

**TOWN OF SILT
REGULAR BOARD OF TRUSTEES MEETING
MAY 24, 2021 – 7:00 P.M.**

The Silt Board of Trustees held their regularly scheduled meeting on Monday, May 24, 2021. Mayor Richel called the meeting to order at 7:02 p.m.

Roll call	Present	Mayor Keith Richel Trustee Justin Brintnall Trustee Samuel Flores Trustee Andreia Poston Trustee Jerry Seifert
	Absent	Mayor Pro-tem Kyle Knott Trustee Sam Walls

Present remotely were Town Administrator Jeff Layman, Town Clerk Sheila McIntyre, Public Works Director Trey Fonner, Town Treasurer Amie Tucker, Police Chief Mike Kite, Attorney Michael Sawyer, Planner Mark Chain and members of the public.

Pledge of Allegiance and Moment of Silence

Chief Kite introduced two of the newest officers to the department, Officer Roxy Macias and Officer Michael Hixson.

Public Comments – Present tonight were Fire Chief Leif Sackett with Colorado River Fire Rescue along with Fire Board Director Levy Burris to relay to the Board the possibility of a mill levy increase question on the November ballot. Chief Sackett explained the impacts that have been felt by CRFR since 2016 when assessed valuations dropped. He stated that some of the impacts experienced from the last mill levy increase not being approved have caused them to close a station, sell apparatus and combine administrative positions. Mr. Burris explained how important the services provided by CRFR are to the communities that they serve and the impact that the funding shortfalls have had on them. He added that in order to maintain their current level of services, they are looking for voter support through a possible mill levy increase. Chief Sackett stated that more information would be coming out in the next couple of weeks and it was stated that CRFR would be asking for letters of support in the future due to the importance of this issue.

Consent Agenda

1. Minutes of the May 10, 2021 Board of Trustees meeting
2. Renewal of Kum & Go #905 – Fermented Malt Beverage license

Trustee Seifert made a motion to approve the consent agenda as presented. Trustee Flores seconded the motion, and the motion carried unanimously.

Conflicts of Interest – There were no conflicts of interest.

Agenda Changes – Mayor Richel stated that when the Board discusses the Salary Survey tonight that it would be tabled for a short period to allow the Board to go into Executive Session. That topic would then be finished once the Executive Session has been completed.

Resolution No. 13, Series 2021, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO, ADOPTING AN ELECTRONIC PARTICIPATION POLICY

Attorney Sawyer stated that this resolution updates the electronic participation policy and would allow the Trustees, Planning Commission and all other Boards and Commissions for the Town to participate electronically in all public meetings as well as the public. Mr. Sawyer added that he would ask that the VALE Board be included in this policy when they make their motion.

There was brief discussion on what would constitute a quorum in a hybrid situation and that all meetings must be open for public participation, either remotely or in person. Attorney Sawyer confirmed that if all Board members are present in Chambers, then a roll call vote would not be necessary.

Trustee Seifert made a motion to approve Resolution No. 13, Series 2021, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO, ADOPTING AN ELECTRONIC PARTICIPATION POLICY with the addition of the VALE Board. Trustee Brintnall seconded the motion, and the motion carried unanimously.

Resolution No. 14, Series 2021, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO, REPEALING RESOLUTION 19, SERIES 2020, DECLARING A LOCAL DISASTER EMERGENCY

Attorney Sawyer stated that now that things have changed in terms of health guidance related to Covid19, staff was asked to prepare a resolution rescinding Resolution No. 19, Series 2020 which enacted the State of emergency last year.

Trustee Seifert made a motion to approve Resolution No. 14, Series 2021, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO, REPEALING RESOLUTION 19, SERIES 2020, DECLARING A LOCAL DISASTER EMERGENCY. Trustee Poston seconded the motion, and the motion carried with Trustee Brintnall voting nay.

Water Plant Update

Director Fonner went over the improvements that have been made to the water plant and also those items that are taking place now. He added that the improvements made have assisted in decreasing the TTHM's and went on to say that the more pressing issue now is increasing production at the plant as it is creeping towards full capacity, especially with all of the new construction that is happening right now. He stated that staff is already looking into what would need to be done to increase the capacity. It was asked if we had the ability to provide water for the upcoming Painted Pastures development and Director Fonner stated that we do and that

staff has been busy researching the difference between the amount of water produced and what is being returned to the wastewater plant, as there seems to be a large amount of water that is unaccounted for.

