

**Town of Mancos
Board of Trustees Meeting
July 8, 2015
7:00 p.m.**

A. CALL TO ORDER: Mayor Rachael Simbeck called the meeting to order at 7:05 p.m.

B. ROLL CALL: Present: Mayor Rachael Simbeck, Mayor pro tem Todd Kearns, Trustee Will Stone, Trustee Queenie Barz, Trustee Michele Black
Absent: Trustee James Maestas, Trustee Matthew Baskin

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Town Attorney David Liberman, Marshal John Cox, Parks & Recreation Coordinator Leslie Hopkins, Public Works Director Robin Schmittel, Streets Supervisor Jeff Watenpaugh

C. APPROVAL OF AGENDA: Trustee Will Stone made the motion to amend the agenda by removing item #I Celebration of National and Mancos Day of The Cowboy and adding item #I Resignation of James Maestas in its place. Mayor pro tem Todd Kearns seconded the motion to approve the amended agenda. Motion passed.

D. APPROVAL OF MINUTES OF June 10, 2015: Mayor pro tem Todd Kearns made the motion to approve the minutes of June 10, 2015. Trustee Michele Black seconded the motion. Motion passed.

E. APPROVAL OF THE MINUTES OF June 24, 2015: Trustee Queenie Barz made the motion to approve the minutes of June 24, 2015. Mayor pro tem Todd Kearns seconded the motion to approve the minutes. Motion passed.

F. AUDIENCE BUSINESS

- Alice Atwater, 198 E. Frontage Rd – wanted to clarify the difference between Hemp and Marijuana. Industrial Hemp is defined in the Colorado Constitution and is regulated by the CO Dept. of Agriculture. Marijuana is regulated by the CO Dept. of Revenue. She does not feel the Board should consider marijuana and hemp as similar items.
- Karen Mee, 7735 CR 203 – she clarified the duties of the Marijuana Enforcement Division of the CO Dept. of Revenue. She advised their business would be inspected by the Montezuma County Health Inspector using the rules and regulations of a commercial kitchen. The Town of Mancos would be responsible for regulating and enforcing Town ordinances.
- Marija Helt, 198 E. Frontage Rd - their business will be making infused hemp oil. They are also planning on manufacturing a salve and cream using natural products and a liquid pain extract. Mayor Rachael Simbeck inquired as to if

the composting of their waste product is allowed. Ms. Helt advised they will be researching State and Local regulations.

- Tom Cramer, 198 E. Frontage Rd – he stated there are very few places in Mancos that meet the distance requirements or zoning requirements for their business. He also stated that there are 85 extraction facilities in the State that have dual licensure for medical and retail. He would like the option to obtain both license types.

G. ANNOUNCEMENTS

- Town Administrator Andrea Phillips advised the marijuana issue will be on the next Planning Commission agenda July 15, 2015.
- Family Dollar is moving forward with their development.
- The Creative District has completed the first year of their candidacy period.
- Mancos Days planning is proceeding as planned. Posters and rack cards have been distributed. Empire Electric is a gold sponsor this year. A classic car show has been added to the schedule. We need parade judges, please contact Town Hall. The Queen Quilt is hanging at Mancos Valley Bank. Ellen Paquin is the 2015 Mancos Days Queen. Quilt tickets are on sale.
- The Board/Staff advance is scheduled for June 18.

H. TREASURER'S REPORT

Mayor pro tem Todd Kearns made the motion to approve the June Bills & Claims per signed purchase orders. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

I. RESIGNATION OF JAMES MAESTAS

James Maestas has submitted his resignation to Mayor Rachael Simbeck effective July 7, 2015. We have 60 days from the date the letter was submitted to fill the vacancy. The Board directed Staff to solicit letters of interest for a replacement Trustee. Trustee Will Stone made the motion to accept Trustee James Maestas' resignation effective immediately. Trustee Queenie Barz seconded the motion. Motion passed.

J. UNFINISHED BUSINESS

1. Parking Lot Resurfacing Bids

The 2015 budget includes \$10,000 for chip sealing both parking lots at Boyle Park and the lot at Pioneer Plaza. The town has received bids from two separate companies. Streets Supervisor Jeff Watenpaugh contacted six contractors, and the Town received one bid. He has checked their references. He recommends accepting the bid from M. Leeder Construction, Inc. and beginning the project after Mancos Days. Trustee Queenie Barz made

the motion to direct the town to accept the bid from M. Leeder Construction, Inc. in the amount of \$10,044.25 to repair Boyle Park North, Boyle Park South and Pioneer Park. Trustee Michele Black seconded the motion. Motion passed unanimously by roll call vote.

