



Official Minutes

MEETING OF THE MINTURN TOWN COUNCIL

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

Wednesday November 20, 2013

**Regular Session – 5:00 pm
Executive Session – 5:00 pm
Work Session – 6:00 pm
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

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645

Regular/Executive Session – 5:00pm

The Regular Meeting/Executive Session was called to order by Mayor Hawkeye Flaherty at 5:05pm.

Those present included: Mayor Hawkeye Flaherty, Town Council members, George B., Earle Bidez, John Rosenfeld, Shelley Bellm, Darell, Wegert and Aggie Martinez.

Staff present: Town Manager Jim White, Interim Town Attorney Matt Mire, Town Planner Janet Hawkinson, Michelle Metteer, Economic Development Coordinator, Brad Lamb, Chief of Police, Arnold Martinez, Public Works Supervisor, and Town Treasurer/Town Clerk Jay Brunvand.

EXECUTIVE SESSION

- a) Executive Session: Pursuant to Section 24-6-402(4)(e) for the purpose of determining positions, developing a strategy and instructing negotiators regarding the development of the Town Managers contract – Flaherty/White**

Matt M. cited the motion should reflect 24-6-402 (4)(b) legal advice and (f) contract negotiations in addition to (4)(e).

Motion by Darell W., second by Shelley B., to convene in Executive Session Pursuant to Section 24-6-402(4)(b), (e), and (f) for the purpose of determining positions, develop a strategy and instruct negotiators regarding the discussion of the Town Manager's Contract. Motion passed 7-0.

- a) Action by Council or Direction to Staff as a result of the Executive Session - White**

No direction was given to Staff as a result of the Executive Session.

The Council emerged from Executive Session at 6:10pm.

Motion by Shelley B., second by Darell W., to adjourn from Executive Session and recess the Council Meeting for the purpose of holding the Work Session.

Work Session – 6:00pm

- Minturn Fitness Center Update and Discussion

Jim W. gave a brief update on the status of the Fitness Center and reported the pad had been poured and they had begun erecting the walls.

- 2014 Budget Review – Brunvand/White
 - Review of Memo – Brunvand

A memo was reviewed detailing the direction to date and what direction would be requested during the regular session.

- Review Budget Ordinances
- Question/Answer

Regular Session – 6:30 pm

1. Call to Order

The Regular Meeting was reconvened and called to order by Mayor Hawkeye Flaherty at 6:37pm.

a. Roll Call

Those present included: Mayor Hawkeye Flaherty, Town Council members, George B., Earle Bidez, John Rosenfeld, Shelley Bellm, Darell, Wegert and Aggie Martinez.

Staff present: Town Manager Jim White, Interim Town Attorney Matt Mire, Town Planner Janet Hawkinson, Michelle Metteer, Economic Development Coordinator, Brad Lamb, Police Chief, Arnold Martinez, Public Works Supervisor, and Town Treasurer/Town Clerk Jay Brunvand.

b. Pledge of Allegiance

2. Approval of Agenda

a. Items to be Pulled or Added

Jim W. asked if the Council would entertain adding discussion of the hiring of a professional facilitator for the Staff and Council; Council did not want to pursue this direction at this time.

Motion by Shelley B., second John R. to approve the Agenda as presented. Motion passed 7-0.

3. Approval of Minutes and Action Report

- November 6, 2013

Motion by John R., second by Darell W., to approve the minutes as presented. Motion passed 7-0.

- Action Item Report

Earle B. asked if we need to schedule an Executive Session to discuss the Vail Resort/Little Beach Park contract; Matt M, said yes; this is to be added to the December 4, 2013 meeting.

Earle B. asked for an update on the DOLA water system grant and submittal. Jim W. reported we have recently filed the first report, the second is due in December and we will be requesting an extension on the grant in order to complete the Harrison Ave. loop. The request will extend the grant into mid 2014.

Hawkeye reported he had been approached by several citizens commenting on bus stops and a grant for the school kids. Jim W. reported this is in relation to the Safe Routes to School grant that Janet H. is working on. Janet H. reported the grant requests letters from the community and the photos will show the existing need. Jim W. stated the grant is only in the preliminary stages and has not been approved or submitted to date. Shelley B. said she did not believe that grant would be allowed as we are too far from the school. Janet H. stated the grant requirements have changed for rural areas. A CDOT engineering study will be needed but several items such as the study can be done once the funds are awarded.

Hawkeye stated we have had several studies on this section of roadway which may be useful and that the sidewalk should be built to be included in the County trail system. Janet H. stated this would be the intent.

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

5. Special Presentations

- **Augustana Care, Senior Care Community – Lisa Pease**

Ms. Lisa Pease, Augustana Care, and Ms. Tori Franks, Eagle CO Housing were present to represent Augustana Care. Castle Peak would be a combined assisted care and skilled nursing center for senior care and would be located in Eagle Ranch in the Town of Eagle.

