

## RECORD OF PROCEEDINGS

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Hotchkiss Board of Trustees

November 12, 2020

1. CALL THE MEETING TO ORDER

Mayor Wilkening called the meeting to order at 6:31 p.m. Verbal roll call was taken and those present were Mary Hockenbery (Calling in), Patrick Webb, Pat Medina, Jim Wingfield, Kris Hillman and John Marta.

Those present recited the Pledge of Allegiance.

2. CONSENT AGENDA

MINUTES FOR OCTOBER 8, 2020

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

3. CONSIDERATION OF BILLS

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

4. PUBLIC HEARINGS

CONDOMINIUMIZATION OF 178 E BRIDGE STREET-WHITE CRANE GALLERY, LLC/DAVE MITCHELL

Mayor Wilkening went over the rules for Public Hearings and read a letter from Denise Howard, owner of the building, stating that Dave Mitchell is her representative.

Dave Mitchell explained the request and told the Board that the upstairs would be considered as one residential unit and the downstairs would be a commercial unit. The Elks Club and White Crane Gallery do have several areas that are shared between them. Discussions were held with the Elks Club and agreements made about the upkeep on each side. Covenants were drawn up and the properties addressed how to keep the building preserved to hold up the history of it. There will be some improvements made to the building to make the front entryway more inviting and to fix an area where a dryer had been placed causing some moisture damage.

PUBLIC COMMENT

The public comment portion of this hearing was opened at 6:54 p.m. With no comments heard it was again closed at 6:54 p.m.

BOARD DISCUSSION

Mayor Wilkening told the Board that this request was also heard by the Planning Commission at the last meeting and they recommended approval by the Board of Trustees. The water taps are located in the basement of the building and the Town will be allowed access as needed.

Patrick Webb moved to approve the condominiumization request for the property located at 178 E Bridge Street, seconded by Pat Medina. A verbal vote was taken with all Trustees voting "Yes". Motion passed.

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5. OLD BUSINESS

2018 BUILDING CODE-BOARD OF ADJUSTMENTS DISCUSSION

This item was discussed at the October meeting with the Board tabling it until November in order to gauge the amount of interest there is from the citizens to be on this Board.

The Board would consist of four (4) residents of the Town and one (1) Planning Commission member. There would only be a meeting if the Chairman of this Board called one in the case of a dispute. Tom Wills and Terry O'Brien both submitted a letter of interest. The Board will spread the word to see if more interest can be generated. The Board may never have to meet but under the 2018 IBC/IRC Building Code there needs to be a Board of Adjustments in place.

BUILDING CODE- RATE STRUCTURE DISCUSSION/POSSIBLE ADOPTION

Mayor Wilkening presented the Board with examples of the way to figure the valuation for the permit fees for new buildings in the Town of Hotchkiss. He used the National valuation figures and then took 75% of the National average to make the amount that a new building permit fee would be based on.

Jim Wingfield move to approve the seventy five percent (75%) national valuation be used to figure the building permit cost for a new building, John Marta seconded. A verbal vote was taken with five (5) Trustees voting "Yes" and one (1) Trustee voting "No". Motion passed.

POSSIBLE NEW PLANNING COMMISSION MEMBER APPOINTMENT

Mayor Wilkening told the Board that with the resignation of Esther Koontz there is still a vacancy on the Planning Commission Board. The Trustees decide at the next meeting whom shall fill that position.

HOTCHKISS CHAMBER OF COMMERCE UPDATE-KIM SHAY

Kim Shay was not present.

2021 BUDGET UPDATE

Patrick Webb asked about the Court Fine line item and why that number has gone down. Marshal Miller said that with COVID the amount of traffic has gone down so not very many tickets have been written.

The Back the Badge Initiative passed. The Auditor Pete Blair suggested that a new fund be set up to have transparency for the public when they ask where the money is being spent.

A work session was set for Tuesday, November 17<sup>th</sup> at 5:00 p.m.

6. PUBLIC COMMENT

None

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7. NEW BUSINESS

LIQUOR LICENSE RENEWALS

MAHALO BEVERAGES, LLC, DBA TRI-R LIQUORS

Jim Wingfield moved to approve the renewal of the liquor license for Tri-R Liquors, seconded by Kris Hillman. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

CREAMERY ARTS CENTER

Jim Wingfield moved to approve the liquor license renewal for Creamery Arts Center, seconded by Pat Medina. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

HOTCHKISS ELKS LODGE BPOE 1807

Jim Wingfield moved to approve the liquor license renewal for the Hotchkiss Elks Lodge BPOE 1807, seconded by Pat Medina. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

SPECIAL EVENTS LIQUOR LICENSE-HOTCHKISS ELKS LODGE BPOE 1807

This item was canceled.

DONATION REQUESTS

NORTH FORK COMMUNITY DINNERS-PAT MEDINA

At this time Pat Medina excused herself from the Trustee table to speak for Larry Jakubiak on this request.

Larry Jakubiak has been hosting these dinners for the last twenty (20) plus years. This year will be take-out only with no dine in option available due to the cases of COVID starting to climb again.

Jim Wingfield moved to approve a donation to the North Fork Community Christmas dinners in the amount of \$500.00. \$250 for Thanksgiving and \$250 for Christmas, seconded by John Marta. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

Pat Medina returned to her Trustee position.

