

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

March 13, 2025

1. **CALL THE MEETING TO ORDER**

Mayor Jim Wingfield called the meeting to order at 6:30 p.m. A verbal roll call was taken. Those present were Jim Jorgensen, Roger Christian, Pat Medina, Custer McLeod, and Sven Edstrom. Absent was Randy Thalmann.

Those present recited the Pledge of Allegiance.

2. **CONSENT AGENDA**

AGENDA AMENDMENT

Mayor Wingfield asked that the agenda be amended to allow for Delta County Emergency Coordinator Kris Stewart and Resolution 2025-02, be moved up to a spot after Public Comment. Roger Christian moved to approve the agenda amendment to allow the Delta County Emergency Coordinator, Kris Stewart and Resolution 2025-02 be moved up on the agenda to just after Public Comment, Custer McLeod Seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

MINUTES FOR FEBRUARY 13, 2025

Mayor Pro Tem Pat Medina said that on page 3, "Women's" is missing from Black Mesa Cattle Women's Association under the Street Closure Request for Duck Works Auto Parts.

Pat Medina made a motion to approve the minutes with the stated corrections, Sven Edstrom seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

3. **CONSIDERATION OF BILLS**

Town Clerk Ginger Redden read off the additional bills.

Pat Medina made a motion to pay the bills, Custer McLeod seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

4. **PUBLIC COMMENT**

There were no public comments.

**RESOLUTION 2025-02 MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
POSSIBLE ADOPTION-KRIS STEWART**

Kris Stewart of Delta County Emergency Preparedness showed the Board a slide show explaining the process of how the grant was applied for, how the County Towns were involved and the process and studies done. The Board thanked Kris for all his hard work.

Custer McLeod moved to approve Resolution 2025-02, a Resolution of the Town of Hotchkiss to adopt the 2024 Delta County Multi-Jurisdictional Hazard Mitigation Plan as its official mitigation plan, seconded by Pat Medina. A verbal vote was taken with all Trustees voting in favor. Motion passed.

5. **STAFF COMMENT**

There were no staff comments.

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6. PUBLIC HEARINGS

VARIANCE REQUEST FOR 7 ½ FOOT SIDE SETBACK-500 WILLOW DRIVE-JOSH RUE
Mayor Wingfield read the rules for the Public Hearing. Town Clerk Ginger Redden interrupted Mayor Wingfield to say that Josh Rue was not present at this time.

7. OLD BUSINESS

HR POLICY UPDATE

Mayor Pro Tem Pat Medina told the Board that she and Trustee Custer McLeod were waiting on notes from the Clerk's Office before starting on this project. Pat said that Town Clerk Ginger Redden and Deputy Town Clerk Ashley Rodarte have been taking classes and are learning a lot about these policies.

POSSIBLE AWARDING OF THE CAMERA AND LOCK REPLACEMENT BID

Town Clerk Ginger Redden told the Board that a late bid from Rodarte Tech came in after the packets went out and is on the table in front of them.

Custer McLeod asked Town Clerk Redden if she got a feel for the Customer Service for each bid.

Bell Tech-Ginger reiterated that they came out to the building and spent from 10:00 a.m. to 4:00 p.m. going over the building and all that needed to be replaced. They are IT for the Town of Hotchkiss and are great to work with.

Zion talked with Ginger for about 20 minutes. Ginger had Ashley take pictures around the building and Ginger sent them back to the representative. That is what they based their bid on. The representative told Ginger that if she wanted someone to walk through the building that would be a cost to the Town. The Board was not comfortable with this bid.

Pro Home Systems-Sam Johnson came out and looked at the building for several hours. The breakdown of each bid was not on the Staff Memo. Sam sent three different bids and is working on a fourth that was not available at the time the packets were sent or before the meeting. Pat Medina said that Kim Kelly has this system and has excellent service.

The Board asked Chief Green what he thought about each bid. He got the folder from Town Clerk Redden and looked over the bids while the Board discussed each one.

Chief Green said that he knew that Bell Tech Pros was already vetted and would be easy to work with since they are currently the IT company for the Town. The system would tie in seamlessly. Chief Green would also like to add a night vision camera to the parking lot in front of the Police Department to provide a safe place for child exchanges as well as Craig's List transactions.

Public Works Department Head Marvin Jackson said that he really had no thoughts about the bids.

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7. OLD BUSINESS (cont.)

POSSIBLE AWARDDING OF THE CAMERA AND LOCK REPLACEMENT BID (cont.)

The Board directed Staff to reach back out to Pro Home Systems and see if they would mind getting vetted, find some examples of their work and how long the integration would take. Mayor Pro Tem Pat Medina said that it is important that we receive quality work.

PUBLIC HEARINGS

VARIANCE REQUEST FOR 7 ½ FOOT SIDE SETBACK-500 WILLOW DRIVE-JOSH RUE

At 7:10 p.m. Josh Rue showed up at the Meeting. The Board agreed that the Public Hearing could be conducted now instead of waiting until the April Meeting.

STAFF PRESENTATION

Mayor Jim Wingfield reiterated the rules for the Public Hearing.

Mayor Wingfield said that the Planning Commission recommended approval for this Variance Request.

Building Inspector Scott Stoneburner said that the shed is good and solid, and Josh will come into the Town Hall and get a building permit if this Variance is approved.

