



Official Minutes

MEETING OF THE MINTURN TOWN COUNCIL
Minturn Town Center, 302 Pine Street
Minturn, CO 81645 • (970) 827-5645

Wednesday January 3, 2018

Work Session – 5:30pm
Regular Session – 6:30pm

MAYOR – Matt Scherr
MAYOR PRO TEM – Earle Bidez

COUNCIL MEMBERS:

Terry Armistead
Kristina Krone
Sage Pierson
John Widerman

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.

Work Session – 5:30pm

- Willy Powell Retirement Celebration
- Discussion regarding 1041 Regulations involving areas of statewide interest – Sawyer
- Council Member Resignation and replacement process and election update – Brunvand

Regular Session – 6:30pm

1. Call to Order

Mayor Matt Scherr called the meeting to order at 6:32pm

- Roll Call

Those present included: Mayor Matt Scherr, Mayor Pro Tem Earle Bidez, and Town Council members Kristina Krone, Terry Armistead, and Sage Pierson. Note, John Widerman was excused absent.

Note: Due to the resignation of Council Member Sidney Harrington, the council stood at six members including the mayor.

Staff present: Town Manager Michelle Metteer, Town Attorney Michael Sawyer, Town Planner Janet Hawkinson, and Town Treasurer/Clerk Jay Brunvand

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added
 - Changes

Motion by Earle B., second by Kristina K., to approve the agenda as presented. Motion passed 5-0. Note, John Widerman was excused absent.

3. Approval of Minutes

- December 6, 2017

Motion by Sage P., second by Terry A., to approve the minutes of December 6, 2017 as presented. Motion passed 5-0. Note, John Widerman was excused absent.

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

Mr. Tim McGuire, Battle Mtn, congratulated Michelle M. on her promotion. Commented on the slowness of the water facilities study and requested it be completed so that his company can move forward with their needs. He stated the study was originally promised in November and it is still uncompleted. Willy P. updated on the recent meetings. He is hopeful the study will be completed within the next few days or so. Discussion ensued as to what the study would cover, when SGM Consulting was contracted, and that they are behind. If the study is not submitted within the next week or so then SGM will be invited to the next meeting

5. Special Presentations

- Committee Reports

Terry A. updated on a recent Climate Action Plan meeting.

- Council Comments

Sage P. commented on the holiday decorations in town and the success of the Giving Tree. She also commented that citizens should lock their cars, etc. as her vehicle was broke in to. She is offering a \$400 reward for information that leads to an arrest.

Matt S. introduced Michelle M. as the Town Manager replacing Willy P. He noted this was her first meeting. He noted the Christmas Tree drop off for undressed trees. Citizens can leave them at the curb or they may drop them off at the Upper Parking level of the Little Beach Park. He reminded citizens of the election on April 3, 2018. Petitions are available now through January 22. For information contact the Town Clerk's Office. Monday with the Mayor is Monday January 22.

Earle B. highlighted the Minturn Staff and the work they have accomplished over the past few years with Willy P. This will continue in the years to come with sidewalks and other improvements. These upgrades will be in conjunction with the CDOT Main Street repaving in 2019.

Willy P. thanked the Council and the staff for the opportunities and successes the town has realized.

PUBLIC HEARINGS, DISCUSSION, AND ACTION ITEMS

6. Discussion/Action Item: Consideration of Resolution 01 – Series 2018 A Resolution setting the official posting sites for the Town of Minturn – Brunvand

Jay B. updated that this is an annual Resolution passed to set the posting places for legal public notices. Those places are the Pine St and Boulder St sides of the town hall and the town website

Motion by Kristina K., second by Terry A., to approve Resolution 01 – Series 2018 A Resolution setting the official posting sites for the Town of Minturn as presented. Motion passed 5-0. Note: John Widerman was excused absent.

7. Discussion/Action Item: Resolution 02 – Series 2018 consideration of a Resolution authorizing the continuation of vacancy on the Town Council until the Regular Municipal Election in April 2018 – Brunvand

Jay B. updated the Council that, upon the resignation of Council Member Sidney Harrington, the position was posted continuously between Nov 27 and December 10 and no Letters of Interest were submitted by the December 14 deadline. Staff is recommending the approval of this Resolution which will all the April 3, 2018 election to fill the seat by virtue of a citizen vote. This option has been endorsed by the Town Attorney.

