

## TOWN OF MINTURN MINUTES – JANUARY 21, 2004

### WORK SESSION 5:45 (Town Center)

- **Manager Transitional Issues Discussion**
  - **Recruiting Process**
  - **Recruiting Profile**
  - **Specific Issues Update**
- **Public Works Truck Bids**

### REGULAR MEETING 7:00 (Town Center)

#### CALL TO ORDER/ROLL CALL

Mayor Earle Bidez called the meeting to order at 7:04 p.m.

Council members present: Bill Burnett, Jim Kleckner, Mayor Earle Bidez Jerry Bumgarner, Fred Haslee, Ron Spohrer and Darrell Wegert.

Also present: Nicole Magistro, Administrative Assistant; Russ Martin, Town Planner; Jay Brunvand, Town Treasurer; Allen Christensen, Town Attorney; and Lorenzo Martinez, Chief of Police.

#### APPROVAL OF AGENDA

Motion by Ron S., second by Jerry B., to approve the agenda with the following additions; all voted in favor. Under action items add appointment of interim town manager and motion to approve arrangement for town manager's house. Also under the executive session, add legal issues, strike two items currently in agenda.

#### LIQUOR LICENSE AUTHORITY

- Liquor License Renewal Application – Chili Willy's; 101 Main St., Hotel/Restaurant License

Al Brown, owner of Chili Willy's was present. Jay B. said all paperwork was in order. Lorenzo M. indicated that the establishment has been a model business in town and recommended approval.

Motion by Bill B., second by Fred H. to approve the Liquor License Renewal for Chili Willy's at 101 Main Street; all voted in favor.

#### CITIZENS TO ADDRESS COUNCIL/CITIZEN RECOGNITION

- Officer Neil Brown Celebrates First Anniversary with the MPD

Lorenzo M. asked to move this recognition to the next meeting as the officer could not be here this evening.

Tony Aiello, of 30 Mann Street, made a suggestion to the council to promote from within for the Town Manager position or to do away with the position to save money. Earle B. explained that the Town Charter requires a town manager. The only way to change that form of manager-council government would be to change the charter by popular vote. Mr. Aiello also suggested opening the search to involve the public in the selection process.

## **APPROVAL OF MINUTES**

- January 7, 2004 – Regular Council Meeting

Motion by Jim K., second by Bill B., to approve the minutes for January 7, 2004 with no changes; all voted in favor.

## **INFORMATIONAL/DISCUSSION ITEMS, COMMITTEE REPORT**

- Transitional Issues Discussion

Earle B. addressed the resignation of Town Manager Alan Lanning. He explained the upcoming selection process, which will include advertising and professional recruitment. The Northwest Council of Governments Director Gary Severson will handle the recruitment and hiring process. Applications will be taken until February 20, 2004. Several town managers will help to organize the applicants into tiers based on qualification. The town council, a citizen, and Town Attorney Allen C. will compose the Selection Committee. Eight finalists will be chosen and re-analyzed to a smaller group of four. Four individuals will be interviewed and the top candidate will be offered the position.

If an interim town manager is needed between April 1 and the time the new manager takes over, the appointed town manager will be in charge.

- Old Town Hall

Jim K. summarized the possibility of using the Old Town Hall during the Centennial Celebration, outlining the volunteer help that would be needed to accomplish the project. A silent auction could also be held to raise money for the Centennial.

Darrell W. asked about the long term plans for the building. Jim K. said it would depend on the safety of the building. This plan is focused on Centennial uses only.

## **RIVER RESTORATION UPDATE/PUBLIC INPUT**

Troy Thompson of Environmental Resource Consultants will begin planting after Spring runoff. Signage issues will be addressed at the time of the final vegetation work.

## **ACTION ITEMS**

- Ordinance 18, Series 2003, An Ordinance Changing the Use Table for Commercial Uses in All Zones (Second Reading) – Public Hearing

Russ M. summarized the changes to definitions and uses made at the suggestion of council from the last meeting.

Earle B. opened the public hearing. As there was no public input, the hearing was closed.

Motion by Jim K., second by Darrel W., to approve Ordinance 18 – Series 2003 An Ordinance Changing the Use Table for Commercial Uses in All Zones on Second Reading; all voted in favor.

- Easement Vacation at 1864 Main Street – Public Hearing

Russ M. explained the developer, Wind River LLC., had asked for the easement vacation to make sale of the homes easier. He indicated that this is within the code; these water line easements have not been used recently, but currently do cross the property. The new development will have a private service line to service all units in the area. The vacation would remove two clouds on each title, which will hopefully make sales more simple.

Fred H. suggested that the town gets a letter from the Fire District and the developer's insurance carrier to disclose the private maintenance of the new lines and hydrants.