The Care Community is not able to guarantee housing for Minturn seniors even if the Town were to contribute; however, it is designed to be equal opportunity for all qualifying seniors.

Full details can be found at www.castlepeak.com.

Mayor Hawkeye introduced Mr. Matt Mire, Interim Town Attorney.

PUBLIC HEARINGS AND DISCUSSION/ACTION ITEMS

6. Discussion/Action Item: 2nd Public Hearing on proposed fiscal year 2014 Budget – review public funding requests – White/Brunvand

- **Review of Funding Requests - Brunvand**
- **Question/Answer**

Mayor Hawkeye called the public hearing to order at 7:28pm

Jay B. reviewed in summary a memo presented during the Worksession highlighting the direction given to date on the 2014 Budget as a result of the hearings and meetings previously held.

The following funding requests were received during the budget process from community groups and were funded as follows:

Radio Free Minturn	\$1,000.00
Walking Mountain Science Center	1,000.00
Vail Valley Partnership/Econ Council	2,500.00
ECO Schools-Mosquito control	1,300.00*
Minturn Community Fund	10,000.00
ECO School Transportation	0.00
Augustana/Castle Peak Senior Care	40,000.00**

*These funds will be distributed when the Eagle School District and the Academy donate as well. In the event no other funding is contributed, a separate request can be made at a later date.

**These funds are to be distributed in four annual equal installments to be annually appropriated out of existing funds.

Other budget items of direction or note:

- Council approved a holiday party for the Staff and Boards. The event will be at 5:30pm Thursday December 5, at the Gourmet Cowboy.
- Council approved a December 2013 bonus pool not to exceed \$12,000, including taxes. The bonus was directed to be included on the December 15th paycheck and is to be merit based with adjustment for service less than one year.
- Council reviewed several non-funded projects for next year in both the General Fund and the Enterprise Fund and agreed to supplementally appropriate for those projects as funding, grants, and bids are obtained. The project list included:
 - Nelson Ave
 - East Norman Ave
 - South Minturn Bike Path Engineering
 - Eagle Park Restrooms
 - Improvements to the Boneyard Park
 - Repairs to the three Railroad Crossings
- 2014 Raise Pool set at 2.5% (specified distribution as raises not bonuses)
 - 1% to be COLA
 - 1.5% Merit based (at the Manager's discretion, based on merit)
- Water rates would increase 3% on base and use fees. The Water Committee will return to Council within the first quarter of 2014 with a long term recommendation based on the recent water rate studies.

**7. Discussion/Action Item: Ordinance 10 – Series 2013 (First Reading) 1st Reading
An Ordinance Creating a Supplemental Appropriation to the 2013 Town of
Minturn Budget – Brunvand**

Motion by Shelley B., second by George B., to approve Ordinance 10 – Series 2013 (First Reading) 1st Reading An Ordinance Creating a Supplemental Appropriation to the 2013 Town of Minturn Budget as presented. Motion passed 7-0.

**8. Discussion/Action Item: Ordinance 11 – Series 2013 (First Reading) 1st Reading
An Ordinance Setting the 2014 General Property Tax Mill Levy for the Town of
Minturn – Brunvand**

Motion by John R., second by Hawkeye F., to approve Ordinance 11 – Series 2013 (First Reading) 1st Reading An Ordinance Setting the 2014 General Property Tax Mill Levy for the Town of Minturn as presented. Motion passed 7-0.

9. Discussion/Action Item: Ordinance 12 – Series 2013 (First Reading) 1st Reading An Ordinance Adopting the Fee Schedules for Fiscal Year 2014 for the Town of Minturn – Brunvand

Motion by Shelley B., second by John R., to approve Ordinance 12 – Series 2013 (First Reading) 1st Reading An Ordinance Adopting the Fee Schedules for Fiscal Year 2014 for the Town of Minturn. Motion passed 7-0.

10. Discussion/Action Item: Ordinance 13 – Series 2013 (First Reading) 1st Reading An Ordinance Adopting and Recognizing the Town of Minturn's 2014 Revenues and Expenses by Fund – Brunvand

Motion by George B., second by Darell W., to approve Ordinance 13 – Series 2013 (First Reading) 1st Reading. An Ordinance Adopting and Recognizing the Town of Minturn's 2014 Revenues and Expenses by Fund. Motion passed 7-0.

OTHER MATTERS

11. Planning Department Update

Janet H. gave a brief report on items and goals her department is currently working on.

12. Town Manager's Report

Condolences

The Town of Minturn will be celebrating the life of Allen Christensen, long time attorney for the Town of Minturn, on Wednesday, December 4, 2013 from 2-5pm. Minturn town staff is working with his family members on the arrangements and details will follow soon in a press release.

Wednesday December 4, 2013 2-5pm at the Pavilion in Eagle Vail.

