

**TOWN OF SILT
REGULAR BOARD OF TRUSTEES MEETING
JUNE 25, 2018 – 7:00 P.M.**

The Silt Board of Trustees held their regularly scheduled meeting on Monday, June 25, 2018 in the municipal council chambers. Mayor Richel called the meeting to order at 7:00 p.m.

Roll call	Present	Mayor Keith Richel Trustee Kyle Knott Trustee Dina Prieto Trustee Jerry Seifert Trustee TJ Tucker Trustee Sam Walls
	Absent	Mayor Pro-tem Samantha Alexander

Also present were Interim Town Administrator Jeff Layman, Town Clerk Sheila McIntyre, Community Development Director Janet Aluise, Chief of Police Mike Kite, Public Works Director Trey Fonner, Utilities Director Jack Castle, Town Attorney Michael Sawyer and members of the public.

Pledge of Allegiance and Moment of Silence

Consent Agenda

- 1) Minutes of the June 11, 2018 Board of Trustees meeting
- 2) **Resolution No. 16, Series 2018, A RESOLUTION OF THE TOWN OF SILT ADOPTING A HAZARD MITIGATION PLAN FOR GARFIELD COUNTY, AS WELL AS THE TOWN OF SILT ADDENDUM TO SUCH PLAN**

Trustee Tucker made a motion to approve the minutes of the June 11, 2018 Board of Trustees meeting. Trustee Knott seconded the motion, and the motion carried unanimously.

Based on a request for more information from the Board, Director Aluise gave a brief staff report on Resolution No. 16 stating that this is a plan that is updated every five years and that Garfield County encourages municipalities and districts to adopt this multi-agency document. There was brief discussion regarding evacuations in Silt in the case of different types of emergencies.

Trustee Tucker made a motion to approve Resolution No. 16, Series 2018, A RESOLUTION OF THE TOWN OF SILT ADOPTING A HAZARD MITIGATION PLAN FOR GARFIELD COUNTY, AS WELL AS THE TOWN OF SILT ADDENDUM TO SUCH PLAN. Trustee Walls seconded the motion, and the motion carried unanimously.

Conflicts of Interest – Trustee Walls stated that an authorized representative on the Main Street Plaza application is related to him but that they are not a direct family member. It was determined that there was no conflict.

Public Comments – Peggy Swank was present to give an update on the upcoming Silt Heydays that will be taking place July 27 – 29, 2018.

Agenda Changes – There were no agenda changes.

Resolution No. 18, Series 2018, A RESOLUTION OF THE TOWN OF SILT APPROVING THE AMENDED AND RESTATED ANNEXATION AND DEVELOPMENT AGREEMENT FOR A PROPERTY LOCATED WEST OF 1ST STREET AND NORTH OF STATE HIGHWAY 6, KNOWN AS THE MAIN STREET PLAZA PLANNED UNIT DEVELOPMENT, ALSO KNOWN AS PARCEL #2179-091-00-045, TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO

Present tonight was applicant Les Simms. Director Aluise stated that the applicant has cured his breach by the changing of the Annexation and Development agreement and bringing back this ARADA. Ms. Aluise continued by giving her staff presentation and going through the changes made. Mr. Simms stated that the changes would make his project more buildable and sellable.

Trustee Seifert made a motion to approve Resolution No. 18, Series 2018, A RESOLUTION OF THE TOWN OF SILT APPROVING THE AMENDED AND RESTATED ANNEXATION AND DEVELOPMENT AGREEMENT FOR A PROPERTY LOCATED WEST OF 1ST STREET AND NORTH OF STATE HIGHWAY 6, KNOWN AS THE MAIN STREET PLAZA PLANNED UNIT DEVELOPMENT, ALSO KNOWN AS PARCEL #2179-091-00-045, TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO. Trustee Prieto seconded the motion, and the motion carried unanimously.