Earle B. also asked Russ M. to check on any liability issues related to vacating these lines.

Motion by Fred H., second by Jim K., to remove the existing water line easements at 1864 Main Street; all voted in favor.

- Ordinance 1 – Series 2004 (First Reading): An Ordinance Contracting With Waste Management Trash Service For Town Side Trash Removal Service And Authorizing The Mayor To Sign The Contract.

Jay B. explained the contract with Waste Management to the council. The town attorney is reviewing the final contract. This is the same contract we've used in the past, with names, dates and numbers changed. This new contract resulted in a lower rate for the town.

Motion by Fred H., second by Darrel W., to approve Ordinance 1 – Series 2004 An Ordinance Contracting With Waste Management Trash Service for Town Curb Side Trash Removal and Authorizing the Mayor to sign the contract on first reading; all voted in favor.

- Resolution 2 – Series 2004: A Resolution Designating Or Appointing The Town Of Minturn Treasurer As The Budget Official Of The Town Of Minturn.

Earle B. read the resolution. Jay B. explained that this resolution is a housekeeping measure to appoint him as the budget official.

Motion by Jim K., second by Darrel W., to approve Resolution 2 – Series 2004 A Resolution Designating or Appointing the Town of Minturn Treasurer as the Budget Official of the Town of Minturn; all voted in favor.

- Resolution 3 – Series 2004: A Resolution Designating Or Appointing The Town Of Minturn Clerk As The Designated Election Official Of The Town Of Minturn. Earle B. read the resolution. He reminded the public that the elections will be held April 6, 2004.

Motion by Ron S., second by Fred H., to approve Resolution 3 – Series 2004 A Resolution Designating Or Appointing The Town Of Minturn Clerk As The Designated Election Official Of The Town Of Minturn; all voted in favor.

- Appointment of Interim Town Manager  
Earle B. stated that after discussion in the work session, it was deemed most desirable to select Allen C. as the interim town manager, should one be needed after April 1. He said the council hopes to have a new manager hired by the time the current manager leaves office. He also noted that Allen C. has served in this capacity in previous years.

Motion by Bill B., second by Jim K., to appoint the Town Attorney, Allen Christensen, as the interim town manager; all voted in favor.

- Arrangement for Town Manager's house  
Earle B. stated that the town manager's agreement to occupy the town manager's house expired on April 14, 2004, or 14 days following his leave from office. He explained that the manager's wife and children would like to stay in the house until June 1, 2004, which would allow them to finish the school year in their current schools.

Fred H. expressed concern that the arrangement might hinder a new town manager who wants to start earlier than June 1, 2004. Ron S. concurred. Earle B. stated that the town has other housing options for a potential manager if needed.

Motion by Jim K., second by Ron S., to allow the Lanning family to extend their lease in the Town Manager's home from April 14 through June 1, 2004 for rent in the amount of \$1500; all voted in favor.

## **MANAGER & STAFF QUESTIONS**

- Town Manager  
Alan L. again thanked the council for the support of his six-year tenure. He hopes to complete as many projects as possible before leaving the position.

- Town Planner

Russ M. summarized the Centennial Building progress and urged the council to learn more about it by understanding the review process. The building will present to the planning commission on Wednesday, January 28 at 7:00 p.m.

- Event Coordinator/Admin. Asst.

Nicole M. explained the status of the Living History Interviews that will be conducted for the Centennial on Sundays in February. She asked for the council's volunteer assistance in conducting these interviews. Nicole M. also presented the marketing plan for the Centennial, which will be featured in the Chili Willy's menu and in the Vail Daily. Coverage in the Vail Trail and the Eagle Valley Enterprise will also be obtained.

Nicole M. also announced that the Independence Day Fireworks and Centennial Celebration will kick off on Friday, July 2, 2004.

- Police

Lorenzo M. explained that there has been some mountain lion activity in the town and the valley. He said the police will be notifying people door to door about certain safety issues.

#### **EXECUTIVE SESSION**

- Discussion of Council Matters and Personnel Matters

Motion by Fred H., second by Darrel W., to go in to an Executive Session pursuant to C.R.S. Section 24-6-402(4)(b) for the purpose of discussing legal issues. Those present will include all members of the council and Town Attorney Allen Christensen.

#### **FUTURE AGENDA ITEMS**

- Old Town Hall
- River Setbacks
- Chapter 16
- Asphalt pan in south Minturn
- Debris removal in the river
- Comprehensive parking

#### **ADJOURNMENT OF REGULAR COUNCIL MEETING**

As there were no additional items to discuss, the meeting was adjourned.

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**Earle Bidez, Mayor**

**ATTEST:**

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**Jay Brunvand, Town Clerk**