

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

March 23, 2017

1. Mayor Koontz called the meeting to order at 6:30 p.m. with a quote from Thomas Jefferson. Those present were Mary Hockenbery, Tom Wills, Larry Jakubiak, Lindee Cantrell and Jim Roberts. (Meeting date changed from 3/9/17 - lack of quorum)
2. Those present recited the Pledge of Allegiance.
3. Minutes for February 9, 2017
Tom Wills moved to approve the minutes as presented. Jim Roberts seconded and the motion passed with all in favor.
4. Donation Requests

Hotchkiss High School (HHS) Booster Club

Ray Katzdorn represented the HHS Booster Club to request a donation and filled the Board in on what the Booster Club does for HHS including scholarships and said that the Booster Club has been active at HHS for about 14 years. In the past the Town has donated \$500 to the Booster Club. There was several minutes of discussion among the Trustees about the Town budget and the amount that should be given to the HHS Booster Club.

Tom Wills moved to approve a \$200 donation to the HHS Booster Club. Larry Jakubiak seconded and the motion passed with all in favor.

Hotchkiss Grad Night

Ray Katzdorn represented Hotchkiss Grad Night to request a donation to be used to host a Grad Night party for the graduating Seniors. The party will be held on May 21st from 9:00 p.m. to 4:00 a.m. and provides a safe and secure environment for the Seniors to celebrate.

Larry Jakubiak moved to approve a donation of \$100.00 to Hotchkiss Grad Night. Mary Hockenbery seconded and the motion passed with Lindee Cantrell abstaining.

5. "A Little Help" Information
Katie Gnauck and Dave Knutson represented "A Little Help", a new organization in the North Fork area to help Senior Citizens with any errands that they may need to have done. Dave helped start this organization because he is getting older and would like to have a program like this to help him stay in his own home as he ages. Back ground checks are done on all volunteers and members; there are 44 volunteers in the area so far.
6. Farm to Fiddle Festival Update
Deputy Town Clerk read a letter from Marsy Moore saying that they were getting ready for their Navajo Taco Fundraiser tomorrow night and she invited everyone to attend.
7. Colorado Main Street Program Update
None given.

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8. Resolution 2017-02 Rural Jumpstart Program
Tom Wills moved to approve Resolution 2017-02, a Resolution by the Hotchkiss Board of Trustees of the Town of Town of Hotchkiss of the County of Delta and the State of Colorado authorizing participation in the Rural Jump Start Program on March 23, 2017. Mary Hockenbery seconded the motion and it passed with all in favor.
9. Executive Session
Jim Roberts moved to have the Executive Session at the end of the meeting. Tom Wills seconded and the motion passed with all in favor.
10. Jeff Schwartz-Big B's Easement Discussion
Jeff Schwartz was not at this meeting.
11. Changing April Meeting Date Discussion
Jim Roberts moved to approve the moving of the Town meeting from April 13, 2017 to April 6, 2017 due to the High School being on Spring Break the week of April 13. Lindee Cantrell seconded the motion and it passed with all in favor.
The meeting will be held at the High School in conjunction with the Student Government.
12. Five Minute Public Appearance
Mark Kurtz of Elevate Fiber, a branch of Delta Montrose Electric Association (DMEA) told the Board that they were getting ready to start putting Broadband fiber in the Hotchkiss area. Mark is requesting that the Town sell or lease Elevate Fiber some land to build the Tri State substation on to house the equipment. The piece of land that he has in mind is by the Sanitation Treatment Building and the building would measure 12x12x20 and would be fenced 5 feet around it with barbed wire along the top for security. The property is located East of the driveway going into the plant and North of the ditch. DMEA is willing to clean the property of the sagebrush and make it look nice.
Mary Hockenbery moved that Mayor Koontz, Attorney Nerlin, and Mike Owens work with Mark Kurtz and DMEA on creating a lease that is acceptable to both parties. Jim Roberts seconded and the motion passed with all in favor.
13. Resolution 2017-03 - Naming Pocket Parks Discussion
Tom Wills reminded the Trustees about the suggestions for naming the Town Pocket Parks from the discussion last month. The park by Shadescapes would be named after Julia Ferry Littlefield and the park by Pat's Bar and Grill is known unofficially as the Bernie-Fair Park.
John Marta moved to approve Resolution 2017-03 a Resolution of the Board of Trustees of the Town of Hotchkiss, Colorado, officially naming two existing downtown pocket parks; the Julia Ferry Littlefield Memorial Pocket Park and the Bernie-Fair Pocket Park. Mary Hockenbery seconded and it passed with all in favor.

