

## RECORD OF PROCEEDINGS

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Hotchkiss Board of Trustees

February 9, 2017

1. Mayor Koontz called the meeting to order at 6:30 p.m. with a quote from George Washington. Those present were John Marta, Tom Wills, Larry Jakubiak, Lindee Cantrell, Mary Hockenbery and Jim Roberts.
2. Those present recited the Pledge of Allegiance.
3. Minutes for January 12, 2017  
Tom Wills wanted clarification on #9 as to the wording of what the official newspaper for the Town was (Delta County Independent) and also in #18 that the January 30th meeting was a County meeting to start discussing the County Master Plan, not a Leroux Creek planning meeting.  
Larry Jakubiak moved to approve the minutes with the above noted changes. Jim Roberts seconded and the motion passed with all in favor.
4. Liquor License Renewal  
  
JohnnyDog, LLC (PJ's Pub)  
Tom Wills moved to approve the Liquor License renewal for JohnnyDog LLC doing business as PJ's Pub. Mary Hockenbery seconded the motion and it passed with all in favor.  
  
Creamery Arts Center  
Lindee Cantrell moved to approve the Liquor License renewal for the Creamery Arts Center. Larry Jakubiak seconded and the motion passed with all in favor.
5. Libraries Update-Tracy Innot  
Tracy Innot represented the Delta County Libraries to update the Board on the things that the library is working on and offering in Hotchkiss. Tracy has been working for the Library since July of 2016 and is the Communications and Outreach Administrator. The Library offers a number of activities for children, teenagers, and adults all year long from computer and education classes to story time and the summer reading program. For the year of 2016 there were over 27,000 visits to the library which includes adults, children and teenagers. The Hotchkiss Library will be replacing carpet and painting in the Spring of 2017 and will close for two weeks.
6. Street Closure Request-Car Quest (Duckworks)  
Brandon Dowell represented Duckworks to ask for a street closure on 3rd Street between Bridge Street and the alley. They will be hosting their 23rd annual Customer Appreciation lunch on March 17 from 11:00 a.m. to 3:00 p.m. They will be serving grilled hamburgers and hot dogs as well as Taco Hut offering tacos. Duckworks opened in 1994 and this has become an annual tradition.  
John Marta moved to approve the requested street closure as described above for Duckworks. Jim Roberts seconded and the motion passed with all in favor.

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7. **Farm to Fiddle Update-Marsy Moore**  
Marsy Moore represented the Farm to Fiddle Festival to revisit the discussion with the Board about the Town either becoming a sponsor again this year or seeing about the Festival getting insurance through CIRSA. Town Clerk Marlene Searle contacted CIRSA to see what the options were and found that the insurance would cost \$258.66 and the Festival is not a rider on the Town's insurance this will be their policy and the Town will be named as a co-insured on the policy, if the Town chooses this option.  
Mary Hockenbery moved to approve the Town pay the \$258.66 fee, the cost of insurance through CIRSA for the Farm to Fiddle Festival as the Town's donation. Larry Jakubiak seconded and the motion passed with all in favor.
  
8. **Colorado Main Street Program Update**  
Jo Edmondson and Kim Shay represented the Colorado Main Street Program committee for Hotchkiss and Elyse Ackerman represented the Colorado Main Street Program for DOLA (Department of Local Affairs). The Hotchkiss Chamber of Commerce will be the main sponsor of the Colorado Main Street Program for the Town of Hotchkiss. The first step in becoming a Colorado Main Street Program is to become an Affiliate. The committee will apply for the first step and will let the Board know when they are accepted as such. This is an all volunteer program and the four steps are:
  - 1) Affiliate
  - 2) Candidate
  - 3) Main Street Community
  - 4) Graduation

At the January meeting, Lynda Cannon approached the Board for a letter of support and the Board asked to see the application that will be submitted and also asked for a little more information before making a decision. It could take five to ten years before the Graduation step is reached. Elyse said that the hardest part of this program is getting volunteers and keeping them.

Larry Jakubiak moved that Town approve a letter of support for the Hotchkiss Colorado Main Street Program Committee to submit along with their application to DOLA to start this process. Mary Hockenbery seconded and the motion was passed with all in favor.
  
9. **Building Inspector Report-John Caven**  
John told the Board that the Delta County Memorial Hospital clinic that is being built on Hotchkiss Avenue had a set back and slowed down for about three weeks. There were a couple of mistakes made that needed to be fixed. They put the floor down today and will begin framing. John also said that he is starting to get more calls about building permits and he thinks that people will start building more around Town as it gets warmer.

