

**Minutes**  
**Town Board Regular Meeting**  
**Town of Paonia, Colorado**  
**July 12, 2016**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Town Board of Trustees held Tuesday, July 12, 2016 was called to order at 7:00 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Trustees present were as follows:

Mayor Charles Stewart  
Trustee Bill Bear  
Trustee David Bradford  
Trustee Bill Brunner  
Trustee Karen Budinger  
Trustee Chelsea Bookout  
Trustee Suzanne Watson

Town Staff present were as follows:

Town Manager Jane Berry  
Town Clerk Corinne Ferguson  
Finance Officer Cindy Jones  
Sergeant Neil Ferguson  
Town Attorney David Marek

Public Works Director Travis Loberg was absent due to injury.

A quorum was present and Mayor Stewart proceeded with the meeting.

**Approval of Agenda**

Motion by Trustee Bradford, Supported by Trustee Budinger to approve the agenda as presented.  
Motion carried with six (6) ayes and zero (0) nays.

**Announcements**

None

**Visitors**

None

**Unfinished Business**

**North Fork Valley Airport Advisory Board Representative Appointment**

Mayor Stewart provided a brief summary of the special meeting work study session. A nine (9) member advisory board meets regularly to discuss airport matters. Per the Intergovernmental Agreement with the County the Town Board of Trustees has the authority to appoint a member to the NF Airport Advisory Board.

Motion by Trustee Brunner, supported by Trustee Watson, to solicit written applications for appointment to the County Airport Advisory Board using criteria provided by the Facilities Committee, specifically the ability to report back to the Town Board, an interest in the betterment of the North Fork Airport, good communications skills, and being a County resident with interest in aviation or an owner of a hangar at the North Fork Airport.

Motion by Trustee Bear, supported by Trustee Bradford, to amend the original motion stating the person appointed to the NF Advisory Board be a Town of Paonia resident, and striking the County resident and owner of a hangar specifications. (Clerk note: motion to amend withdrawn below)

Motion by Trustee Watson, supported by Trustee Brunner, to amend the proposed amendment to the original motion to include Town of Paonia resident or property owner within the Town limits. Roll Call Vote: Ayes, Trustee Bookout, Trustee Brunner, Trustee Budinger, and Trustee Watson. Nays, Trustee Bear and Trustee Bradford. Motion carried with four (4) ayes and two (2) nays.

Discussion ensued regarding procedure for Trustee Bears motion to amend the original motion. Trustee Bear withdrew the motion to amend.

Amended Motion by Trustee Brunner, supported by Trustee Watson, to solicit written applications for appointment to the County Airport Advisory Board using criteria provided by the Facilities Committee, specifically the ability to report back to the Town Board, an interest in the betterment of the North Fork Airport, good communications skills, and being a Town resident with interest in aviation or a property owner within the Paonia Town limits. Motion carried with six (6) ayes and zero (0) nays.

### **New Business**

#### **Consideration to Approve 2016 Special Event Liquor License Application for Mountain Harvest Festival**

Heidi Hudek – Events Manager for the Mountain Harvest Creative was present. The annual Mountain Harvest Festival events are scheduled for September 22, 23, 24, & 25, 2016. The committee requests the Board approve a Special Events Liquor License Application for the Town Park beer garden area as defined by the information provided in the Board packets. No issues noted.

Motion by Trustee Bradford, supported by Trustee Bookout, to approve the 2016 Special Event Liquor License Application for Mountain Harvest Creative as presented. Motion carried with six (6) ayes and zero (0) nays.

#### **Consideration to Approve 2016 Large Group Park Application for Mountain Harvest Festival**

Heidi Hudek – Events Manager for the Mountain Harvest Creative was present. The committee requests the Board approve a large group park use for the Town Park as defined by the information provided in the Board packets. No issues noted.

Motion by Trustee Bradford, supported by Trustee Bookout, to approve the 2016 Large Group Park Application for Mountain Harvest Festival as presented. Motion carried with six (6) ayes and zero (0) nays.

