

Town Council Regular Meeting
Town of Paonia, Colorado
September 9, 2014

RECORD OF PROCEEDINGS

The Regular Meeting of the Town Council held Tuesday, September 9, 2014 was called to order at 7:00 p.m. with the Pledge of Allegiance. Those present were Mayor Neal Schwieterman, Trustees Eric Goold, Ross King, Amber Kleinman, David Bradford, Charles Stewart and Suzanne Watson; Interim Town Manager Steve Rabe; Chief Scott Leon; Public Works Director Travis Loberg; Finance Officer Cindy Jones; Deputy Clerk Corinne Ferguson; and Town Clerk Barbara Peterson. Attorney David Marek was absent.

Mayor Schwieterman determined a quorum was present and proceeded with the meeting.

Approval of Agenda

Trustee Bradford moved to approve the agenda as presented. Trustee Stewart seconded and the motion passed unanimously.

Paonia High School Update

Josh Altman and Bo Pipher were present. The Advanced Placement (AP) classes, which are being coordinated with Cedaredge High School, are going well. Both the football and volleyball teams are on winning streaks. This week football is in Centauri, while volleyball remains at home tonight. Homecoming will be the week of September 22 through September 26, 2014 including the traditional pep rally on Tuesday, Capture the Flag on Wednesday, the peach fuzz games and "P" lighting will be on Thursday night (September 25th) with the parade and football game happening on Friday night. Jess and Linda Campbell have been chosen for parade Grand Marshals.

Announcements

None

Visitors

None

Unfinished Business

Ordinance 2014-04 - Codification

Mayor Schwieterman noted the Interim Town Manager is working on amendments and adoption of the code is forthcoming.

New Business

Information Technology Services – Bid Award

Interim Town Manager Rabe provided a memo in Board packets. Manager Rabe explained the need for computer system updates and the new requirements for the Caselle software upgrades, noting the Town needs a systems assessment and help determining future needs. Manager Rabe drafted and Request for Proposals (RFP) that was sent to six (6) vendors. Two (2) vendors submitted bids; Deeply Digital in the amount of \$21,620.08 and Phonz+ in the amount of \$20,591.90. Manager Rabe is requesting the Board approve one (1) of the bids and authorize the negotiations to begin for a service agreement which will be brought back for Board approval. Money was squeezed from the budget from the following areas: \$10,000 out of money set aside the repair of Third Street, \$440 from Parks, \$5,000 from Administration Capital set aside for the Master Plan, \$1,000 already budgeted in Administration Capital for computers, and the remainder from data processing funds already budgeted in respective departments Operating Funds. The total amount of \$24,000 is for a worst-case scenario, and covers hardware for all departments. Trustee Kleinman moved to award the bid to Phonz+ and authorize Manager Rabe to negotiate an agreement for services. Trustee King seconded. During discussion, the Board would have liked to have the financial breakdown of where the money was found in the budget when presented. Motion was brought to a vote and passed unanimously.

Planning and Zoning Commission (P&Z) - Appointment

Mayor Schwieterman noted the sole letter of interest to serve on the Planning and Zoning Commission (P&Z) was received from Mr. Doug Long. Experiences were noted. Mayor Schwieterman appointed Mr. Long to P&Z. No objections were noted.

Additional Business

Mayor's Report: Mayor Schwieterman reported the Paonia Public Library is starting a big project with several events to support, including a pizza event in Delta, read an e-book, one at Revolution Brewing and a tomato festival for the seed bank. Mayor Schwieterman also provided a State of the Town address last Thursday for the Rotary Club of Paonia.

Town Manager: Manager Rabe submitted a written report. The office may be closed on Thursday, October 9, 2014 for the Board to interview Town Manager finalist candidates.

Public Works: Director Loberg reported the County would be assisting with street repairs on Second Street and Niagara Avenue. The bid opening for the roof repairs at the lower water treatment storage tank (1MG) is tomorrow at 3:00 p.m. at Town Hall. The site plan/kickoff meeting for the upper water treatment plant (2MG) building portion is scheduled at 10:30 a.m. on September 15, 2014. A public hearing for the 2MG water project is set for the next meeting on September 23, 2014.

Police Report: Chief Leon submitted a written report. Safety drills are happening at the schools.

Finance Report: Trustees Stewart and Bradford continue to meet and review all financials. The Committee has two (2) recommendations for the Board. The Committee would like Interim Town Manager to develop a written purchasing policy. Trustee Bradford has a few examples for consideration. The second recommendation regards Board compensation. According to Ordinance 2-9-82 referenced in the draft codification, compensation for the Board should only be for meetings *actually* attended. The Board of Trustees has been paid for all meetings for as long as the Mayor and Clerk have been working for the Town, approximately 13-15 years. One way to correct this is to amend the ordinance to reflect current practice, or change the way Trustees are paid to reflect the ordinance. If the choice is to pay reflecting the ordinance, then Board members will need to submit invoices to the Finance Officer to receive payment. It was also noted that many Board members do research and attend other meetings not described in the ordinance. A question of how many meetings Board members are allowed to miss was also noted as not being addressed in the ordinance. Half of the Board feels that as long as the ordinance reads the way it does, the Town has an obligation to comply. The other half feels that the ordinance should be changed to reflect a flat fee per month to accommodate other work and meetings outside of the regularly scheduled Board meetings. Everyone agrees that this is not about the money. The budget amounts should not change. Mayor Schwieterman agreed with the position to change the ordinance to reflect current practice. The Finance Committee shall submit a policy for consideration at the next meeting. The purchasing policy will be put on the new Town Manager's task list.

Parks Report: Trustee Watson spoke with Urban Forester Kami Long. The Town has lost its Tree City USA status and will need to reapply as soon as a new Tree Board is in place.

Personnel Report: Trustee Goold reported the committee has reviewed the Personnel Manual, which will be coming back to the Board for approval.

Public Safety Report: Trustees Stewart had requested a statistical comparison from Chief Leon for 2013 and 2014. Thefts have increased from 8 in 2013 to 26 in 2014. Traffic stops have decreased significantly from 231 in 2013 to 123 in 2014. Part of the change in statistics is due to not having the fifth officer.

Street Report: Trustees Bradford and King met with Manager Rabe last week to develop a plan for sidewalk replacement. The Committee recommends replacing the two (2) block stretch on Fourth Street between Poplar and North Fork Avenues on the south side. This recommendation is based on the Pathways report and assessment of Town Staff. Trustee Bradford moved to approve the sidewalk proposal as presented. Trustee Watson seconded and the motion passed unanimously.

Trustee Bradford noted the Committee and Manager Rabe met with Mr. Ed Marston on August 29, 2014. Mr. Marston is requesting a refund of \$26,000 based on the \$13,000 paid for in lieu of parking plus 5% interest. This item will be on the next agenda.

Water/Sewer Report: Trustee King reiterated that a public hearing for the 2MG project is scheduled for the meeting on September 23, 2014.

Minutes:

Corrections noted. Trustee Stewart moved to accept the minutes of August 26, 2014 as amended. Trustee Bradford seconded and the motion passed unanimously.

Disbursements:

Trustee Stewart moved to pay the bills through August 26, 2014. Trustee Bradford seconded and the motion passed unanimously.

8:18 p.m. Meeting adjourned.

Town Clerk, Barbara Peterson

Mayor, Neal Schwieterman