Motion by Earle B., second by Terry A., to approve Resolution 02 – Series 2018 a Resolution authorizing the continuation of vacancy on the Town Council until the Regular Municipal Election in April 2018 as presented. Motion passed 5-0. Note: John Widerman was excused absent.

8. Discussion/Action Item: Resolution 03 – Series 2018 consideration of a Resolution appointing check signers – Brunvand

Jay B. updated that with the promotion of Michelle M. to Town Manager this Resolution will change the check signers to include her and remove Willy P. as a signer.

Motion by Kristina K., second by Earle B., to approve Resolution 03 – Series 2018 a Resolution appointing check signers as presented. Motion passed 5-0. Note: John Widerman was excused absent.

9. Discussion/Action Item: Resolution 04 – Series 2018 a Resolution of intent to designate areas and/or activities of statewide interest within the Town of Minturn – Sawyer

Michael S. stated this is the first step in consideration of 1041 regulations of which the town will consider. Recently the town has had several items come forward which will affect the town from outside its boundaries. The three areas of concern are high voltage lines, water and sewer main line facilities, and the construction of large scale water storage facilities within the town. This Resolution will set the public hearing for Wednesday February 21, 2018. He noted this only sets the future public hearing it does not approve any of the items of concern.

Motion by Earle B., second by Sage P., to approve Resolution 04 – Series 2018 a Resolution of intent to designate areas and/or activities of statewide interest within the Town of Minturn as presented. Motion passed 5-0. Note: John Widerman was excused absent.

10. Discussion/Action Item: Review and direct Committee Member assignments - Metteer

Michelle M. updated the committees in need to include High Five Media and the Dowd Jct development. These assignments will stand in effect until the April 2018 election.

Earle B. will join the Dowd Jct committee.

Sage P. join the High Five Committee.

Discussion ensued as to the various committees and the members thereof. Janet H. stated the need for the Rail Road Committee.

The Committee Assignment sheet will be updated and distributed.

COUNCIL INFORMATION / UPDATES

11. Staff Updates

- Manager Report

Michelle M. noted the snow plowing is in effect and we are giving out reminders, not tickets or warnings, to those who park against the parking plan.

Nonconforming Structures

Condemnation of nonconforming structures presenting life safety issues to the area has begun. Code Compliance conducted a review of the most distressed structures within town limits and has placarded five buildings thus far.

Special Use Permitting

The Planning Department is moving forward with special use permitting for the Game Creek Character area and specifically the PUD Holding Zone, and plans to review the process with the Railroad after the first of the year to begin clean-up of the property.

Economic Development Advisory Committee

EDAC will be holding its first quarterly meeting on Monday, January 22nd from 5:30 – 7:30 pm at town hall. Agenda is not yet set, however the Beautification Program will be under review and recommended changes are expected in order to keep the program in line with its goals.

Curbside Christmas Tree Pickup

Residents can leave their undecorated Christmas tree at the end of their driveways (or curbside) for FREE pickup by Minturn Public Works. The annual Christmas Tree Bonfire will take place January 12th at the upper Little Beach Parking lot and free hot cocoa will be served. Additionally, trees may be dropped off at the upper Little Beach Parking lot anytime between now and January 12th.

Dowd Junction Update (by Willy Powell)

Appraisals: Finally the Dowd Junction project is seeing some traction from Forest Service efforts. On December 28th Matt, Willy, Michelle and Tom Glass had a productive session with Forest Service officials, Scott Fitz Williams and Aaron Mayville. Appraisals have been ordered and are progressing for the Carpenters' Union building in Eagle and Dowd Junction.

Direct Sale: As Matt reported at the last meeting, Tom Glass and he had favorable discussions with FS Washington officials for a direct sale to Minturn (as opposed to an open bid process). At the 28th meeting Michelle showed a document (attached), requested by Scott Fitz Williams, that demonstrates the importance of the direct sale to Minturn. The document was well received and Scott indicated he too supports the direct sale.