NORTH FORK CHILDREN'S CHRISTMAS PARTY-PAM BLISS

Pam Bliss was not present.

John Marta moved to donate \$200.00 to the North Fork Children's Christmas Party for the sponsorship of four (4) children, seconded by Jim Wingfield. A verbal vote was taken with all Trustees voting, "Yes". Motion passed

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7. NEW BUSINESS (cont.)  
BUILDING FEE REFUND REQUEST- NORTH FORK POOL, PARK AND RECREATION DISTRICT  
Lenore Cambria represented the North Fork Pool, Park and Recreation District (NFPPRD)  
Lenore updated the Board on the progress of the ball fields being built and asked the Board if it was possible to have some of the building permit fees paid to the Town be returned in lieu of the in-kind work that Public Works was unable to do for the project. Lenore stated that any donation would be appreciated.  
After several minutes of discussion Mary Hockenbery moved to approve a donation to the NFPPRD in the amount of \$900.00 in lieu of the in-kind work that was supposed to be completed by the Public Works Department, seconded by Jim Wingfield. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.  
Lenore thanked the Board and told them that the NFPPRD was named non-profit of the year by the Hotchkiss Chamber of Commerce.
- PROCLAMATION FOR HOSPICE & PALLIATIVE CARE MONTH-HOPEWEST  
Mayor Wilkening read the proclamation to the Board. With Board approval he signed the proclamation declaring November Hospice and Palliative Care Month for the Town of Hotchkiss.
- POSSIBLE DATE SETTING FOR TRUSTEE TRAINING  
The date of Tuesday, January 5, 2021 at 5:00 p.m. was set to have the Trustee training.
- RESOLUTION 2020-09-RATE ADOPTION FOR THE COLLECTION OF REFUSE AND GARBAGE  
The contract for the next five (5) years for the collection of refuse and garbage was awarded to Double J at the meeting in October. The fees for collection have increased.  
John Marta moved to approve the increase in fees for the collection refuse and garbage by Double J Disposal for the Town of Hotchkiss, seconded by Jim Wingfield. A verbal vote was taken with all Trustees voting, "Yes". Motion passed
- RESOLUTION 2020-10 ACCEPTING COMPLETED CONSTRUCTION-DOUGHTY STEEL  
Engineer Joanne Fagan explained that this resolution was needed by the Health Department to let them know that the Water Tank has been completed.  
Jim Wingfield moved to approve Resolution 2020-10 a Resolution of the Board of Trustees of the Town of Hotchkiss, Colorado accepting completed construction of the Barrow Mesa Water Tank replacement project by Doughty Steel, seconded by Kris Hillman. A verbal vote was taken with all Trustees voting, "Yes". Motion passed

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7. NEW BUSINESS (cont.)

RESOLUTION 2020-11 ACCEPTING COMPLETED CONSTRUCTION-PITT CONSTRUCTION  
Engineer Joanne Fagan told the Board that this resolution is needed by the Health Department also. Pitt Construction still has a few things to finish up but everything is looking good.

Jim Wingfield moved to approve Resolution 2020-11, a Resolution of the Board of Trustees of the Town of Hotchkiss, Colorado accepting completed construction of the Barrow Mesa Water Tank replacement project by Pitt Construction, seconded by Pat Medina. A verbal vote was taken with all Trustees voting, "Yes". Motion passed

RESOLUTION 2020-12 CREATING A SEPARATE PUBLIC SAFETY IMPROVEMENT SALES TAX FUND

This item was postponed to the December meeting pending certification of votes for the November election.

TOWN EMPLOYEE YEAR END BONUS DISCUSSION

Mayor Larry Wilkening explained to the Board that every year the Town of Hotchkiss employees receive \$250 in City Market gift cards and the Trustees receive \$50 as a bonus.

John Marta moved to approve City Market gift cards for the employees and Trustees of the Town of Hotchkiss in the amount of \$250 per employee and \$50 per Trustee, seconded by Jim Wingfield. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

UPDATING THE OLD SHOP BUILDING APPRAISAL DISCUSSION

Mayor Wilkening explained that the last appraisal for the shop was done in 2014. Attorney Nerlin said that it was possible to contact the person that did it to have them do a new one. Mayor Wilkening and Mayor Pro-Tem Mary Hockenbery told the Board that there is a company that will do an environmental assessment to see if clean up needs to be done at the site. The program is Brownsfield and they do EPA (Environmental Protection Agency) funded clean ups. Mayor Wilkening will talk to Community Builders to find out more information about Brownsfield and all that it entails.

MAYOR'S REPORT

At this time Mayor Wilkening updated the Board on some of the current happenings.

Deputy Shumway did not pass her shooting certification and cannot recertify until April.

There was discussion about have Zoom meetings again in the event that the COVID numbers start to climb again. The Zoom meetings are better for hearing the meeting than the call in.

8. ADJOURNMENT

Pat Medina moved to adjourn the meeting at 8:19 p.m., seconded by Patrick Webb. A verbal vote was taken with all Trustees voting, "Yes". Motion passed.

Respectfully Submitted,

Ginger R. Redden, Town Clerk