

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

NOVEMBER 13, 2025

1. CALL THE MEETING TO ORDER

Mayor Jim Wingfield called the meeting to order at 6:28 p.m. A verbal roll call was taken. Those present were Jim Jorgensen, Randy Thalmann, Roger Christian, Pat Medina, and Sven Edstrom. Those absent were Custer McLeod.

Those present recited the Pledge of Allegiance.

2. CONSENT AGENDA

MINUTES FOR OCTOBER 9, 2025

Pat Medina made a motion to approve the minutes as presented, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

MINUTES FOR NOVEMBER 4, 2025

Pat Medina made a motion to approve the minutes as presented, Jim Jorgensen 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, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

4. PUBLIC COMMENT

Mayor Wingfield read the rules for Public Comment.

Pat Medina stated that she took the time to speak with Robbie LeValley to do a Christmas tree lighting event at the Fairgrounds on Dec 6th. She stated that she is working closely with Leisl DeField and several other volunteers. She is looking to get some posters up for the event.

Tom Wills, 159 W Main St, he stated that in 2022 there was a survey done for the sidewalks within the Town and an Ordinance came shortly after. He said that there have been two projects, which were Main Street and some in front of the Creamery. February of 2022 was when Larry Wilkening, Roger Christian and Richard Kramer went through Town and rated the sidewalks from best to worst. Yet there has been no progress since then. He suggested to add a fee onto the utility bills, that would need voter approval, to build up funds for the Town to fix the sidewalks. He stated that the sidewalks are continuing to get worse.

Emma Kottenstette, 188 E Orchard St, started giving comment on a public hearing and was addressed that she would be able to speak with the public comment of the hearing.

Joel Reed, 553 N Cedar Dr, stated that he had submitted an Ordinance that would protect the children from advertisements that children shouldn't have to be involved in. He is disappointed that this wasn't place on the agenda. He had submitted it in person, by e-mail and online. He isn't thrilled to see the signs outside the stores.

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4. PUBLIC COMMENT (Cont.)
Matthew Kottenstette, 188 E Orchard St, gave his support to Tom Wills bringing up the sidewalk issues.

Laurie Conner, 184 E Main St, told the Board that she would rather rip up the sidewalk on her property than pay for half. She is happy about the tree lighting. She questioned about the distance changing for marijuana but not for liquor.

5. STAFF COMMENT
None

6. PUBLIC HEARINGS
VARIANCE REQUEST FOR NONCONFORMING LOT SIZE AND BUILDING
PLACEMENT-LIESL DEFIELD OF DRIVE BREW-TBD 6TH STREET
STAFF PRESENTATION

Mayor Wingfield told the Board that the Variance Request was approved for recommendation with the Planning Commission.

APPLICANT DISCUSSION

Liesl DeField stated that her packet is complete and that she can answer any questions.

Jim Jorgensen asked about safety with the parking that is established with City Market and a possible crosswalk.

Liesl clarified that the drive-thru would be towards the road.

PUBLIC COMMENT

Emma Kottensette, 188 E Orchard St, stated that she is concerned about the parking. She cited the parking requirements and that there is no parking on the plan. She also questioned the square footage and the agreement with the manager of City Market, stating that it should be with the corporation. She is concerned about the safety of those that are driving, as well as the pedestrians. There is also no room for vendors or semi parking. She questioned if parking requirements would be enforced on the next owner or not.

Jake DeField, 24725 Hanson Mesa Rd, stated that he has spoken with the owner of the carwash and that they are okay with the staff parking there and would be okay with delivery trucks.

Matthew Kottensette, 188 E Orchard St, stated that moving through with this process with firm documentation would be preferable.

Joel Reed, 533 N Cedar Dr, stated that the plans will be an improvement.

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6. PUBLIC HEARINGS (Cont.)

VARIANCE REQUEST FOR NONCONFORMING LOT SIZE AND BUILDING
PLACEMENT-LIESL DEFIELD OF DRIVE BREW-TBD 6TH STREET
PUBLIC COMMENT

Tom Wills, 159 W Main St, stated that the zoning code hasn't been changed but that there has been a precedence set. This could be another variance request.

BOARD DELIBERATION

Pat Medina said that she agrees with Emma and that it would be beneficial for Liesl to have documents. Randy Thalmann said that he agrees with Jim Jorgensen on the crosswalk for safety. Jim Jorgensen stated that because the shops are merging, safety should be looked at and that it will be a good addition.

