



Official Minutes

MEETING OF THE MINTURN TOWN COUNCIL

Minturn Town Center, 302 Pine Street
Minturn, CO 81645 • (970) 827-5645

Wednesday October 2, 2013

Work Session – 5:00pm

Regular Session – 6:30pm

MAYOR – Gordon “Hawkeye” Flaherty
MAYOR PRO TEM – George Brodin

TOWN MANAGER – Jim White
TOWN CLERK/TREAS – Jay Brunvand

COUNCIL MEMBERS:

Shelley Bellm
Earle Bidez
Aggie Martinez
John Rosenfeld
Darell Wegert

When addressing the Council, please state your name and your address for the record prior to providing your comments. Please address the Council as a whole through the Mayor. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

Work Session – 5:00pm

Please remember to bring your FY2014 Budget Book

- 2014 Budget Review – White/Brunvand
 - 2013 Accomplishments – White
 - Budget Review – White/Brunvand
 - The 10-3-13 memo was reviewed in detail
 - Discussion on how to cover our costs without using the BMR admin fee to cover payroll costs as this money would run out in 2014.
 - Council requested Leroy Cruz and his water study presentation should also be during the formal meeting not only during the work session.
 - Kara Heide from Eagle Valley Land Trust outlined the process to set a Conservation Easement on the Boneyard Park. Conservation Easement status is required as a condition of the purchase of the Park and is irrevocable. Council agreed to place this on the agenda tonight to consider

funding preliminary work in 2013 in order to meet the required March 2014 deadline.

- Eagle Street Construction Update – White
 - Steve Human, TST Engineering, gave an update on the Eagle Street project. Most paving is done up to the phone pole on the north end, but feels two weeks to finish the project is workable.
- Review of Ordinance 09 – Series 2013 (First Reading) an Ordinance amending Title 1, General Provisions, of the Town of Minturn Code for General Penalties for Violations of the Town of Minturn Town Code – White/Christensen

Regular Session – 6:30 pm

1. Call to Order

- a. Roll Call

The regular meeting was called to order by Mayor Hawkeye Flaherty at 6:34pm.

Those present included: Mayor Hawkeye Flaherty, Town Council members, Earle Bidez, John Rosenfeld, Shelley Bellm, Darell Wegert, and Aggie Martinez. Note: Mayor Pro Tem George Brodin was excused absent.

Staff present: Town Manager Jim White, Town Attorney Allen Christensen, Town Planner Janet Hawkinson, and Town Treasurer/Town Clerk Jay Brunvand.

- b. Pledge of Allegiance

2. Approval of Agenda

- a. Items to be Pulled or Added
 - Additions: Funding of Conservation Easement

Motion by John R., second by Aggie M., to approve the agenda as amended. Motion passed 6-0. All voted in favor. Note: George B. was excused absent.

3. Approval of Minutes and Action Report

- September 18, 2013

Motion by Darell W., second by John R., to approve the minutes of September 18, 2013 as presented. Motion passed (6-0). Note: George B. was excused absent.

- Action Item Report
- Darell W. inquired if the Fitness Center should be on the Action Report; direction was given to do so.

4. Public comments on items, which are NOT on the agenda (5 minute time limit per person)

5. Special Presentations

- Minturn Police Chief Brad Lamb presentation – Lamb/White
 - Introduced Avon Police Chief Bob Ticer who detailed what the Gore Range DUI Task Force is and what its goals are. This Task Force presented the Minturn Police Department with a portable preliminary breath test (PBT) machine for use in the field. This product would normally cost the Town \$500.
 - Police Chief Lamb gave Police Clerk Lisa Osborne a Certificate of Appreciation for her work and successful NCIC court audit.
- Introduction of Eagle County School District Superintendent Dr. Jason Glass – White

Jim W. introduced Dr. Jason Glass, Eagle County School District Superintendent. Dr. Glass commented on his history and noted how excited he is to be the Superintendent.