Interim Town Attorney Agreement Signed

An agreement was signed with Matt Mire, attorney, with Hayes, Phillips, Hoffman, & Carberry, P.C. on November 15, 2013 to serve as Minturn's Interim Town Attorney.

Eagle Street Project

A final "punch list" walk through took place on Thursday, October 31, 2013 with ELAM, TST, and the Town of Minturn all represented. A final report will be prepared for the next Town Council meeting that can be attended by Steve Humann, TST Engineering.

DOLA Grant Projects

We have completed the work on the additional isolation valves on the Main Line in Minturn as part of the DOLA grant. The Master Meter Vault construction work began during the week of October 28-November 1, 2013. Both projects are part of this year's DOLA grant. We will need an extension on the grant until next spring to complete the final elements.

Fitness Center

Weekly owner architect construction progress meetings continue to move this project forward. Representatives from Viele Construction, RDK Architects, Ski and Snowboard Club Vail, and the Town of Minturn continue to review progress at this weekly meeting.

On November 13, 2013, we received approval for a water line easement from the Eagle School District Board to install the water line to the facility.

Eagle Scout Project

I signed off on Luis Aguirre's Eagle Scout Project on November 14, 2013. He completed his Eagle Scout Project by backfilling, raking, and re-seeding the area of Eagle Park disturbed by the Eagle Street Construction this past summer.

Water Subcommittee

The Water Subcommittee met again on October 28, 2013 to review the results of the water rate study and to attempt to formulate a recommendation to Town Council for 2014 water rate adjustments. Mayor Pro-Tem George Brodin and Town Councilman Aggie Martinez represent the Town Council on this committee. We have requested and received additional information from the ERWSD which we need to continue our work toward other alternatives for water rates to propose to town Council in the first quarter of 2014.

Eagle Scout Project

I signed off on Luis Aguirre's Eagle Scout Project on November 14, 2013. He completed his Eagle Scout Project by backfilling, raking, and re-seeding the area of Eagle Park disturbed by the Eagle Street Construction this past summer.

Recent Events/Upcoming Events:

Christmas Tree Lighting

Our annual Christmas Tree Lighting celebration was set for Friday evening, November 15, 2013 at 6pm. We blended this into a "Founder's Day" Celebration as the Town of Minturn was **incorporated on November 15, 1904!**

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

13. Town Council Comments

Shelley B. inquired on an item in the packet regarding redistribution of funds in the police budget. She noted the information contained little detail, and requested more information be provided.. She noted the police budget is over spent in several areas and included purchase of items such as the used patrol vehicle.. Shelley B. requested any additional expenditures not of the normal daily needs be brought to Council for consideration.

Shelley B. noted the east door of the Town Hall, Boulder St., is once again closed due to ice because the roof is not repaired. Those repairs have been requested by Council previously and it needs to be addressed and completed as this again presents a life safety issue. Janet H. updated

the Council on the progress. She noted she had been assigned this project today and is working with the contractor. Janet H. will update Council with a construction schedule..

Shelley B. asked Janet H. to look into the construction dumpster on Harrison as it has been there most of the summer and is a hindrance to traffic safety.

Shelley B. asked about the snow removal being done only at the Town Hall which takes hours. She noted the bus and emergency routes were not addressed and they should be addressed first. She stated a snow removal plan needs to be developed where our streets, sidewalks, and buildings are cleared by priority and this might involve a shift in work schedules.

John R. expressed his gratitude for the flowers sent to his mother's memorial service. He said the flowers were beautiful and he was very appreciative.

Hawkeye wished all a Happy Thanksgiving in the upcoming week. Hawkeye stated he would not be present at the December 4th meeting.

FUTURE AGENDA ITEMS

14. Next Meeting – Dec 4, 2013

- Work Session: Eagle Street Construction Update – White
- Special Presentation-Eagle Scout Project- White
- Exec Session: regarding Vail Resorts/Little Beach Park and Town Manager contract matters

15. Future Meeting

- Work Session – Continued work on the Town Council Vision Statement – White
- Discussion with Xcel Representative – White
- Discussion/Action – 2nd and Final Reading of proposed 2014 Budget Ordinances – White/Brunvand 12/4/13

16. Set Future Meeting Dates

- a) Council Meetings:
 - December 4, 2013
 - December 18, 2013
 - January 1, 2013 (Discuss alternate date)
- b) Planning & Zoning Commission Meetings:
 - December 11, 2013
 - January 8, 2014
 - February 12, 2013

17. Other Dates:

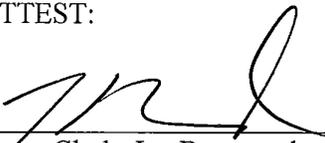
18. Adjournment

Motion by Shelley B., second by Aggie M., to adjourn the meeting at 8:55pm.



Mayor Hawkeye Flaherty

ATTEST:



Town Clerk, Jay Brunvand

