees. Chief Scott Green told the Board that the Officers currently must look through the Model Traffic Code for the violation to have the fee to assess. This will change it to have the fees based off the points of the violation instead.

DRYWALL UPDATE

Town Clerk Ginger Redden told the Board that the request for bids has been published in the newspaper but there have been no responses yet.

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7. OLD BUSINESS (cont.)

MAIN STREET IMPROVEMENT GRANT UPDATE

Town Clerk Ginger Redden told the Board that the signs will be delivered to the Public Works shop on Friday. She has sent letters to the businesses CDOT has worked with and suggested. Public Works Department Head Marvin Jackson said that he had ordered the wayfinding signs and contacted CDOT for the ones along Highway 92.

WATERSMART WORKSHOP UPDATE-SET A POSSIBLE DATE FOR TOURING OF THE WATER PLANT.

Town Clerk Ginger Redden said that in the WaterSmart Workshop they recommended the Board do a tour of the Water Plant so they the how the water is sourced and processed. The Board had not reached a specific day other than to schedule it for August.

8. MAYOR REPORT

Mayor Wingfield said that Pat Medina, Chief Scott Green, Public Works Department Head Marvin Jackson and himself spoke with Hotchkiss K-8 about adjustments to the pick-up.

BOARD RETREAT POSSIBLE DATE SELECTION TO KICK OFF BUDGET SEASON

Mayor Wingfield asked what date, and time would be best for the Board to have a retreat for the 2026 budget. The Board agreed on July 26, 2025, with the time pending for the location availability. Attorney Bo Nerlin said that he would like to attend, and Engineer Joanne Fagan said that she can attend via zoom.

SET TIME AND DATE FOR A SPECIAL MEETING FOR PUBLIC HEARING

This was addressed later in the meeting.

DEPARTMENT HEAD REPORTS

POLICE DEPARTMENT

Chief Scott Green said that he is moving schedules around to accommodate for the Delta County Fair. He told the Board that he is hosting an event August 5, 2025, at the Fairgrounds for National Night Out. He invited the Board to attend. He said that he will have a band and will be serving food. This event will be from 6:00 p.m. to 8:00 p.m. He will have some flyers to go out soon.

CHIEF YEARLY REVIEW

Mayor Wingfield said that he and Pat Medina would be going over Chief Scott Green's and Public Works Department Head Marvin Jackson's reviews.

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8. MAYOR REPORT (Cont.)
PUBLIC WORKS

Department Head Marvin Jackson told the Board that the lift station is being worked on for the next three weeks. The old pump that was sent to them was returned and they received the correct one. He told the Board that there is a fire close to where our water source is at. He stated that it could cause a lot of problems if it isn't contained. Pat Medina said that something should be posted on the message boards.

TOWN CLERKS

Town Clerk Ginger Redden told the Board that she had attended the CML Conference in Breckenridge. She stated that there were a lot of Mayors and Trustees present. She said that there was a new report placed on the tables for the Board.

9. NEW BUSINESS

HOTCHKISS SHEEP CAMP STOCK DOG TRIALS UPDATE-SUE ZANOL

Sue Zanol said that she is going to be continuing the program with four (4) other friends to keep the program around. She said that they will be going forward with the name of Hotchkiss Sheep Dog Trials just to simplify it. Their goal is to focus on marketing this year, which brought in more of a crowd. She told the Board that next year will be the twenty-third (23rd) year. She asked if there were 4 individuals that would volunteer next year to help set up the event. She also asked if there could be a community yard sale at the same time as the event to draw in more of a crowd again. She also sent a letter to Delta County for vouchers for camping at the Fairgrounds.

ORDINANCE 2025-01 AMENDING ORDINANCE 2023-01 FOR AMENDING
DISTANCE FROM SCHOOLS TO 250 FEET POSSIBLE ADOPTION AS AN
EMERGENCY

Attorney Bo Nerlin told the Board that the Clerks office was contacted about Valley High LLC needing to move to a new location, but the proposed location would be within the 500 feet distance of a school. He said that Marijuana and Liquor Enforcement allow local municipalities to set their own restrictions. This would change the Ordinance setback from 500 feet to 250 feet. Jim Jorgensen asked what school was in that area. Pat Medina said that it was the school within the First Baptist Church. Jim Jorgensen asked what the exact distance was. Town Clerk Ginger Redden said that it was 276 feet away. Bo Nerlin said that there would need to be a public hearing for the request for a change of location. Pat Medina said that she agrees with Chief Scott Green that there were bars and convenience stores nearby that sell alcohol and tobacco, so she feels that there should be no issues. Mayor Wingfield told the Board that this is just about the 250 feet change, and that the hearing will be at another time. Randy Thalmann asked what other Towns have done. Mayor Wingfield said that everywhere is different. Jim Jorgensen agreed that there are other businesses close by.