- NWCCOG and QQ update – White

Ms. Liz Mullen, Executive Director of NWCCOG, gave a brief outline of NWCCOG's accomplishments for the past year to include regional funding that is used to assist the local municipalities and liaison between the local areas and the State. More information can be found at www.nwccog.org including programs and applications for those programs.

Ms. Mullen also gave an update on the Water Quality and Quantity program (QQ).

PUBLIC HEARINGS AND DISCUSSION/ACTION ITEMS

6. **Discussion/Action Item: Motion to approve funding with Eagle Valley Land Trust to move forward with the Conservation Easement on the Boneyard Park**

Motion by Earle B., second by Shelley B., to approve funding in 2013 in the initial amount not to exceed \$5,000.00 in advance of the 2014 appropriation in order to move forward with the Conservation Easement designation on the Boneyard Park property to begin the legal documentation and other items as needed to initiate the necessary studies on the land. Motion passed (6-0). Note: George B. was excused absent.

7. **Discussion/Action Item: Ordinance 06 – Series 2013 (Second Reading) an Ordinance of the Town of Minturn, amending Chapter 7 of the Minturn Municipal Code by the creation of a new section as it pertains to graffiti – White/Christensen**

Motion by Shelley B., second by John R., to approve Ordinance 06 – Series 2013 (Second Reading) an Ordinance of the Town of Minturn, amending Chapter 7 of the Minturn Municipal Code by the creation of a new section as it pertains to graffiti as presented. Motion passed (6-0). Note: George B. was excused absent.

8. Discussion/Action Item: Council Action Item to formally accept the FY2014 Preliminary Budget – White/Brunvand

Motion by Shelley B., second by Aggie M., to formally accept the Fiscal Year 2014 budget and to set Public Hearings beginning at 6:30pm on November 6, 2013 and November 20, 2013 to be held in the Council Chambers at 302 Pine Street, Minturn, CO, as presented; motion passed (6-0). Note: George B. was excused absent. (*Note: Included in the acceptance is the General Improvement District Budget and setting that Public Hearing for November 6, 2013.*)

9. Discussion/Action Item: Ordinance 09 – Series 2013 (First Reading) an Ordinance amending Title 1, General Provisions, of the Town of Minturn Code for General Penalties for Violations of the Town of Minturn Town Code – White/Christensen

Shelley B. noted that the rate needs to be confirmed at \$2,260 or \$2,650; Allen C. confirmed the Ordinance was correct and the proposed rate is \$2,650.

Motion by John R., second by Earle B., to approve Ordinance 09 – Series 2013 (First Reading) an Ordinance amending Title 1, General Provisions, of the Town of Minturn Code for General Penalties for Violations of the Town of Minturn Town Code as amended. Motion passed (6-0) Note: George B. was excused absent.

OTHER MATTERS

10. Planning Department Update

Janet H. submitted a report for the Council's review:

- i. Planning Commission Special Session held on September 26, 2013 – 6:30pm
 - I. Introduction of New Town Planner and Planning Commission
 - II. Presentation of Building Permit #13MIN-00027
 - III. Discussion and vote for approval of Building Permit #13MIN-00027 – Passed.
- ii. Discussion Items:
 - I. Planning Commission agrees to assist Janet H. in the design of new public restrooms for Eagle River Park – to save on sub-contractor fees.
 - II. Town Planner to meet with Eagle County GIS on fixing house number issues and addresses. Create updated maps for Eagle County, Town of Minturn, Emergency Services and US Postal Service.
 - III. New Planning Resources Center in Town Hall
 - IV. Place Permits on line – Electronic plans to be submitted for record keeping.

John R. asked if we could look into the level of service the Eagle County GIS is providing for programs such as Google Maps. This issue came to light from the Minturn Police Department. Janet H. will investigate and report back.

11. Town Manager's Report

Fitness Center

Soils testing were completed and the report has been received and a copy provided to the contractor. We met with Pam McQuire of XCEL on site on Wednesday, September 11, 2013 to address gas and electric line issues, placement, and costs. Viele Construction has Scott Ashburn assigned to the project as the primary contact with the Minturn Fitness Center Board. Jack Snow is the architect on the project. Utility issues have caused extended delays and we anticipate rising costs.

