

## RECORD OF PROCEEDINGS

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Hotchkiss Board of Trustees

April 12, 2018

1. Mayor Wendell Koontz called the meeting to order at 6:30 p.m. with a quote from Theodore Roosevelt. Those present were Mary Hockenbery, Pat Medina, Jim Roberts, John Marta, Tom Wills, Lindee Cantrell, Trustees Elect Sheila Maki and Esther Koontz as well as Mayor Elect Larry Wilkening.
2. Those present recited the Pledge of Allegiance.

### OLD BUSINESS

3. Minutes for March 8, 2018  
Lindee Cantrell noted that in item # 7 the name should be Brandon, not Bandon.  
Lindee Cantrell moved to approve the minutes with the above change. Jim Roberts seconded and the motion passed with all in favor.
4. Planning Resolution 2018-1-Trustee Ratification of Master Plan  
Tom Wills explained the Master plan and how the Town came to incorporate it. Tom also explained that the Master Plan is the one item that the Planning Commission can approve on its own. The Planning Commission is asking the Board to ratify the plan for the Town. Attorney Nerlin stated that he had nothing to add.  
Tom Wills moved to adopt Planning Resolution 2018-1, A Resolution adopting the Hotchkiss Community Comprehensive Master Plan, 2018 Revision and certifying the same to the Board of Trustees. John Marta seconded and the motion passed with all in favor.
5. Insurance Quote-Farm to Fiddle Festival  
This item was approved at the March Meeting. It was approved as the Town giving the donation of the insurance rider to the Festival as well as a cash donation not to exceed a total of \$450.00. The quote for the rider came back for a total of \$522.34. The difference in cost is due to the amount of visitors anticipated this year as compared to last year.  
Tom Wills moved to approve the acceptance of the new donation of the insurance rider for the Farm to Fiddle Festival by the Town of Hotchkiss in the new amount with the understanding that next year the Farm to Fiddle Festival will have to come back and discuss this option further. This amount exceeds current donations to other events and groups. Mary Hockenbery seconded and the motion passed with all in favor.
6. Consideration of Bills  
Lindee Cantrell moved to approve the bills as presented. Jim Roberts seconded and the motion passed with all in favor.

**Farewell to Mayor Koontz, and Trustees Lindee Cantrell and Tom Wills**

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### NEW BUSINESS

7. **April 3, 2018 Election Results**  
The Election resulted in the new Mayor being Larry Wilkening serving a four year term, Trustees Esther Koontz, Mary Hockenbery and Patricia Medina serving four year terms and Trustee Sheila Maki serving a two year term.  
All of the newly elected Officials were sworn in at this time.  
The date set for the Elected Officials training was set for July 19th at 6:30 p.m. Attorney Nerlin will be sending out materials and Town Clerk Searle said that supper will be provided.
8. **Appointment of Town Clerk, Attorney, Judge and Mayor Pro Tem**  
Sheila Maki moved to approve the appointments of Marlene Searle as Town Clerk, Bo Nerlin as Attorney and Lynn French as Judge for the Town of Hotchkiss. Pat Medina seconded and the motion passed with all in favor.  
Mayor Wilkening told the Board that in speaking with Mary Hockenbery, she said that she would be interested in becoming Mayor Pro Tem unless another Trustee had an interest as well. Pat Medina moved to approve Mary Hockenbery serving as Mayor Pro Tem. Jim Roberts seconded and the motion passed with Mary Hockenbery abstaining.
9. **Special Events Liquor License-Delta County Democratic Party**  
David Jacobson said that the Delta County Democratic Party would like to request a Special Events Liquor License for their event that will be held on April 21st at Heritage Hall. The event will go from 2:00 p.m. until 10:00 p.m. The bartenders will be vigilant to make sure that no one underage gets served. David also thanked Town Clerk Marlene Searle for all of the help that she gave him to make sure that this got to the meeting on time.  
Esther Koontz moved to approve the Special Events Liquor License for the Delta County Democratic Party at the above noted date and time. Jim Roberts seconded and the motion passed with all in favor.
10. **Street Closure-First State Bank Customer Appreciation Barbecue**  
Don Chance said that this is a yearly event that the First State Bank hosts on the Friday of the Hotchkiss Sheep Dog Camp Trials. First Street from Bridge Street to Main Street is blocked off and tables are set up. The lunch is free and will be held on May 11th from 11:00 a.m. to 2:00 p.m.  
John Marta moved to approve the street closure for the First State Bank of Hotchkiss at the above noted day and time. Esther Koontz seconded and the motion passed with all in favor.

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11. Delta County Master Plan Update-Elyse Ackerman-Casselberry  
Elyse said that over 1700 people County wide have participated in the discussion for the County's Master Plan. The draft document is online on the County website and materials were left for anyone that would like to look it over. Land use regulations have been discussed as well as Municipal Growth management. Written comments can be submitted online, hand delivered or mailed until April 23rd. An Intergovernmental Agreement (IGA) will need to be addressed with the Town. Mayor Wilkening said that it would be discussed at the next Planning Commission meeting on April 25th.
12. DCED Update-Stacey Voigt  
Rescheduled for next month.
13. Work Session to Discuss Water/Irrigation Water/Water Companies Town Supplies  
A work Session was set for May 3, 2018 at 6:00 p.m. following the Corner Stone Ceremony.
14. Five Minute Public Appearance  
None.
15. Possible Water Tank Project Bid Awards  
Engineer Joanne Fagan explained the project to the Board. The Project was put out to bid a second time due to only receiving one bid for the first request. The second time the project was put out to bid it was divided into Schedule A-for the tank, and Schedule B-for the pipe and site work around the tank.  
Schedule A received 2 bids:

Doughty Steel	\$453,704
Paso Robles	\$703,468

  
Schedule B received 4 bids:

Pitt Construction	\$265,367
Tribble and Sons	\$296,953
Ridgway Valley	\$375,498
Paso Robles	\$412,849

There is a preconstruction meeting scheduled for April 23rd with the condition that the loan is executed by that time.