#### **Consideration to Approve 2016 Large Group Park Application for North Fork Valley Rotary Club Duck Derby Event**

Greg Thompson – President of the NF Valley Rotary Club (Rotary) and Jackie Parks were present. The committee requests the Board approve a large group park use for the Paonia River Park as defined by the information provided in the Board packets. The event will help to subsidize the many community projects and scholarships offered by Rotary. No issues noted.

Motion by Trustee Bradford, supported by Trustee Bookout, to approve the 2016 Large Group Park Application North Fork Valley Rotary Club as presented. Motion carried with six (6) ayes and zero (0) nays.

### **Regular Business**

Mayor's Report: Mayor Charles Stewart had nothing to report.

Town Manager Report: Town Manager Jane Berry reported:

1. Provided the Board with a draft version of the comments letter to the BLM regarding the Programmatic Environmental Impact Statement on the Federal Coal Program.

Discussion ensued regarding the separation of coal and gas issues within the letter. The Board is encouraged to submit comments to the Town Manager for inclusion in the final draft.

2. Planning for the Downtown Colorado Institute continues.
3. The Thliveris pre-annexation agreement has been executed.
4. Tree maintenance in Town Park has been scheduled.
5. The 2016 Sidewalk Contract Agreement has been drafted and submitted to C&N Construction.
6. Numerous Board Committee meetings have been held over the last several weeks.
7. A Zoning Amendment Ordinance will be brought to the Board soon for discussion.
8. The RubinBrown Audit Presentation is scheduled for July 26, 2016 at 5pm.

Public Works Department Report: Public Works Director Travis Loberg was absent. Town Manager Berry reported:

1. Crews are working to clean up the old sewer plant location.
2. Alley grating is underway.
3. Repair and maintenance projects continue at the sewer plant and with the sewer pond liner.
4. The Public Works Department will have serious staffing shortages over the next several weeks due to medical leave and scheduled vacations.

Police Department Report: Sergeant Neil Ferguson reported:

1. No serious incidents during the Cherry Days events noted.
2. Town experienced four (4) burglaries and (4) thefts over the previous weekend.
3. One (1) suspect is in custody and has been charged.
4. Two (2) thefts were marijuana related. Sergeant Ferguson strongly advised homes and vehicles be kept locked and that all laws regarding enclosing marijuana grows be in a locked structure be adhered to.

Treasurers Report: Town Treasurer Ross King was absent. Town Manager Berry reports:

1. All disbursements have been reviewed.
2. The Finance Officer was requested to keep out some funds ear-marked for investment.

### **Committee Reports**

1. Finance and Personnel: The draft audit was reviewed with the Town Manager. An e-mail from a Town employee regarding a complaint against supervising staff was received. Motion by Trustee Brunner, Supported by Trustee Watson to schedule a special meeting to discuss the personnel matter.

Discussion ensued regarding proper procedure and the Personnel Guide grievance committee.

Trustee Brunner rescinded the motion.

2. Public Works: Nothing to report.
3. Governmental Affairs: Nothing to report.
4. Services & Recreation: Planning to meet Thursday.
5. Facilities & Development: Met to discuss the sale of Town owned properties and are planning to have them on the market by the end of August. Planning and Zoning Board applicants will be presented soon. Staff is working to gather property records including water rights, irrigation rights, and easements.
6. Public Safety: Working on an updated Emergency Response Plan based on the Delta County plan. Trustee Bookout Thanked Sergeant Ferguson and the police department for their hard work.

### **Minutes**

Motion by Trustee Budinger, Supported by Trustee Bradford to approve the Town Board Regular Meeting Minutes for June 28, 2016. Motion carried with six (6) ayes and zero (0) nays.

**Disbursements**

Motion by Trustee Budinger, Supported by Trustee Bear to authorize the disbursements as reviewed by the Finance Committee with the Town’s Finance Officer in the amounts of \$45,163.49 for accounts payable, \$90, 030.85 loan payment, \$6,761.65 for payroll taxes, and \$16,576.05 for payroll. Motion carried with six (6) ayes and zero (0) nays.

**Adjournment**

The meeting was adjourned by Mayor Charles Stewart at 9:00 PM

/s/

\_\_\_\_\_  
J. Corinne Ferguson, Town Clerk

/s/

\_\_\_\_\_  
Charles Stewart, Mayor