

**Town of Mancos
Board of Trustees Meeting
March 22, 2017
7:00 p.m.**

A. CALL TO ORDER: Mayor Queenie Barz called the meeting to order at 7:01 p.m.

B. PLEDGE OF ALLEGIENCE & MOMENT OF SILENCE

C. ROLL CALL: Present: Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Lorraine Becker, Trustee Cindy Simpson, Trustee Craig Benally, Trustee Michele Black
Absent: Trustee Ed Hallam

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

D. APPROVAL OF AGENDA: Trustee Michele Black made the motion to approve the agenda. Mayor pro tem Fred Brooks seconded the motion to approve the agenda. Motion passed.

E. APPROVAL OF THE MINUTES OF March 8, 2017: Mayor pro tem Fred Brooks made the motion to approve the minutes of March 8, 2017. Trustee Michele Black seconded the motion to approve the minutes. Motion passed with Trustee Cindy Simpson abstaining.

F. AUDIENCE BUSINESS

None

G. ANNOUNCEMENTS

- Town Administrator Andrea Phillips announced that April 6 at 1:00 p.m. is the kick off meeting for the Pedestrian Crossing.
- Town Administrator Andrea Phillips advised the filter media at the water plant is being installed next week.
- Wes Coleman has received his Water Distribution1 license, Richard Baker received Water Distribution 1 and Wastewater Collection 1 licenses.
- CML is holding their spring outreach meeting in Del Norte on May 16.
- The Town would like to remind the public that dogs are required to be licensed and on leash.
- Mayor Queenie Barz received a letter advising the Town has received the Tree City USA designation again this year.

- Public Works Director Robin Schmittel advised that April 8 the Lion's Club will be holding their annual Health Fair.
- April 5 Board workshop will include a fiber discussion.

H. COMMITTEE REPORTS

1. Planning & Zoning Commission – met last week, recommended ADU ordinance to the Board, discussed Special Use Permit language updates
2. Design Review Board – meeting April 4 if necessary
3. Tree Board – trees in Cottonwood Park will be planted, Arbor Day seedlings ordered, trees on W. Sunset are in poor condition so discussion is underway
4. Transportation Planning Region (TPR)/Southwest Regional Transportation Planning Commission (RPC) – next meeting is in April
5. Southwest Colorado Council of Governments (SWCCOG) – broadband is being discussed
6. Region 9 Economic Development District – next meeting is in April
7. Montezuma Community Economic Development Association – broadband is being discussed, Connect 4 meeting was held, Montezuma County has chosen a company, March 29 is the next broadband meeting
8. Mancos Trails Group – met last week, discussed aqueduct property, Cottonwood Park trail work days for April 22, May 20 and June 10 at 8:00 a.m. have been set, an old Colorado Trail sign was found, is being restored and will be placed in Boyle Park
9. Mancos Days Planning Committee – activity planning is underway, Trustee Lorraine Becker will be contacting the Historical Society to see if they'll set up a hamburger stand, April 19 is the next meeting
10. Mancos Schools Accountability Committee – nothing to report
11. Western Excelsior Committee – still waiting on EPA

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. Western Excelsior Lot Coverage
Western Excelsior submitted a request to be on the agenda. Fred Christiansen, Environmental Safety and Bi-products Manager, and Keith VanPelt, Plant Manager, from Western Excelsior were present at the meeting. The company would like to construct an addition to the rear of the building on one of their in-town lots to enclose the pellet mill. Current Town standards prohibit the addition, so Western Excelsior would like to request an exception from the Board as this is a large part of their mitigation plan with regard to particulates and noise. Trustee Cindy Simpson inquired as to if the Board is able to allow non-conforming use. Town Attorney

David Liberman advised that there is no provision under the code that allows the Board not to follow the Mancos Municipal Code. The Board feels strongly that Western Excelsior should be allowed to proceed with their plan. Western Excelsior will bring a survey to the Board to consolidate their lots which would bring them into compliance with the Mancos Land Use Code. If the information is available, a special meeting will be held on April 5 or during the regular meeting on April 12.

2. Road Maintenance/Gravel Allotment

Trustee Cindy Simpson made the motion to authorize the Town Administrator and the Maintenance Supervisor to enter an MOU with Montezuma County to haul and spread approximately 2,000 tons of Town owned road base to streets to be determined, preferably Riverside Ave. and Bauer Ave. in trade for 4,500 tons of Town owned road base. Trustee Michele Black seconded the motion. Motion passed unanimously by roll call vote.

3. Street Paving Discussion

Town Administrator Andrea Phillips is requesting feedback regarding advertising for bids for engineering and construction of priority town roads. Trustee Michele Black suggested combining this project with the paving during the Main Street Bridge project. Trustee Cindy Simpson would like to see maintenance of our existing paved roads. The Board directed Staff to obtain bids for crack sealing existing streets. Depending on the 2017 budget, design and engineering for Walnut Street will be discussed later this year.

4. Special Use Permits Discussion

With regard to Special Use Permits, this was discussed at the Planning Commission Meeting. They recommended there be a time limit to develop a special use after approval, there should be procedures to revoke a special use permit if conditions placed upon the use are not met and added language to clarify that the use runs with the land for the specific special use only and provides the terms and conditions under which a new owner must comply with the special use permit. Trustee Cindy Simpson requested the Town Attorney review the Mancos Land Use Code and State Statute with regard to vested rights. This item will be sent to the Planning Commission for additional review.

K. ITEMS FOR April 12, 2017 Agenda

- *First Quarter Financial report and First Quarter Activities Report*
- *Public Hearing: Ordinance 725 Series 2017: ADUs*
- *Monthly Administrator Report*
- *Mancos Liquor LLC Liquor License Renewal*
- *Trustee Benefit Options*
- *Housing Assessment Study*

Meeting recessed at 8:40 p.m.
Meeting resumed at 8:45 p.m.

L. EXECUTIVE SESSION – PERSONNEL Town Administrator Evaluation


Trustee Cindy Simpson 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 Michele Black seconded the motion. Motion passed.

Executive session started at 8:50 p.m.
Executive session ended at 10:02 p.m.

Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Lorraine Becker, Trustee Cindy Simpson, Trustee Michele Black, Trustee Craig Benally, Town Attorney David Liberman, Town Clerk/Treasurer Heather Alvarez participated. No comments with regard to executive session.

M. ADJOURNMENT

Meeting adjourned at 10:04 p.m.



Mayor Ellen "Queenie" Barz



Town Clerk/Treasurer Heather Alvarez