

## RECORD OF PROCEEDINGS

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Hotchkiss Board of Trustees

August 13, 2020

1. CALL THE MEETING TO ORDER

Mayor Wilkening called the meeting to order at 6:30 p.m. Verbal roll call was taken and those present were Mary Hockenbery (Calling In), Jim Wingfield, Esther Koontz, Patrick Webb, Pat Medina and John Marta.

Those present recited the Pledge of Allegiance.

2. CONSENT AGENDA

MINUTES FOR JULY 9, 2020

Esther Koontz moved to approve the minutes as presented, Patrick Webb seconded. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

3. CONSIDERATION OF BILLS

John Marta moved to approve all bills as presented, Jim Wingfield seconded. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

4. PUBLIC COMMENT

Deputy Clerk Ginger Redden told the Board that Municode has been contacted to give the Town an estimate for codifying the Town Ordinances and Attorney Nerlin will be submitting a bid as well. Also, the State notified the Town that they started working on the new website the second week of August.

5. OLD BUSINESS

2018 BUILDING CODE-BOARD OF ADJUSTMENTS DISCUSSION

Attorney Bo Nerlin told the Board that 2018 Building Code requires that the Town have a Board of Adjustments in place to hear concerns if there is a conflict with the Building Code or anything associated with it. The Board of Adjustments would consist of three (3) people; a representative from the Planning Commission, one Trustee and one Resident of the community. The Town of Hotchkiss has an Ordinance in place for the Board of Adjustments.

The Ordinance will be handed out at the September meeting and the Board can decide if it would like to keep it as is or amend it.

DISASTER DECLARATION EXTENSION DISCUSSION/APPROVAL

Mayor Wilkening explained that this was a last minute addition to the agenda due to the fact that it was noticed that the Town's was expiring when the County renewed theirs. Attorney Nerlin noted that the Town of Hotchkiss can either extend it again or allow it to expire.

Esther Koontz moved to extend the disaster declaration to December 31, 2020, Jim Wingfield seconded. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

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6. PUBLIC HEARINGS  
None

7. NEW BUSINESS

### 495 E BRIDGE STREET UPDATE-WILLIAM SWANSON

Bill Swanson told the Board that he would like to purchase the property at 495 E Bridge Street and would like to keep it as a trailer park. The previous owner passed away earlier this year and had cleaned it up and was starting to put trailers back into it. There is one new trailer there currently and he would like to buy three (3) more brand new trailers to install and rent them out. He understands that three (3) more water and sewer taps need to be purchased for each new trailer.

After several minutes of discussion among the Trustees it was decided that this item should be handled as a variance request and come before the Planning Commission first. The Board set the date of Tuesday, September 1st for a Special Planning Commission meeting to hear this request. Bill had a closing date set for August 28th but will ask for an extension and come in to the Town Hall tomorrow and fill out the paperwork to get the process started.

### OUT OF TOWN WATER TAP APPLICATION-ALLEN TODD 730 MAPLE DRIVE

Allen Todd was not present at this meeting.

Allen would like to purchase this tap to go with the property he has at 730 Maple Drive. The property is currently up for sale.

Jim Wingfield moved to approve the sale of the out of Town Water tap to Allen Todd at 730 Maple Drive, Pat Medina seconded. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

### BUILDING CODE OFFICIAL-BRUCE STANLEY-RATE STRUCTURE DISCUSSION/POSSIBLE ADOPTION

Bruce Stanley introduced himself to the Board and told them that he is also the building official for the Towns of Cedaredge and Orchard City. He was a mining engineer for 47 years and is happy to be working for the Town of Hotchkiss as well.

Bruce has put several changes in place since he started with the Town. He put together a packet with information about how to start the building permit process. Bruce would also like to change the cost associated with the current building permit fee to make new construction in Hotchkiss more affordable.

Trustees Patrick Webb and Jim Wingfield volunteered to get together and evaluate the current cost and come up with a new cost schedule to hand out at the September meeting.

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7. NEW BUSINESS (cont.)

**2020 MODEL TRAFFIC CODE DISCUSSION**

The Town of Hotchkiss is currently using the 2010 Model Traffic Code. Attorney Nerlin has a draft for updating it to the 2020 Model Traffic Code. He will discuss it with Marshal Miller and have the draft to the Board for the September meeting.

**PRO-VELOCITY PROPOSAL-IT AND SECURITY SUPPORT**

Mayor Wilkening, Marshal Miller and Town Clerk Marlene Searle met with the company, Pro-Velocity, to discuss the services that they could offer the Town in computer security and support and for what price.

The cost would be \$1450.00 a month and would be divided among four (4) departments. Pro-Velocity will provide security and IT services and will available at any time to help. With the recent loss of the server and information this would help insure that everything is up to date and safe.

Esther Koontz moved to approve the agreement with Pro-Velocity and the Town of Hotchkiss to provide security and support for all computers and servers, John Marta seconded. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

**SUPPORT LETTER FOR COMMUNITY BUILDERS**

Mayor Wilkening told the Board that part way through the process of working on the feasibility study for the down town area, COVID happened and interrupted the process. There is less money available than was budgeted for this project. A support letter may help continue the process of writing an addendum to the DOLA grant and proceed as planned.

Jim Wingfield moved to approve the support letter for Community Builders, seconded by Esther Koontz. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

At this time Marshal Miller introduced the new deputy, Kelsey Shumway to the Board. She is from East Carbon, Utah and has six (6) years of experience.

**OPENING OF SEALED BIDS-POLICE VEHICLE**

Mayor Wilkening told the Board that the bids were accepted for one of the 2009 Crown Victoria Police Vehicles. There were two (2) bids total. The first amount was \$2801.00 and the second amount was \$1200.00.

Jim Wingfield moved to approve the sale of the 2009 Crown Victoria Police car for the amount of \$2801.00 to Ryan Chamberlain, seconded by Esther Koontz. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

Public Works Director, Mike Owens reported that the old water tank is gone and Tribble Construction is finishing up the parking lot at the New Shop.

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8. ADJOURNMENT

Pat Medina moved to adjourn at 8:18 p.m. Seconded by Jim Wingfield. A verbal vote was taken with all Trustees voting "Yes". Motion Passed.

Respectfully Submitted,

Ginger R. Redden, Deputy Town Clerk