

## RECORD OF PROCEEDINGS

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Hotchkiss Board of Trustees

December 10, 2015

1. Those present were Mayor Wendell Koontz, Dustyn Foster, Tom Wills, Larry Jakubiak, Lindee Cantrell and Jim Roberts. Mayor Pro Tem Carrie Wingfield was absent.
2. Mayor Wendell Koontz called the meeting to order at 6:30 p.m. and read a quote from John F. Kennedy.
3. Minutes for November 12, 2015  
Tom Wills said in #4 the last name is Thomason not Thomas and in #12 he made a motion but it died for lack of a second.  
Larry Jakubiak said that NAPA is now Car Quest in #20 and in the upcoming events, the Community Thanksgiving dinner was not mentioned and the time that it started was 11:00 not 11:30.  
Tom Wills moved to accept the minutes from November 12, 2015 with the above changes.  
Dustyn seconded the motion and it passed with Larry abstaining.
4. Liquor License Renewal-Past Times Tavern  
Attorney Bo Nerlin stated that there were no problems with this renewal. Marshal Miller said that he has not had problems with the Past Times Tavern. Lindee Cantrell moved to approve the Liquor License Renewal for the Past Times Tavern. Larry seconded and the motion passed with all in favor.
5. Donation Request Discussion-Partners of Ouray, Delta and Montrose Counties  
Partners is requesting a \$500 donation for the 2016 Budget. No one was present from Partners. After much discussion from the Board, Tom moved to donate \$300 to Partners. After more discussion Tom withdrew his first motion and amended it to donate \$250 to Partners for the 2016 Budget. Larry seconded the motion and it passed with all in favor.
6. North Fork Valley Creative Coalition Update  
None given.
7. 2016 Budget  
Ordinance 2015-6 Possible Adoption the 2016 Budget  
After discussing some of the changes that the Budget reflects for next year, Larry Jakubiak moved to adopt the Budget for the Town of Hotchkiss for the calendar year of 2016. Tom seconded the motion and it was passed with all in favor.  
  
Ordinance 2015-7 Possible Adoption of the 2016 Mill Levy  
Town Clerk Marlene Searle explained how she figured the Mill Levy for the Year 2016. After some general discussion of how the Mill Levy works, Tom moved to approve an Ordinance amending established Mill Levy rate of tax to be levied upon all taxable property within the Town of Hotchkiss, Colorado for municipal purposes for the calendar year 2016. Larry seconded the motion and it passed with all in favor.  
  
Ordinance 2015-8 Possible Adoption of Appropriations as an Emergency  
Larry moved to approve an Ordinance Appropriating Sums of Money to Defray Expenses and Liabilities of the Town of Hotchkiss, Colorado for the 2016 calendar year and declaring an emergency. Jim Roberts seconded the motion and it passed with all in favor.
8. Year End Bonuses  
Town Clerk Marlene Searle said that for the last several years the Town has given the staff and the Trustees a bonus of City Market gift cards. The Town employees received \$250 and the Town Trustees received \$50.  
Larry Jakubiak moved to approve the bonuses for the Town Staff and Trustees in the amount of \$250 for the Staff and \$50 for the Trustees. Jim Roberts seconded the motion and it was passed with all in favor.
9. Closing of Town Hall Christmas-Request to Close Early Christmas Eve  
Deputy Town Clerk Ginger Redden stated that last year Christmas was on Thursday and the Board approved that the Town Hall be closed both Thursday and Friday. This year Christmas