Public Outreach: At Scott's directive, Aaron has begun a public outreach effort regarding the FS plans for consolidation and the future of Dowd. Aaron met with the Mayor/Managers at their meeting of November 17, but no feedback was given by other local mayors or managers. Matt and Willy spoke of the importance to Minturn. There will be additional outreach at the Mayor/Manager meeting in January. Following FS will sponsor an open house to discuss the consolidation and Dowd.

Adopt a Trail Update

The Town of Minturn will be partnering with the Vail Ski and Snowboard Academy in 2018 to maintain the new Mini Mile trail. Trail maintenance day is expected to be scheduled for mid-summer 2018.

Minturn Market

Vendor registration for the 2018 summer market will open January 1, 2018 at www.managemymarket.com.

CML Legislative Update

Webinar: 2018 Legislative Preview Offered by Colorado Municipal League

Tuesday, Jan. 9, Noon-1 p.m. Presented by the CML advocacy team. [Register here](#). The CML advocacy team works on issues throughout the year, representing you and protecting municipal interests, and they will preview some of the issues expected to be heard in the statehouse. This concise one-hour webinar will provide you with valuable insight into the legislative process, upcoming legislative issues, and how you can get involved in the 2018 legislative session.

Upcoming Dates

Quarterly Task Reviews – as was discussed at Council this fall, we are scheduling quarterly reviews of Council directions to staff. These will be conducted during work sessions and are expected to take anywhere from 30-60 minutes.

Tentative schedule for quarterly reviews will be as follows:

- Quarter 1: Feb 7, 2018 Work Session
- Quarter 2: April 18, 2018 Work Session
- Quarter 3: August 1, 2018
- Quarter 4: November 21, 2018

Tentative date for 2018 Council Retreat: Saturday, May 5, 2018 (All day)

Tentative date for town manager annual review: September 19, 2018 Executive Session

Colorado City & County Manager's Association Conference

The annual CCCMA conference is scheduled for early February 2018. Minturn has been offered FREE registration as I'll be a first-time attendee. I will plan to attend Thursday, Feb 8th and Friday Feb 9th and commute from Eagle County both days, so no additional costs should be incurred by the town, but I will be out of the office for two days.

100-Block Parking

The Town anticipates implementing parking restrictions for the 100-Block area (including Nelson Ave) in the spring of 2018. A few local tenants of the 100-block continue to ignore repeated requests to park in the municipal lot or at the Eagle River Park parking area and our last resort to resolve the situation will be parking restrictions. More information to follow.

Miscellaneous

- Minturn Market vendor registration opens Jan 1, 2018 at www.managemymarket.com
- Little Beach Park reservations open Jan 2, 2018.

Michelle M. asked that the next meeting, January 17, include a joint meeting with the Planning Commission. Direction was given to move forward with this joint session.

- Action Report
- Department Updates

EXECUTIVE SESSION

12. Executive Session: An Executive Session for the purpose of conferencing with the Town Attorney for the purpose of receiving legal advice on a specific legal question under CRS Section 24-6-402(4)(b) – Litigation involving title to Eagle River

Motion by Earle B., second by Kristina K., to convene in Executive Session for the purpose of conferencing with the Town Attorney for the purpose of receiving legal advice on a specific legal question under CRS Section 24-6-402(4)(b) – Litigation involving title to Eagle River. Motion passed 5-0. Note: John Widerman was excused absent.

Direction from the Executive Session was for Staff to proceed as discussed with the three items.

FUTURE AGENDA ITEMS

13. Next Meeting – January 17, 2018

- Joint Session: Council and Planning Commission – Metteer/Hawkinson

14. Future Meetings:

- Work Session on housing – Hawkinson
- Worksession on Use Tax – Brunvand/Auditors (2/21/17)
- Discussion Item: Snow plow & mag chloride debriefing – Metteer

15. Set Future Meeting Dates

- a) Council Meetings:
- January 17, 2018
 - February 7, 2018
 - February 21, 2018

16. Other Dates:

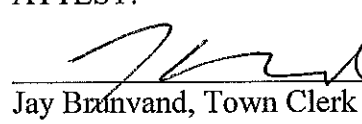
17. Adjournment

Motion by Sage P., second by Earle B., to adjourn at 8:43pm. Motion passed 5-0. Note: John Widerman was excused absent.



Matt Scherr, Mayor

ATTEST:



Jay Brånvand, Town Clerk