Sven Edstrom asked for recommendations from Attorney Bo Nerlin on going forward. Bo explained that it could be passed, denied, passed with stipulations, or back to the applicant for revisions.

Sven Edstrom made a motion to table this hearing and refer the application back to the applicant for documented parking agreement with City Market and to work with Farm Runners, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

BOUNDARY ADJUSTMENT FOR 247 AND 263 W MAIN STREET-FIRST BAPTIST
CHURCH

STAFF PRESENTATION

Mayor Wingfield explained that there was a previous boundary adjustment and that they purchased the next property over.

APPLICANT PRESENTATION

Benjamin Weber stated that they purchased the remaining adjacent property and they would like to remove the boundary.

PUBLIC COMMENT

There were no public comments.

BOARD DELIBERATION

Jim Jorgensen made a motion to approve the boundary adjustment for 247 and 263 W Main Street for First Baptist Church, Randy Thalmann seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

LOT SPLIT FOR DELTA COUNTY PARCEL LOT NUMBER 3243322000012-JOHN BAIR
OF DELTA COUNTY AND GLADYS AND CARL CARPENTER

STAFF PERSENTATION

Mayor Wingfield explained the application.

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6. PUBLIC HEARINGS (cont.)
LOT SPLIT FOR DELTA COUNTY PARCEL LOT NUMBER 3243322000012-JOHN BAIR
OF DELTA COUNTY AND GLADYS AND CARL CARPENTER
APPLICANT PRESENTATION
John Bair, Delta County Attorney, told the Board that they have been working with the Carpenters. They are purchasing the parcel that is in the Town limits from the Miner's trail to the south.

PUBLIC COMMENTS
There were no public comments.

BOARD DELIBERATION
Pat Medina made a motion to approve the lot spilt for Delta County parcel lot number 3243322000012, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.
7. OLD BUSINESS
HR POLICY UPDATE-SET DAY AND TIME FOR SECOND WORK SESSION
The Board deliberated and came to Tuesday, December 9, 2025, at 6:30 p.m.

MASTER PLAN UPDATE
Town Clerk Ginger Redden told the Board about the open house and that there is a survey on the website.

MUNICODE UPDATE
Bo Nerlin told the Board that there is no update at this moment.

MAIN STREET IMPROVEMENT GRANT UPDATE
Ginger Redden said that there is work still being done with the contract and it has been sent to Attorney Bo Nerlin and Engineer Joanne Fagan. The company TS&L are looking to start work on Monday. They would be more interested in doing a purchase contract. Joanne said that we are spending someone else's money, they should be able to enter a contract and have their books audited by the state. Bo Nerlin stated that we are almost there and that there should be a contract in place for this project.
Pat Medina made a motion to get a contract in place for the Main Street Improvement Grant, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

WATERSMART WORKSHOP UPDATE
Ginger Redden said that the grant was submitted but haven't heard anything yet.

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7. OLD BUSINESS (Cont.)
SENIOR CENTER DRYWALL UPDATE
Mayor Wingfield stated that there is still a small leak and they want to fix the leak before replacing ceiling tiles.

8. MAYOR'S REPORT
Mayor Wingfield had nothing to report.

POLICE DEPARTMENT
Chief Scott Green stated that he had nothing to provide the Board with.

PUBLIC WORKS
Public Works Department Head Marvin Jackson stated that they have gotten some water taps installed and things are going well.

TOWN CLERKS/FINANCE REPORT
Ginger Redden told the Board that the latest budget is in the packets and that the mill levy will be figured for the final draft.