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9. (cont.) falls on Friday and the employees respectfully request that the Town Hall close at 12:00 noon on Christmas Eve.  
Larry moved that the Hotchkiss Town Hall close at 12:00 on Christmas Eve, Thursday, December 24. Jim Roberts seconded the motion and it passed with all in favor.
10. Review and Discussion-  
Professional Service Agreement between the Town of Hotchkiss and J. David Reed, P.C.  
Attorney Bo Nerlin was retained as the Town of Hotchkiss Attorney after the retirement of the Town's long time Attorney, Jim Briscoe, in 2014. After the 1 year probationary term, J. David Reed would like to extend the contract with the Town to a 3 year term and starting in 2016 the Attorney would like to increase the fee by \$10. The contract will still include the once a month Town Meeting at no charge and no charge for travel time to this meeting. Attorney Nerlin said that a 3 year contract helps the firm with their long term plans.  
Tom Wills moved to enter into a new service agreement with J. David Reed, P.C. that will be an initial term of 3 years and then automatically renew every 3 years and a rate increase of \$10 in the hourly rate bringing the rate from \$175 to \$185, and increasing in the year 2017 to an hourly rate of \$200 an hour. Larry seconded the motion and it was passed with all in favor.  
Attorney Nerlin will send a copy of the new contract to Town Clerk Marlene Searle.
11. 2016 Election Information  
Town Clerk Marlene Searle stated that some of the rules in the upcoming election have changed. The Municipal election will be held on April 5, 2016. Nomination packets can be picked up starting January 5, 2016 and must be returned to the Town Clerk no later than January 25, 2016. There are three 4 year terms and one 2 year term to be voted on in the April 2016 election. The four Trustees whose terms are up in 2016 are Dustyn Foster, Carrie Wingfield, Jim Roberts and Larry Jakubiak. Town Clerk Searle stated that the Town has signed an intergovernmental agreement with the County to conduct a mail ballot election and it will save the Town \$900. Town Clerk Searle will have a list of people on the Planning Commission whose terms will expire at the next Town meeting.
12. Town Engineer Report/Sanitation Line Upgrade  
Engineer Joanne Fagan said that William's Construction has been working on the 2nd Street Sanitation Line Upgrade part of the time and they have also been working on cleaning up the old fuel station dirt on the corner of 2nd and Bridge and in the alley way. The fuel clean up as been going well but the smell has been awful. Once Williams Construction is done with the fuel clean up they will again be working on the Sanitation Line Upgrade and they will start behind the Town Shop if the frost is not too deep. Engineer Fagan estimates that the Line Upgrade is about 15% done.
13. Comment Letter for North Fork Colorado Roadless Rule Exception  
Mayor Wendell Koontz provided a draft letter for the Board to review. Tom Wills said that he would like to edit the first paragraph so that the Town does not send an opinion. Tom also stated that in the second paragraph there is an opinion that should be edited out. Several minutes of discussion followed.  
Tom Wills moved to approve sending the letter of public comment to the State as edited. Jim Roberts seconded the motion and it passed with all in favor.  
Town Clerk Searle will revise the letter and Mayor Koontz will sign it.
14. BLM Resource Management Plan Update  
The plan is ready to be presented to Washington D.C. Public Comment will not be until late January or February.
15. Downtown Improvements Discussion  
Tom Wills said that he needs paint and plywood to make more of the decorative flowers to put along Bridge Street in the flower pots. They are in the process of pulling out the dead flowers and replacing them with the decorative ones.

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16. Delta County Housing Task Force  
No meeting was held.
17. Hotchkiss Planning Commission Update  
Tom said that they are doing the final review for the Mobile Home Regulations. Attorney Nerlin asked if the Planning Commission was going to receive comments from the public. Tom said there would be a Public Hearing for comments at the January 27, 2016 Planning Commission meeting. Mayor Koontz encouraged the Trustees to look over the proposed Ordinance and get any comments to Town Clerk Searle.
18. Leroux Creek Planning Update  
No meeting held.
19. Five Minute Public Appearance  
None
20. Department Reports  
Public Works Director Mike Owens said that most of his report was covered under the Engineer's report. The Public Works crew got all of the Christmas lights up. The water plant is doing good. The CL17 Chlorine analyzer quit and they had to replace it with the one they had on hand. They will be ordering another to keep on hand just in case it should happen again. The Public Works crew has the sander in working order and they are ready for snow and ice.  
  
Marshal Miller said that the body cameras for all of the Deputies will be here next week.
21. Hotchkiss Chamber Update  
Tom Wills said that the citizen's group that is organizing a festival to be put on during Fair Week had a meeting last night and he will keep the Board updated.
22. Mayor's Report  
Mayor Koontz said that Hotchkiss was ranked #2 of the Best Small Towns in Colorado and had a very nice write up and pictures of the Town. The Scholarship that the Town gives will be available to the Hotchkiss High School Seniors starting in January. Mayor Koontz asked Public Works Director Owens if DMEA has replaced the street lights with the LED lights yet. Mike said that it would either be later this year or in 2016 before they would start replacing them.
23. Town Clerk Report  
Deputy Town Clerk Ginger Redden said that there is a request for a support letter for a grant to fund enclosing the Duke Ditch on Willow Heights. Ginger read the letter to the Board. Larry Jakubiak moved to send a letter in support of the grant. Jim seconded and the motion passed with all in favor.  
Town Clerk Marlene Searle said that Santa's Helpers are working really hard this year. There are 5 families with a total of 14 Children. The City Market Employees are busy buying gifts for the program and the program is low on food this year. Santa will deliver the gifts on Friday, December 18th and Santa will be at the Firehouse on Saturday, December 19th. City Market Manager Tony Redden said that there is a giving tree at the front of City Market if anyone is interested in shopping for a child.
24. Upcoming Events  
Santa at Firehouse -December 19  
Community Christmas Dinner- December 25 11:00 a.m. to 2:00 p.m.  
Lighting Contest Judging-December 15th 6 -7:00 p.m.  
Town Party-December 20 from 2-4 p.m. at the Church of Art
25. New Business  
None

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26. Consideration of Bills  
Lindee Cantrell moved to pay the bills for the month of December. Larry seconded and the motion passed with all in favor.
27. The meeting was adjourned at 7:53 p.m.