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10. **Big B's Easement Discussion-Jeff Schwartz**  
Attorney Bo Nerlin said that he received a new proposal from the Schwartz Family regarding the Big B's easement but would like to meet with the department heads and the Town Engineer to discuss it before bringing it to the Board. A boundary adjustment is the new proposal that would give Big B's .15 of an acre and Big B's would give the Town .05 acres back. Jeff Schwartz stated that he would pay all of the costs associated with this proposal including surveys as well as legal costs but noted that if the solution was not agreeable to him he would not sign off on it. Jeff also said that he has other options to offer if needed. If the boundary adjustment is agreed upon by the Town, Jeff has no problem paying for all of it.  
It was noted that this started in November and that it was agreed that Jeff would pay all Town Attorney Nerlin's fees associated with the first agreement. Jeff did not agree with the terms and did not sign it. The Town has paid the fees the bill has not been presented to Jeff yet.  
Attorney Nerlin said that he would get the Schwartz proposal to the Board so that it could be discussed in the March meeting and he will get a ballpark figure of the cost to the Schwartz Family.
11. **Approval of Possible Work Session (DCED Jumpstart Program)**  
The Board decided that a Work Session will be held on Thursday, February 16th at 6:00 p.m. to discuss the DCED (Delta County Economic Development) Jumpstart Program during the first half and the Colorado Main Street Program during the second half.
12. **Five Minute Public Appearance**  
Lindee Cantrell asked if the Town Scholarship Information had been submitted to the High School. She was looking through the different scholarships that can be applied for and did not see it. Town Clerk Marlene Searle said that it had been submitted and the applications are due back to the Town by February 28th.
13. **Naming Pocket Parks Discussion**  
Tom Wills said the Down Town Improvement committee is proposing that the pocket parks in Town be officially named. The park by Shadescapes they would like to be named after Julie Littlefield and the park by Pat's Bar and Grill is known unofficially as the Barnie-Fair Park. Town Clerk Marlene Searle asked if a history could be looked at since many people ask about the names of this pocket park. Mayor Koontz said that the Planning Commission should hold a public hearing regarding the parks and their naming while Town Clerk Searle reminded the Board that actual public hearings cost money. This item was held over to be discussed more at the March meeting.

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14. **Town Services Fees Discussion**  
Deputy Clerk Ginger Redden explained the fees that that Town currently charges for some of the services offered now and explained that other Towns around Colorado were asked what they currently charge for their services. Town Clerk Searle explained the Vendor Permits and how they work.  
A Work Session was set for Tuesday, February 28th at 6:00 p.m. to discuss this matter further.
15. **North Fork Valley Creative Coalition Update**  
Mary Hockenbery said that the Space to Create was moving forward in Paonia and the North Fork Valley Creative Coalition received a \$25,000 Colorado Tourism Grant. Mary also said that she will be meeting with the art person from the Creative Coalition to discuss art in the Town Hall.  
  
Mary said that she attended the Region 10 meeting and there is a small grant available that would need a match from the Town. This grant could cover the cost of proposed signs in the pocket parks. Mary will take this grant information to the Downtown Improvements Committee for consideration.
16. **Town Engineer Report**  
Joanne Fagan said that the Health Department has a grant preapproval committee that would like to meet with the Town to come up with ideas to pay for the water tank repairs. The date for the meeting will be March 9th or 10th. The work that needs to be done along Cedar and Pine is being put into the computer and the next step will be to apply for a DOLA grant. It is a gradual process.
17. **BLM Resource Management Plan Update**  
None.
18. **Downtown Improvements Discussion**  
Tom Wills updated the Board on items discussed at the Downtown Improvements meeting. People are being signed up to adopt a planter in Town and the adopter gets to choose what is planted in the planter they are caring for. Larry Jakubiak asked if the Board could get a copy of the history of the Downtown Improvements since the committee was started. There were comments about how beautiful the flowers were and how much they are loved. The intersection at Bridge and Cedar by the clinic was discussed. The planter does not contain flowers, is not as attractive as the other planters in Town and is hard to see around.
19. **Delta County Housing Task Force Update**  
None.

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20. Leroux Creek Planning Update  
No meeting held.
21. Department Reports  
Marshal Miller said that Deputy McDonald is doing well and is settling into his house. There is no officer training this month except for online trainings. There will be upcoming trainings from the State.  
No Public Works report was given.
22. Hotchkiss Planning Commission Update  
Tom Wills said that he is trying to get the draft Master Plan Survey done by the end of the month so that the Planning Commission and the Trustees can look it over. Tom will submit it to the Town Clerk and the Town Clerk will email and mail it to the Trustees to look over. There will be Public Meetings regarding the Master Plan but it will hopefully be finished by the Fall.
23. Hotchkiss Chamber Update  
None given.
24. Mayor's Report  
The Town's annual newsletter is complete. A copy can be picked up at the Town Hall or can be viewed on the Town website as well as the Facebook page. Mayor Koontz would like to move the Town meeting from April 13th to April 6th. It will be on the agenda for the March meeting. There is a seat open on the Planning Commission if anyone is interested.
25. Town Clerk Report  
None given.
26. Upcoming Events/Schedule  
Saturday, February 11th-Creamery Arts Valentines Fundraiser  
Regional Wrestling this weekend  
State Wrestling next weekend  
Thursday, February 16th-Work Session at 6:00 p.m.  
Thursday, February 23-Region 10 Meeting  
Monday, February 27th-Fair Grounds meeting at 5:00 p.m.  
Tuesday, February 28th-Work Session at 6:00 p.m.  
Thursday, March 9-Town Meeting at 6:30 p.m.

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27. New Business  
None
28. Possible Items for the Next Agenda  
None
29. Consideration of Bills  
Lindee Cantrell moved to approve all bills as presented. Mary Hockenbery seconded and it passed with all in favor.
30. Executive Session  
Mary Hockenbery moved to go into a executive session at 8:27 p.m. for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402 (4)(b), and For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy of negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402 (4)(e) seconded by Lindee Cantrell, with all in favor.
31. Returned to open meeting.  
Mayor Koontz read the following;  
The time is now 8:44 p.m., and the executive session has been concluded. The participants in the executive session were; Mayor Koontz, Tom Wills, Lindee Cantrell, Larry Jakubiak, Mary Hockenbery, Attorney Nerlin, John Marta, Jim Roberts, Marlene Searle, and Ginger Redden. 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 adjournment.
32. Adjournment  
The meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Ginger R. Redden, Deputy Town Clerk