Mayor Richel commented that this is a good example of why we need to make sure that we are collecting all of the necessary fees as the Town doesn't have the reserved funds to negotiate tap fees and wastewater fees with developers, adding that it is their money that helps pay for improvements to our plants. He stated that maybe now is the time to look at the cost of our tap fees and if they should be raised, adding that we are way behind on where they should be and now, we have a plant that needs work. He added that grant money is running out and that unfortunately this falls back onto the taxpayers to fund these types of improvements.

The Board cautioned citizens on their water use and to make sure that they are not using their potable water for their yards and to follow all watering policies in regards to irrigation. The Board thanked staff at the plants for the great job they have been doing.

April 2021 Financial Report

Treasurer Tucker went over the April 2021 financial report and answered questions.

Administrator & Staff Comments

Administrator Layman went over his report and briefed the Board on the following:

- welcoming the public back in person tonight for public comment,
- the Parks, Recreation and Culture Master Plan meeting coming up,
- the first concert of the season to take place on June 11, and
- the Ice Cream Social last week that garnered about 100 people.

Updates from Board / Board comments

The Board stated that they appreciated the work session tonight with the Planning Commission, and that incredible feedback was received regarding the Highwater Farms operation at the Silt River Preserve. The Board also thanked the staff for their hard work at the water plant and for everything else that everyone does on a daily basis. CRFR was also recognized for their hard work and that we need to do what we can to help them get the funding they need.

Mayor Richel commented on a wall of rocks that were placed behind Columbine Liquor by the trailer park, making sure that they were allowed by code and that they don't cause any issues with emergency services. Staff stated that this is on private property but that they would check into this. He also thanked the Police Department for their work on code enforcement.

2021 Salary Survey and Pay Adjustments

Administrator Layman stated that the Town had contracted with ILG, an HR Consulting group two years ago and that they were tasked with conducting a salary survey. He explained that

ILG had done a survey for the Police Department that had already been implemented and that tonight's presentation addresses the remainder of the Town's positions.

Anne McCord was present to go over her presentation that addresses the entire team. Ms. McCord explained that their company is also working to update the Town's Employee Handbook and that it should be finalized shortly. Ms. McCord then explained the process they went through to address the various positions recognizing that many of the employees "wear multiple hats". The survey provides a minimum and maximum salary range for each position to help set wages for employees based on experience, certifications, length of time in their position and length of employment.

Ms. McCord stated that the recommended salary adjustments for Administration and Public Works would be effective July 1, 2021 with additional adjustments to be made to Public Safety on January 1, 2022. She added that by being competitive in our market it should help keep other surrounding communities from "poaching" our employees.

It was asked what the percentage of increase the recommended adjustments would be and staff stated that it should amount to approximately 5 percent.

Mayor Richel made a motion to table this agenda item and enter into executive session and to include Administrator Layman and Attorney Sawyer. Trustee Brintnall seconded the motion, and the motion carried unanimously.

Executive Session

Mayor Richel made a motion to go into an executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators under C.R.S. Section 24-6-402(4)(e). Trustee Seifert seconded the motion, and the motion carried unanimously. The Board adjourned to executive session at 8:08 p.m.

At the end of executive session, Mayor Richel made the following statement: "The time is now 8:32 p.m., and the executive session has concluded. No formal action was taken in executive session. The participants in the executive session were: Keith Richel, Jerry Seifert, Andreia Poston, Justin Brintnall, Samuel Flores, Jeff Layman, Michael Sawyer and Mike Churchill. 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". No objections were stated.

2021 Salary Survey and Pay Adjustments – (continuation)


Mayor Richel asked if there was a particular reason that the pay adjustments for public safety were being postponed until January 2022 and Administrator Layman explained that the department had a pay adjustment on January 1, 2021 and that he was also being sensitive to the cost of the adjustments. Chief Kite stated that his officers are very pleased with their salary adjustments and that he is fine with reassessing his department for any adjustments in 2022.

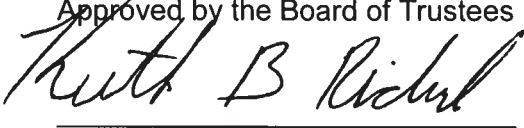
Trustee Seifert made a motion to approve the 2021 Salary Survey and Pay Adjustments as presented. Trustee Flores seconded the motion, and the motion carried unanimously.

Adjournment

Trustee Brintnall made a motion to adjourn. Trustee Seifert seconded the motion, and the motion carried unanimously. Mayor Richel adjourned the meeting 8:38 p.m.

Respectfully submitted,


Sheila M. McIntyre, CMC
Town Clerk

Approved by the Board of Trustees

Keith B. Richel
Mayor