APPLICANT PRESENTATION

Josh Rue introduced his next-door neighbor. She has no problems with this Variance and her letter was submitted to be placed with the file for the Variance. Josh had nothing else to add.

PUBLIC COMMENT

Public Comment was opened and closed at 7:15 p.m. with no comments for or against.

BOARD DELIBERATION

Sven Edstrom moved to approve the 7 ½ foot Variance Setback for Josh Rue at 500 Willow Drive, seconded by Custer McLeod. A verbal vote was taken with all Trustees voting in favor. Motion passed.

REQUEST FOR PROPOSALS-MASTER PLAN DISCUSSION-FILL IN DATES FOR PLACEMENT IN PAPER

Jim Wingfield told the Board that there was \$50,000.00 in the Budget for this project.

Town Clerk Ginger Redden asked the Board how many weeks they would like to run this in the paper. Joanne said that we should make sure that it says requests for proposals instead of bids. Changes were made to reflect that in the paperwork.

Attorney Nerlin said that the Town can run it in the paper and then distribute it to the Colorado Municipal League for distribution as well and try to reach out to some regional firms that do Master Plans.

Pat Medina moved to run the Request for Proposals for the Master Plan be run in the High Country Shopper and Spotlight for two (2) weeks and be distributed to the Colorado Municipal

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7. OLD BUSINESS (cont.)
REQUEST FOR PROPOSALS-MASTER PLAN DISCUSSION-FILL IN DATES FOR
PLACEMENT IN PAPER (cont.)
League as well, seconded by Roger Christian. A verbal vote was taken with all Trustees voting in favor. Motion passed.
8. MAYOR'S REPORT
Mayor Wingfield said that the Spring Cleanup for the Town of Hotchkiss will be Friday, April 11, 2025, and Saturday April 12, 2025, from 8:00 a.m. to 4:00 p.m. Vouchers will be available for Citizens that live within the limits of Town of Hotchkiss for one (1) free dump. Recla-metals will have two (2) roll offs on site as well to recycle metal not taken by Bruin Waste.

DEPARTMENT HEAD REPORTS

POLICE DEPARTMENT

Chief Green told the Board that the Police Department has been handing out Red Tags for Code Enforcement so that Citizens can plan accordingly and take advantage of the Town Spring Cleanup. Copies of the Ordinance and the Spring Cleanup Flyer are being distributed.

The Police Department is now fully staffed.

Chief Green graduated from Executive Leadership Training.

PUBLIC WORKS

Public Works Department Head Marvin Jackson told the Board the manhole on Miner's Trail has not been vacuum tested yet. The water line has had some problems, but it is coming along.

9. NEW BUSINESS
POSSIBLE AWARDDING OF LAWN MOWING BID
In 2024 the bid was awarded to Don Dybala in the amount of \$14,500.00. The mowing includes Willow Heights Park, Town Hall, Triangle Park by City Market and the cleanup of the leaves in the fall. The cost is divided between the Town Hall Building and Public Work Streets in the General Fund and Labor in the CTF (Conservation Trust Fund). The mowing factors depend on grass growth and in the past has been biweekly unless there is a lot of moisture.

Four Bids were turned in:

- 1) Larry Lopez of Delta for \$800 per mowing. No insurance provided.
- 2) Don Dybala Services of Hotchkiss for \$9,450 for the season starting May 1, 2025, and ending November 15, 2025. Insurance provided.
- 3) Elite Exterior Care, Luke Anderson, of Delta for \$1050 per mowing. No Insurance provided.
- 4) JT Thompson of Hotchkiss, \$1900 per mowing with biweekly mowings as well as Spring and Fall Cleanup. No insurance provided.

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9. NEW BUSINESS(Cont.)

POSSIBLE AWARDDING OF LAWN MOWING BID (cont.)

The Board discussed the bids for several minutes. The consensus was that insurance was important to have. Jim Jorgensen stated that he was happy with how Don Dybala did the mowing last year.

Jim Jorgensen moved to continue with the lawn care services provided by Don Dybala in the amount of \$9,450 for the season starting May 1, 2025, and ending November 15, 2025, seconded by Custer McLeod. A verbal vote was taken with all Trustees voting in favor. Motion passed.

EXECUTIVE SESSION

Pat Medina moved to go into Executive Session Pursuant to CRS 24-6-(4)(b) for the purpose of receiving legal advice regarding the provision of out-of-town water, seconded by Custer McLeod. A verbal vote was taken with all Trustees voting in favor. Motion passed.

The room and Zoom were cleared of all not attending the Executive Session.

The recording of the Executive Session was stopped at 7:29 p.m. due to Attorney/Client Privilege.

RETURN TO OPEN MEETING

The recording of the meeting was turned back on at 7:58 p.m.

Mayor Wingfield read the following.

The time is now 7:58 p.m., and the executive session has been concluded. The participants in the executive session were Mayor Jim Wingfield, Jim Jorgensen, Roger Christian, Sven Edstrom, Custer McLeod, Mayor Pro Tem Pat Medina, Attorney Bo Nerlin, Public Works Director Marvin Jackson, Joanne Fagan, and Town Clerk 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....

POSSIBLE MOTION FROM THE EXECUTIVE SESSION

No motion made.

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10. ADJOURNMENT
The meeting was adjourned at 7:59 p.m.

Respectfully Submitted,

Ginger Redden, Town Clerk