Resolution No. 17, Series 2018, A RESOLUTION OF THE TOWN OF SILT APPROVING THE GYPSUM RANCH LLC PRE-ANNEXATION AGREEMENT FOR A PROPERTY LOCATED NORTHWEST OF THE TOWN OF SILT WATER AND WASTEWATER TREATMENT FACILITIES, ALSO KNOWN AS PARCEL #2179-093-00-716, IN GARFIELD COUNTY, STATE OF COLORADO

Present tonight were Tim Thulson, representative for the applicant, Dick Stevenson, partial owner, and Gregg Rippy, General Manager. Director Aluise went through her staff report stating that this pre-annexation agreement sets up for the Town and applicant potential land uses (tiny homes, special event venue, private community center, private and public trails, oil and gas extraction (off-site) and sand/gravel/aggregate extraction), following a serial annexation. It was included that the applicant hopes to have 400-500 tiny homes in this development.

There was discussion regarding the access to this project via Exit 94 off Interstate 70, response time for emergency services, water rights and usage, additional language as presented by Attorney Sawyer regarding site-specific development, the flood plain and an additional bridge to gain access to the development.

The applicant gave a brief explanation of what they would like to do with the property, adding that even though there are several uses being presented, it is the tiny home development that they are pursuing. Mr. Rippy also explained that they would pay the entire water and sewer bill to make it easier for the town to collect on the units and that each unit would pay an annual lease for their lot.

Director Aluise added that the current code is not tailored to tiny homes but that they can be addressed through a master plan community with PUD guidelines. Attorney Sawyer explained that this is just the beginning of a long process and that the pre-annexation agreement essentially lays out the framework for the town and the applicant to work together.

Trustee Knott made a motion to approve Resolution No. 17, Series 2018, A RESOLUTION OF THE TOWN OF SILT APPROVING THE GYPSUM RANCH LLC PRE-ANNEXATION AGREEMENT FOR A PROPERTY LOCATED NORTHWEST OF THE TOWN OF SILT WATER AND WASTEWATER TREATMENT FACILITIES, ALSO KNOWN AS PARCEL #2179-093-00-716, IN GARFIELD COUNTY, STATE OF COLORADO adding the proposed language from the attorney that states “at the time that Landowner submits a site specific development plan, Landowner shall submit all plans, studies and reports as required by the Town code, including but not limited to traffic reports, floodplain delineations, water rights analyses, and similar studies”. Trustee Walls seconded the motion, and the motion carried unanimously.

Amendment to Solid Waste Removal and Recyclables Collection Agreement with Mountain Waste & Recycling

Administrator Layman stated that staff has been working with Mountain Waste on a contract adding that there are a couple of things that still need to be addressed. He asked that the Board approve an amendment to the current contract to allow for an additional 60 days to get the new contract finalized. Mr. Layman added that trash is not an Enterprise Fund and that staff would like time to research this to see if one should be established.

Trustee Tucker made a motion to approve the Amendment to Solid Waste Removal and Recyclables Collection Agreement with Mountain Waste & Recycling. Trustee Prieto seconded the motion, and the motion carried unanimously.

Holy Cross Energy Electric Vehicle charging station – Island Park

Director Aluise stated that the request tonight is for the support of a grant application that Holy Cross Energy will be writing and submitting to request funds to build an EV fast-charging station at Island Park. The park was chosen for its proximity to Holy Cross Power, because it is close to walking trails/park, has a portable sanitary unit, and is within an easy-access parking lot. The charging station would consist of four charging stations and would be at no cost to the Town.

There was discussion about additional lighting at the park and the charging station and taking away from the park in terms of the quiet, beauty and ambiance. Staff stated that they do not feel that the charging station will negatively affect the use of the park to the degree that people would not want to use it.

Trustee Tucker made a motion to approve the Holy Cross Energy Electric Vehicle charging station at Island Park. Trustee Prieto seconded the motion, and the motion carried unanimously.

Cedar Networks – Expansion into town discussion

Administrator Layman stated that a representative was to be here tonight but perhaps they were confused on their need to attend. The Board chose to move this item to the next agenda.

Award of bid for Silt Senior Housing Alarm System

Director Fonner went over the bid process and stated that only one company submitted a bid. He stated that he would recommend awarding the bid to Acme Alarm Company. Mr. Fonner explained that the Town was awarded a grant from Garfield County Federal Mineral Lease District in the amount of \$25,000 for this project and that he recommends going with the base system in the amount of \$17,360 plus the tamper covers for a total amount of \$18,340. He then stated that some of the work necessary for the second phase of the alarm system can be done now in order to reach the \$25,000 grant amount and then he would like to budget the remaining \$11,300 in 2019 to complete the installation of the unit detection and notification equipment.