Esther Koontz moved to award the Schedule A part of the bid to Doughty Steel in the amount of \$453,704 with the conditions that the loan has closed, bonds are secured and the agreement is executed. Jim Roberts seconded and the motion passed with all in favor.

John Marta moved to award the Schedule B part of the bid to Pitt Construction in the amount of \$265,367 with the condition that the loan has closed, bonds are secured and the agreement is executed. Mary Hockenbery seconded and the motion passed with all in favor.

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16. Possible Effluent Line Bid Award  
Engineer Joanne Fagan told the Board that the Health Department finally gave permission to the Town to fix the effluent line. They would like to award the bid and get the work started before the water table can impact the project and so the land can be farmed.  
Esther Koontz moved to approve the Effluent Line Bid Award to Pitt Construction in the amount of \$76,779.10. Pat Medina seconded and the motion passed with all in favor.
17. Resolution 2018-06 Authorizing Loan Signatures  
Attorney Bo Nerlin explained the Resolution and the need for it to the Board.  
Esther Koontz moved to approve Resolution 2018-06 a Resolution of the Board of Trustees authorizing the legal signors for the FOP the Town of Hotchkiss, Colorado. Pat Medina seconded and the motion passed with all in favor.
18. Town Engineer Report  
See above.
19. Delta County Housing Task Force Update  
No meeting was held. Pat Medina explained the program to the Board.
20. Leroux Creek Planning Update  
Tom Wills stated from the audience that there has not been a specific meeting for the Leroux Creek planning for a while. They have had meetings in conjunction with the County to discuss the County Master Plan.
21. Department Reports  
Marshal Miller introduced the new Deputy, Erik McArtor. Deputy McDonald has completed Level 1 of Accident School.  
  
Public Works Director Mike Owens introduced the new Public Works Technician, Terry Holybee. Mike also said that the Town may need to look into water restrictions this summer but the Water Commissioner is optimistic that things won't be too bad.
22. Hotchkiss Planning Commission Update  
Mayor Wilkening said that at the last Planning Commission meeting they revised the Master Plan and looked at some things to work on in the future. The Mayor said that due to the election there are two positions on the Planning Commission Board that the Board of Trustees need to fill. One is an appointment by the Mayor and the second is a vote of the Trustees. He appointed Esther Koontz to fill one of the positions and called for another interested party and vote to fill the second Town position.  
Mary Hockenbery moved to appoint Sheila Maki to fill the second vacancy on the Planning Commission. Jim Roberts seconded and the motion passed with all in favor.

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23. Hotchkiss Chamber Update  
Mary Hockenbery said that Nathan Sponseller and Katherine Colwell will be stepping down in November. The Chamber will be looking for people to fill their spots. The Chamber will host the E-Waste project on April 21st at the Fair Grounds from 9:00 a.m. to 1:00 p.m. This is an annual fundraiser for the Chamber.
24. Mayor's Report  
Mayor Wilkening said that he went over the quarterly budget report that was included in the Trustees packet and noted that revenue is down but will hopefully pick up as the year progresses. He also thanked the Trustees from the past and welcomed the newly elected Trustees to the Board.
25. Town Clerk Report  
Town Clerk Marlene Searle said that Kathy Browning did a lot of research into the death of Constable Robert G. Lewis. Constable Lewis was the law enforcement officer for the Town of Hotchkiss in 1898 and was shot and killed while in the line of duty. Thanks to a lot of Kathy's research he will be honored on May 3rd at Camp George West in Golden, Colorado. Kathy has requested funding to be able to go to the ceremony. The request includes mileage in the amount of approximately \$140.00 and a hotel room for the night at the cost of about \$100.00. Kathy will take pictures to document the ceremony and put them on the Town website as well as the Facebook page.  
Sheila Maki moved to approve the funding request for Kathy Browning to attend the above mentioned ceremony. Esther Koontz added to the motion that Kathy submit a story to the local area newspapers. Mary Hockenbery seconded and the motion passed with all in favor.
26. Upcoming Events/Schedule  
April 21-E-Waste Recycling  
April 18- Code Red Notification Test  
April 21-Hemp Convention at the Creamery Arts Center  
May 3-Corner Stone Placing Ceremony at 5:00 p.m.  
May 3- Work Session at 6:00 p.m. following the ceremony  
May 3- Town Clean Up Day with the local Schools from 10:00 a.m. to 1:00 p.m.  
May 11-First State Bank Customer Appreciation Barbecue  
May 11-13-Hotchkiss Sheep Camp Dog Trials
27. New Business  
None.

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28. Possible Items for the Next Agenda  
Stacey Voigt- DCED Update  
Leroux Creek Planning Representative Appointment
29. Adjournment  
Pat Medina moved to adjourn the meeting at 8:22 p.m. Esther Koontz seconded and the motion passed with all in favor.

Respectfully Submitted,

Ginger R. Redden, Deputy Town Clerk