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9. NEW BUSINESS (Cont.)

ORDINANCE 2025-01 AMENDING ORDINANCE 2023-01 FOR AMENDING DISTANCE FROM SCHOOLS TO 250 FEET POSSIBLE ADOPTION AS AN EMERGENCY

Pat Medina made a motion to approve Ordinance 2025-01, amending Ordinance 2023-01 for amending of distance from schools to 250 feet as an emergency, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

REQUEST FOR LETTER OF APPROVAL FOR VALLEY HIGH LLC MOVE LOCATIONS FROM 110 PINON STREET TO 179 W BRIDGE STREET

Pat Medina made a motion to approve a approval for Valley High LLC, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

RESOLUTION 2024-02 REVIEW OF HOW THE FOUR (4) DAY WORK WEEK IS GOING

Roger Christian and Jim Jorgensen said that they hadn't heard anything bad. Pat Medina said that she had heard many complaints from people and previous Board members about being closed on Friday. Mayor Wingfield said that he has heard things as well. He said that he would like to go for 10-hour days. Ginger Redden said that there are some that like it and some that don't. Randy Thalmann talked about staggering the week where one is off Monday and the other Friday. Ginger Redden explained the drawbacks of the staggered schedule. Chief Scott Green told the Board that he agrees with Randy Thalmann on the staggered schedule. He stated that the Board was misinformed about the hours that had been brought before the Board. That they are shorting the Town by a day, that they get paid to take time off for lunch, and that Deputy Town Clerk Ashley Rodarte, per the HR policy, is defined as part-time. There was further discussion amongst the Board about Holidays and salary pay. Mayor Wingfield said that if the schedule stays as four (4) days that he would it to be for ten (10) hour days.

Pat Medina made a motion to go back to five (5) days a week with eight (8) hour days, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

Bo Nerlin suggested that the transition starts September 1. The Board agreed.

EMPLOYEE WAGE DISCUSSION-POSSIBLE APPROVAL OF ANNUAL RAISES
There was some discussion amongst the Board relaying that this is for yearly audit purposes.

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

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9. NEW BUSINESS (Cont.)
RATIFICATION OF STAGE ONE FIRE BAN MADE EFFECTIVE JULY 3, 2025
Mayor Wingfield explained that the Fire Ban had been enacted in accordance with Delta County. This was to ratify the Fire Ban.

CERTIFIED VIN INSPECTIONS PRICE CHANGE \$50.00 TO \$54.00

Attorney Bo Nerlin explained that the State of Colorado had changed the fee and that the Town would be following suit.

Pat Medina made a motion to approve the change for certified vin inspections from \$50.00 to \$54.00, Randy Thalmann seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

EXECUTIVE SESSION

Pat Medina moved to go into Executive Session Pursuant to CRS 24-6-402(4)(b) for the purpose of receiving legal advice regarding a dispute as to the Town of Hotchkiss Right-of-Way along what is referred to as the Pinon Street Alley, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

The room and Zoom were cleared of all not attending the Executive Session.

RETURN TO OPEN MEETING

Mayor Wingfield read the following.

The time is now 8:09 p.m., and the executive session has been concluded. The participants in the executive session were Mayor Jim Wingfield, Jim Jorgensen, Roger Christian, Randy Thalmann, Mayor Pro Tem Pat Medina, Attorney Bo Nerlin, Public Works Director Marvin Jackson, Town Clerk Ginger Redden and Deputy Town Clerk Ashley Rodarte. For the record, if any person who participated in the Executive Session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the Executive Session in violation of the Open Meetings Law, I would ask that you state your concerns for the record. Seeing none, the next agenda item is....

POSSIBLE MOTION FROM THE EXECUTIVE SESSION

No motion made.

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10. ADJOURNMENT

The meeting was adjourned at 8:09 p.m.

Respectfully Submitted,

Ashley M. Rodarte, Deputy Town Clerk