9. NEW BUSINESS
DONATION REQUEST-NORTH FORK CHILDREN'S CHRISTMAS PARTY
This would be the 34th year. The bags for the kids include many necessities. December 6th will be the community wrapping and they will deliver December 13th.
Pat Medina made a motion to approve the \$300 dollar donation for the North Fork Children's Christmas Party, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

AGENDA APPLICATION REQUEST-HOPEWEST PROCLAMATION-NOVEMBER IS HOSPICE AND PALLIATIVE CARE MONTH-WILMA ERVIN AND JENNI NEIL
Wilma Ervin told the Board that she would like the Town to declare November as Hospice and Palliative Care Month. Ginger Redden read the proclamation out loud for the Board and attendees.
Pat Medina made a motion to approve the proclamation to declare November as Hospice and Palliative Care Month, Sven Edstrom seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

SPECIAL EVENTS LIQUOR LICENSE-DELTA COUNTY LIVESTOCK ASSOCIATION-ZACH HOTCHKISS
Zach Hotchkiss told the Board that this event is a banquet for their members that auctions things off for scholarships. This will be on December 6th, 2025.
Jim Jorgensen made a motion to approve the special events liquor license for Delta County Livestock Association, Sven Edstrom second. A verbal vote was taken with all Trustees voting in favor. Motion passed.

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9. NEW BUSINESS (Cont.)

DONATION REQUEST-NORTH FORK SENIOR CENTER-MARK SULLIVANT

Mark Sullivant stated that they had acquired the Paonia Senior Center and that it needs some repairs. They are asking for continued support for the center.

Roger Christian made a motion to approve the donation for \$500 to the North Fork Senior Center, Pat Medina seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

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

Allen Todd told the Board that this is on 35 acres and that he would like it to be spilt 3 times. There is an existing tap on the property. He explained to the Board that they have someone interested in the property. He stated that the County wants there to be a tap on the property to split the lot. It was relayed to him that the tap would need to be installed within the year after it was approved and that it could be a frost-free hydrant. Mayor Wingfield stated that he is worried about how the water was last year. Sven Edstrom asked if there is currently one lot and needs more taps to be spilt. There was discussion between Allen Todd and Sven Edstrom. Allen Todd stated that he had previously spoken with Mike Owens about this tap. Bo Nerlin stated that there was a staff conversation with the mayor and that there was no policy in place at this time. He stated that it is at the Boards discretion but that maybe there should be an assessment conducted. Other Towns ask for something else in exchange, like annexation. Mayor Wingfield stated that there should be a policy in place to be sure that there is water to serve the location. Bo Nerlin suggested bringing something back in the first quarter of 2026.

Jim Jorgensen made a motion to table until there was more information, Pat Medina seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

RESOLUTION 2025-05 POSSIBLE APPROVAL OF BUDGET AMENDMENT FOR INTERIM TOWN MANAGER

Mayor Wingfield explained the Resolution to the Board and the attendees.

Pat Medina made a motion to approve Resolution 2025-05 the possible approval of budget amendment for Interim Town Manager, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

POSSIBLE APPROVAL OF INTERIM TOWN MANAGER AGREEMENT

Bo Nerlin explained that this is to bring in a Town Administrator and what would be initiated with the Town. Lauren introduced herself to the Board. She is the retired Town Manager from Carbondale. Her background was a retired marine officer; she then obtained a law degree and worked as a real estate lawyer and then went into government. Her strength is organization and procedures. Randy Thalmann asked about paying for travel both ways. Lauren stated that it was included and that she was looking for part-time lodging in Town.

Roger Christian made a motion to approve the agreement for an Interim Town Manager, Pat Medina seconded. A verbal vote was taken with Jim Jorgensen-yes, Randy Thalmann-no, Pat

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9. NEW BUSINESS (Cont.)
POSSIBLE APPROVAL OF INTERIM TOWN MANAGER AGREEMENT
Medina-yes, Roger Christian-yes, and Sven Edstrom-yes. A vote of four (4) yes and one (1) no, majority rules. Motion passed.

MARIJUANA LICENSE RENEWAL FOR RETAIL SALES-BUD BARNS DISPENSARY
Mayor Wingfield stated that Joshua Frye couldn't be present and is asking to receive a month's extension.

Pat Medina made a motion to approve the month's extension for Bud Barns Dispensary, Jim Jorgensen seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

EMPLOYEE/TRUSTEE YEAR END BONUS DISCUSSION

Ginger Redden explained the bonuses to the Board. The Employees would receive a \$250 gift card for City Market, including the Town Administrator and the Trustees would get \$50.

Pat Medina made a motion to approve the year end bonuses for the employees and trustees, Roger Christian seconded. A verbal vote was taken with all Trustees voting in favor. Motion passed.

10. ADJOURNMENT
The meeting was adjourned at 7:43 p.m.

Respectfully Submitted,

Ashley Rodarte, Deputy Town Clerk