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14. **Town Service Fees Discussion**
Town Clerk Marlene Searle said that work is ongoing to update the current vendor/fee Ordinance. Public Works Director Mike Owens is working on the excavation and encroachment fees and permit. It will be either the April or May meeting before the Ordinance is complete for the Trustees to review. Tom Wills said that there will be a craft fair in June and the organizers are working to have a form for the vendors to sign saying that they will be collecting sales tax on all of the sales they accumulate. Larry Jakubiak stated that a State Special Events Sales Tax License is easy to obtain for a vendor, lasts for two years and only costs \$5.00. This license is required for vendors at most craft fairs and festivals in the State of Colorado. Town Clerk Marlene Searle said that she will contact other Towns and see how they handle vendors reporting their sales tax at their events and festivals.
15. **Master Plan Survey Discussion**
The goal is to have the Master Plan Surveys collected and to have the Master Plan adopted by the first quarter of 2018. The Planning Commission will host an open house on April 26 and is planning on having a table set up at different venues throughout the year to get the survey out to the public. A survey will also be put up on the website. The only cost to the Town so far is the copies made and the time of the Office staff to make the copies, fold, and staple.
16. **North Fork Valley Creative Coalition Update**
Mary said that the Creative Coalition has been discussing their annual summit being held in Breckenridge this year and the membership drive is underway. Also discussed was the possible moving of the Celebrate the Fork fundraiser. They would like to have a different Town host it every year.
17. **Town Engineer Report**
Engineer Joanne Fagan said that the as-built copies were done today for the completed sanitation project. The seep line project will be starting in the fall and will possibly be put out to bid in August.
Two weeks ago the agencies that will be helping with the funding for the water tank project met with Joanne, Mike, Town Clerk Marlene Searle and Deputy Clerk Ginger Redden. Hotchkiss qualifies as a disadvantage community and was approved for a \$10,000 grant for preliminary needs assessment and is effective March 15. The Town will need to apply to the Department of Local Affairs (DOLA) in December for the rest of the funding for the project. The water tank is worse than everyone first thought but repairs have been made and it is now full of water again. The diving company will be in Town to repair the larger tank in a couple of weeks.
18. **BLM Resource Management Plan Update**
None

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19. Downtown Improvements Discussion
Mary Hockenbery said that they are getting the planters adopted and moved around to where it will be easier to care for them.
20. Delta County Housing Task Force Update
No meeting.
21. Leroux Creek Planning Update
No meeting.
22. Department Reports
Marshal Miller did not have anything to add to his written report. Larry Jakubiak expressed concerns about people parking in front of driveways during baseball games on 4th Street on Orchard and Main Streets. Marshal Miller said that they are keeping an eye on that area and tickets will be written.

Public Works Director Mike Owens said that the Consumer Reports for drinking water will be publicized and available in April. The compressors at the water plant are being fixed. John Marta thanked Mike for the signs that he ordered to discourage people feeding the feral cats by the Senior Center. It was getting to be quite a problem and the signs have helped.
23. Hotchkiss Planning Commission Update
Tom Wills said that they had their monthly meeting last night and finished up the Master Plan Survey. The statistics will be analyzed once the surveys are returned.
24. Hotchkiss Chamber Update
None given.
25. Mayor's Report
The Farm to Fiddle Fundraiser is tomorrow night. Highway clean up in conjunction with the schools will be May 8th from 8:00 a.m. to 11:00 a.m. Town Clerk Searle received new beneficiary reports for all employees to fill out and return. The Municipal Quarterly will be held on April 28.
26. Town Clerk Report
None given.
27. Upcoming Events/Schedule
Baseball tomorrow and for the next couple of weekends
HHS hosts a track meet in Delta on Saturday due to the HHS track needing repairs

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27. (continued)FFA Oyster Fry on March 29th
FFA Fish Fry on April 23rd
Fair Grounds Meeting on April 18th
Highway Clean Up on May 8th
Graduation on May 21st
Farm to Fiddle Navajo Taco Fundraiser Tomorrow night
28. New Business
Colorado Department of Transportation (CDOT) will be hosting a meeting at the Hotchkiss High School on Wednesday, April 5th to discuss the Roger's Mesa Highway Access Plan. The meeting starts at 5:00 p.m.
29. Possible Items for the Next Agenda
Mayor Koontz reminded all Trustees to be ready for pictures to be taken at the April 6th meeting at the High School.
30. Consideration of Bills
Larry Jakubiak looked over the bills and signed checks for them to be paid on the 10th of March. Lindee Cantrell moved to ratify and approve the bills as presented. Mary Hockenbery seconded and the motion passed with all in favor.
31. Executive Session
John Marta moved to go into a executive session at 8:09 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 Tom Wills, with all in favor.
32. Returned to open meeting.
Mayor Koontz read the following;
The time is now 8:21 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, Ginger Redden, and Mike Owens.
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.

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33. Adjournment
The meeting was adjourned at 8:22 p.m.

Respectfully Submitted

Ginger R. Redden, Deputy Town Clerk