

**Town of Mancos
Board of Trustees Meeting
February 24, 2016
7:00 p.m.**

A. CALL TO ORDER: Mayor Rachael Simbeck called the meeting to order at 7:00 p.m.

B. ROLL CALL: Present: Mayor Rachael Simbeck, Trustee Will Stone, Trustee Michele Black, Trustee Matthew Baskin, Trustee Queenie Barz, Trustee Lorraine Becker

Absent: Mayor pro tem Todd Kearns

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Public Works Director Robin Schmittel, Acting Town Marshal Jason Spruell, Town Attorney David Liberman

C. APPROVAL OF AGENDA: Trustee Michele Black made the motion to approve the agenda. Trustee Lorraine Becker seconded the motion to approve the agenda. Motion passed.

D. APPROVAL OF THE MINUTES OF February 10, 2016: Trustee Queenie Barz made the motion to approve the minutes of February 10, 2016 with the following corrections: 1. Show Trustee Lorraine Becker as present; 2. The third bullet point under Announcements needs to be amended to show "designating it as an off leash area." Trustee Michele Black seconded the motion. Motion passed.

E. AUDIENCE BUSINESS

- Kevin Cook, 257 S. Main St, Mancos – spoke with regard to proposed livestock ordinances. He thanked everyone for their work on this issue. He encouraged the Board to keep moving forward with this project in a timely manner. He prefers the setbacks be set at 10'. He requested the Board consider the results of the survey during their decision making.
- Tony Aspromonte, Mancos Hose Company & Mancos Ambulance – they are finalizing a service agreement with Southwest Health Systems to provide ambulance service beginning April 3, 2016. A press release will be issued.

F. ANNOUNCEMENTS

- March 2, 7:00 pm: Monthly Workshop
- Staff is finalizing the lease purchase agreement for the law enforcement vehicles.
- Town Administrator Andrea Phillips is attending the Colorado City and County Managers meeting this week.
- The Tri-City Managers meeting was held in Mancos this month. Recycling was a topic of discussion and will be brought to a future meeting.
- Deputy Marshal Micheal Barnes has received a conditional offer of employment. His start date is 3/1/2016, and our contract with the MCSO will end that date.
- The Mancos Valley Historical Society has expressed interest in opening a museum in the Fire Dept. Building on Bauer Ave. This item will be brought to a future meeting.

G. UNFINISHED BUSINESS

1. Board Room Sound Equipment

This item is being brought back before the Board, per their request, to review the updated quotation for the purchase of sound equipment in the Board room. Based on the discussion at the previous meeting, Staff has requested additional information on the feedback reducer, rolling rack and desktop boundary microphones. The revised quotation was \$2,525. Trustee Matthew Baskin made the motion to authorize the Town Clerk/Treasurer to purchase sound equipment for the Board room in an amount not to exceed \$2,525 from General Fund Reserves. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

2. Ordinance 713 Series 2016: Mayor Voting and Rules of Procedure

At its last regular meeting, the Board discussed this topic and directed staff and the Town Attorney to bring back an ordinance that clarifies when the Mayor votes and the procedures for doing so. The Board felt that the Mayor should not vote unless there is a tie. Trustee Will Stone made the motion to approve Ordinance 713 Series 2016 Making Certain Amendments to the Mancos Municipal Code Concerning Voting of the Mayor and the Rules of Procedure for Meetings. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

3. Marshal Recruitment Update

The position was advertised in multiple newspapers and web sites. We received a total of 15 applications and one applicant later dropped out of the process. Following a screening of these applications, eight individuals were selected for an initial interview with HR and the Town Administrator. Most interviews were held in person and two were held via phone due to distance or scheduling conflicts of the applicant. From this initial interview, three individuals are recommended to move forward in the hiring process. Background checks have begun on these three finalists. The Mixed Panel Interview Board will include one member each from the Mancos Fire Dept, Mancos School District, Mesa Verde Fire Dept and one retired law enforcement citizen and the Town Administrator. After discussion, the Board agreed to Lorraine Becker and Will Stone sitting on the Mixed Panel Interview Board.

H. EXECUTIVE SESSION PERSONNEL – MARSHAL CANDIDATES

Cancelled as it was not necessary. The Board did not have any questions related to a specific applicant.

I. NEW BUSINESS

4. Resolution 6 Series 2016: Setting Cash in Lieu Fair Market Value

The fair market value and cash in lieu amount is set by resolution by the Board of Trustees upon the recommendation of the Planning Commission. At its regular meeting on Feb. 17, 2016, the Planning Commission voted to recommend approval to the Board of this Resolution. At a future workshop, the Board would like to discuss a comprehensive review of the current Land Use Code sections regarding development in an attempt to attract development within the Town limits, specifically lowering the Parkland Dedication Requirement. Trustee Matthew Baskin made the motion to approve Resolution 6 Series 2016 Setting the Per Acre Fee in Lieu of Dedicated Land. Trustee Michele Black seconded the motion. Motion passed with the following votes: Trustee Becker - abstained, Trustee Black – aye, Trustee Barz – aye with the condition to bring the item back to the Board to review percentages, Trustee Stone – aye, Trustee Baskin – aye.

5. Ordinance 715 Series 2016: Emergency Declaration Ordinance and Adoption of EOP
Paul Hollar, Montezuma County Emergency Manager, was present at the meeting. He thanked the Board for moving forward on this project. The February 3, 2016 monthly workshop focused on emergency preparedness and response. Trustee Queenie Barz made the motion to approve Ordinance 715 Series 2016 Setting Protocols for Declaration of an Emergency and Adopting the Town of Mancos Local Emergency Operations Plan and the Montezuma County Emergency Operations Plan, by Reference. Trustee Matthew Baskin seconded the motion. Motion passed unanimously by roll call vote.

J. ITEMS FOR March 9, 2016 Agenda

- *Livestock Ordinances 709 and 710*

K. EXECUTIVE SESSION PERSONNEL – Town Administrator Annual Review

Trustee Queenie Barz made the motion to enter executive session personnel for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of any elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Trustee Matthew Baskin seconded the motion. Motion passed unanimously by roll call vote.

Executive session started at 8:17 p.m.

Executive session ended at 8:35 p.m.

Mayor Rachael Simbeck, Trustee Lorraine Becker, Trustee Michele Black, Trustee Queenie Barz, Trustee Matthew Baskin, Trustee Will Stone participated. No comments with regard to executive session.

L. ADJOURNMENT

Meeting adjourned at 8:36 p.m.



Mayor Rachael Simbeck



Town Clerk/Treasurer Heather Alvarez