There was discussion to check with Acme Alarm to see if they would honor their prices next year for the second phase of the project and if not, what the increased amount would be.

Trustee Prieto made a motion to award the bid for the Senior Housing Alarm System to Acme Alarm Company. Trustee Tucker seconded the motion, and the motion carried unanimously.

May 2018 financials and balance sheets

Administrator Layman went over the financials. There was discussion regarding the Conservation Trust Fund, how it is funded and how the funds can be used. It was suggested to have someone come in and do training on how to read the budget and explain the various funds and how they can be used.

Trustee Seifert made a motion to approve the May 2018 financials and balance sheets. Trustee Walls seconded the motion, and the motion carried unanimously.

Executive search update

Administrator Layman went over his memo and the list of alternatives to proceed with the executive search for a Town Administrator, adding that he would be interested in applying for the position should the Board deem him a viable candidate. The Board discussed the various options presented and agreed that they would like to pursue bringing in a professional facilitator to see what type of a person the Town wants to fill that position.

It was asked if the Board could contact current staff members regarding their thoughts of the Interim Administrator and Attorney Sawyer stated that in light of the situation, it would be acceptable to have a couple of Trustees talk to Department Heads. Attorney Sawyer also stated that the finalist for the position would need to be posted in the newspaper for fourteen days.

There was also discussion regarding what the salary range would be for the position and it was decided that a salary survey should be looked into. Trustee Tucker suggested that applications be directed to Clerk McIntyre who would then submit them to a sub-committee who would

choose a pool of five or six candidates to interview. Mayor Richel suggested that the treasurer position be addressed first as it may help assist in knowing what the available salary is for the Administrator position. He also stated that he feels that a facilitator can be brought in for a work session and that the department heads should be a part of that since they will be working with the chosen individual on a daily basis.

There was a consensus to bring in a facilitator to assist the Board with putting together a profile for an Administrator before it is advertised. Administrator Layman will reach out to two individuals who can assist with this first step and also get the salary information put together for the Board.

Updates from Board / Board Comments

Trustee Walls commented about all of the work that staff puts in daily and thanked them for all of their hard work. He added that he would like to come in sometime and see what everyone does and just wanted everyone to know that he appreciates everything that they do. Trustees Knott and Prieto agreed with Trustee Walls adding that they appreciate how organized staff is and thanked them all for their hard work.

Trustee Tucker stated that he attended the CIRSA training at the CML conference last week and that he spoke with Tami Tanoue about conducting Board training or getting the books that were available at the conference for all of the trustees. He added that he also spoke with her regarding training for all of the employees so that they are up to speed on electronic fraud and other things that might affect them. Trustee Seifert thanked staff for all that they are doing.

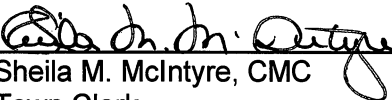
Mayor Richel stated that the Board of County Commissioners would be meeting with the Board on July 9 and to let him know what topics they would like to discuss. He also announced that we would not be having fireworks for Heydays due to the extremely dry conditions. Staff will look into a possible laser show in place of fireworks. He also thanked staff for their hard work.

Chief Kite reminded everyone that fireworks are not allowed at all this year and that citations will be issued immediately. It was added that the police department are handing out doorknockers to anyone who is watering on days that they are not allowed and for excessive watering due to the limited amount of water that the town has. Chief Kite added that we are under a Stage 2 fire ban now and asked that people be extremely cautious adding that fire pits and charcoal fires are not allowed.

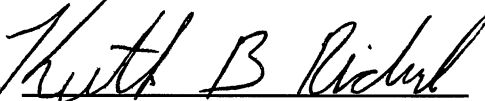
Adjournment

Trustee Prieto made a motion to adjourn. Trustee Knott seconded the motion, and the motion carried unanimously. Mayor Richel adjourned the meeting at 9:13 p.m.

Respectfully submitted,


Sheila M. McIntyre, CMC
Town Clerk

Approved by the Board of Trustees


Keith B. Richel
Mayor