2. Fire Code Discussion

This item was discussed at the June 24, 2015 Board meeting at the request of Trustee James Maestas. The Town has not adopted the International Fire Code. Town Administrator Andrea Phillips discussed the issue with the Mancos Fire Dept. and the City of Cortez. The City of Cortez Fire Dept. will be conducting the inspections if the Town adopts the 2012 Fire Code. Inspection fees will be passed on to the applicant. She is also recommending the Town adopt the 2012 International Building Code to replace the 2006 version. Town Administrator Andrea Phillips is requesting direction from the Board as to how they wish to proceed. An item to consider is how to bring existing buildings up to current code, if adopted. Mayor pro tem Todd Kearns would like the Board to discuss the issue with the Planning Commission during a joint meeting. Trustee Queenie Barz feels the Town should adopt the 2012 International Fire Code and 2012 International Building Code. The Board directed this item be referred to the Planning Commission for discussion and further research, including how existing buildings will be handled.

3. Water Lines Leak Detection Report

The Phase 1 and Phase 2 reports from Utility Services Associates were presented to the Board for review and comment. The leaks on East First St/Foch St., 220 Aztec St. and 146 Oak St. have already been repaired by the Town. The property owners identified as having leaks will be notified by the Town. Additional leaks requiring repair by the Town will be repaired once the Water Meter Replacement Project is complete. Streets Supervisor Jeff Watenpaugh recommends conducting this study every five years.

4. Resolution 8 Series 2015: Sister City with Feins, France

A council member from Feins, a small community (pop. 920) in northern France reached out to Mancos to inquire about becoming a sister city. Trustee Will Stone made the motion to approve Resolution 8 Series 2015 A Resolution Designating Feins, France as a Sister City with the Town of Mancos. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

5. Resolution 9 Series 2015: Pedestrian Crossing Engineering Services & CDOT IGA

The town has received a TAP grant from CDOT for the pedestrian crossing at Hwy 160 and Beech St. The original budget was \$93,459. After receiving bids in response to the engineering RFP, the budget has been revised to \$105,484. This increases the Town's cash match from \$18,692 to \$30,717 for this project. Trustee Queenie Barz made the motion to Approve Resolution 9 Series 2015 Authorizing the Expenditure of Local Matching Funds As Indicated Herein, Awarding the Design and Engineering Services to Russell Engineering, and Authorizing the Town Administrator to Enter Into an Intergovernmental Agreement with CDOT to Construct a Pedestrian Safe Crossing on Hwy 160 Within the Town of Mancos. Trustee Michele Black seconded the motion. Town

Attorney David Liberman recommended the Board appropriate the revised budget of \$105,484. Trustee Queenie Barz amended her motion to include "and Beech St" and the appropriation of \$105,484 from the General Fund. Trustee Will Stone seconded the revised motion. Motion passed unanimously by roll call vote.

K. NEW BUSINESS

6. Caviness Radio Tower Local Match

The City of Cortez is the lead agency seeking a multi jurisdictional grant to fund the installation of an 800 MHz radio tower on Caviness Mountain to correct the many locations in eastern Montezuma County where law enforcement radios do not work. Marshal John Cox is requesting the Town of Mancos contribute a local match in the amount of \$10,000 if the grant is received. Trustee Michele Black made the motion to appropriate \$10,000 from the General Fund for this 800 MHz tower grant match. Trustee Will Stone seconded the motion. Trustee Michele Black amended her motion to include authorizing Town Administrator to enter into the grant agreement with City of Cortez. Trustee Will Stone seconded the amended motion. Motion passed unanimously by roll call vote.

7. Monthly Administrator Report

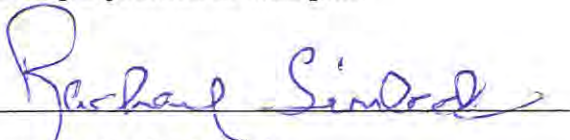
Town Administrator Andrea Phillips submitted her July Administrator Report for Board review and comment. There were information updates on the Water System Improvements Project and the 2016 Budget Schedule.

L. ITEMS FOR July 22, 2015 AGENDA

- *Second Quarter Financial Update and Work Plan Update*
- *Ordinance 700 Series 2015: Liquor License Distance Requirements*
- *Boyle Park Survey Replat Acceptance*
- *Skatepark Surveillance*

M. ADJOURNMENT

Meeting adjourned at 8:22 p.m.



Mayor Rachael Simbeck



Town Clerk/Treasurer Heather Alvarez