Eagle Street Project

Steve Humann, TST Engineering, will be present at the October 2, 2013 meeting to give a recap and update on the progress of the Eagle Street project. Street paving began in earnest on Thursday, September 26, 2013. The Town did arrange to complete stub outs for water and sewer in anticipation of a future public restroom at Eagle Park.

DOLA Grant

Contracts have been awarded for the Master Meter and the Isolation Valve Projects, both of which are part of this year's DOLA grant which are to be completed yet this fall.

Water Subcommittee

The Water Subcommittee has invited Leroy Cruz, Colorado Rural Water Association. Leroy to return to Town Council on Wednesday, October 16, 2013 to review his water rate work at the October 16, 2013 Town Council meeting.

Public Works Activities

Our Public Works crew spread rotomill temporarily on Norman Street which had been torn up earlier this summer due to water line repairs. On September 26, 2013, our crew worked with equipment supplied by ELAM Construction to grade Nelson Avenue and place and roll a temporary layer of rotomill in preparation for the upcoming winter season.

Scholarship Subcommittee

The Minturn Town Council did appoint two representatives (Shelley Bellm and George Brodin) to the Minturn Scholarship Committee during the September 18, 2013 Town Council meeting. The bylaws allow up to fifteen members on the committee.

Recent Events

Minturn prepared to host the Ultra Running Race of Champions (100K) on Saturday, September 28, 2013. Representatives from 60 Minutes came to cover the race and we made arrangements for them to stay two nights stay in Minturn to enjoy our hospitality.

Upcoming Events

The Minturn Winter Markets are planned for Saturday, December 7th and Saturday, December 14, 2013 from 10am until 2pm.

Aggie M. asked how much the rates are for a vendor in the Market; Jim W. will verify and send out the information.

Earle B. inquired about the survey that was done for the market; Michelle M. will be presenting that information when it is completed.

Aggie M. asked all the Town citizens to please help to beautify the Town by keeping their property in order.

John R. stated the noxious weeds need to be addressed as well. John R. also congratulated Lisa O. on her recognition.

Hawkeye encouraged the property owners to clean up their property and attend to their weeds.

12. Town Council Comments

Shelley B. noted she has resigned from the Channel 5 Board and the Council needs to appoint another.

Allen C. noted an Executive Session does not need to be on the agenda, it can be called at any time during a scheduled meeting.

FUTURE AGENDA ITEMS

13. Next Meeting – October 16, 2013

- Work Session – Eagle Street Construction Update – White
- Work Session/meeting (under a budget item?) – Water Rate Analysis/Study Update – Brunvand/White
- Work Session – Discussion with Marka Brenner, Minturn Realty – White
- Work Session – Public Works Presentation – Arnold Martinez
- Meeting – Add Channel 5 board appointment to the next meeting.

14. Future Meeting

- Work Session – Continued work on the Town Council Vision Statement – White
- Discussion with Xcel Representative – White
- FY 2014 Budget Public Hearing – 11/6/13
- FY 2014 Budget Public Hearing – 11/20/13
- Budget Ordinances (First Reading) – 11/20/13
- Budget Ordinances (Second Reading) – 12/4/13

15. Set Future Meeting Dates

- a) Council Meetings:
- October 16, 2013
 - November 6, 2013
 - November 20, 2013
- b) Planning & Zoning Commission Meetings:
- October 9, 2013
 - November 13, 2013
 - December 11, 2013

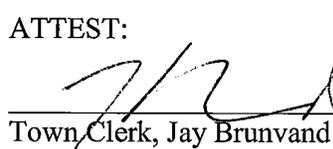
16. Other Dates:

17. Adjournment

Motion by Shelley B., second by Darell W., to adjourn the meeting at 7:43pm.


Mayor Hawkeye Flaherty

ATTEST:


Town Clerk, Jay Brunvand

