

February 1, 2018

Meeting began at 7:00.

Present: Steve Cox, Mayor; Conrad Jepsen, Gladys LeFevre, Peter Benson, Farlan Behunin, Council Members; Judi Davis, Clerk.

Public Present: Donna Owen, Mary Behunin, Ashley Coombs, Curtis Oberhansly, Jeff Sanders, Ray Nelson and Denise Pennington; Carla Saccomano, Mary Jane Coombs, Bob Stevenson and Shannon Holt, *Peg Smith, **Tina Karlsson.

Pledge of allegiance

Pete made a motion to accept and approve the minutes of the December 7 meeting. Farlan seconded the motion, and Steve, Pete and Farlan voted in favor. (Gladys was absent and Conrad was not yet on the Council, so abstained from voting.)

Gladys made a motion to accept the minutes of the January 4 meeting. Conrad seconded the motion, and the vote was unanimous.

Steve recommended that Tina Karlsson be appointed to fill a vacancy on the **Board of Adjustment**. Gladys made a motion to approve the appointment, and Farlan seconded the motion. The vote was unanimous in favor.

As Jeff Sanders' two five-year terms on the BoA have ended, we are still looking for another member of that Board. Steve reported that Jeff is willing to be an advisor to the Board of Adjustment until someone else is trained.

We need to appoint a new **Zoning Administrator**, as Donna Wilson prefers to stay on the Planning Commission and can't hold both positions. Steve read the duties of the ZA from the Zoning Ordinance. Curtis Oberhansly and Jeff Sanders both expressed an interest in filling the position. Curtis stated that the situations that come to the ZA and the decisions can be complicated. He worked with the Planning Commission some years ago and is familiar with some of the problems that could come up. Through his past work and training he understands the law and its practical applications. The position has two main responsibilities: 1) approve land use applications as complete, and 2) make the process easier for the applicant. Jeff then spoke and stated that his personal work may interfere with his being available all the time and, as Curtis also is often gone, it may be beneficial to have an assistant. Gladys made a motion that the Council adjourn to executive session to discuss personnel. Conrad seconded the motion, and Gladys, Conrad, Peter, Farlan, and Steve by roll call vote each voted in favor of the motion.

The Council adjourned to Executive Session.

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The Council returned to the open meeting eleven minutes later. Pete made a motion that open meeting resume. Conrad seconded the motion, and roll call vote showed that Steve, Gladys, Conrad, Pete and Farlan each voted in favor. *

Pete made a motion to appoint Curtis Oberhansly to be the Zoning Administrator and Jeff Sanders to be Deputy Zoning Administrator. Gladys seconded the motion. The vote in favor was unanimous. Steve expressed the Council's appreciation for their willingness to serve.

Resolution 2018-1, prohibiting for 60 days the acceptance of applications for Conditional Uses Permits or zoning approvals, was considered. Gladys wasn't certain there was a need for it and asked if there were any applications expected. Pete agreed that he wasn't aware of anything coming up, but this would be insurance allowing us to put off acting on anything for 60 days. Farlan stated that he didn't see that it would hurt us to have it in place for 60 days. Gladys made a motion that we adopt Resolution 2018-1 and have it in effect for 60 days. Conrad seconded the motion. The vote was unanimous. In answer to a question, it is not a moratorium but a charge to the Planning Commission to study the Zoning Ordinance regarding short-term and transient rental uses and definitions to permit them without the pressure of having to consider new applications at the same time. It is also an attempt to do away with Conditional Use Permits and to make more uses permitted instead of conditional.

The Mayor discussed the duties of **Town Clerk and of a Deputy Clerk**. In the beginning, the Deputy will work with permits and grant writing. Judi and Peg will both work on upgrading the website. He reported that Kyle Slaughter is doing a survey and asked the Council to respond if they are contacted. Steve recommended that the Deputy Clerk be given a raise. Conrad made a motion that the Council approve a payment of \$15/hour for the Deputy Clerk. Pete seconded the motion, and the vote was unanimous.

Steve suggested we consider combining the work of two **maintenance** people into one **position**. The work at the Tract Park, Community Center grounds, and custodial work at the buildings would be combined and one person would do all of them. Bob Phillips cares for the Tract Park from April through October. The restrooms there need more attention than they are getting. We need someone who can repair sprinklers. The Tract Park would require 15 hours/week, the custodial work would take about 3 hours/week, and the building grounds would be about 2 hours/week from April through October. We will advertise the full job at 20 hours/week. Anyone interested can apply for all of the job or part of it, and it would begin in April. The custodial work would take no more than two hours/week between October and March, and we would pay for more hours if needed after an event.

Donna clarified her understanding of the letter that the Town sent to **DABC** requesting

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that they consider funding a package liquor agency in Boulder. She requested that the Town re-send the letter, and the Council was willing to do it.

Speaking for Tina, who had not yet arrived, Pete reported that she has been trying to get the County Commissioners to put the **recordings of their meetings online**. She will be at their next meeting to request it in person. ** State law requires that public bodies make the recordings of a meeting available to the public within three days of the meeting but does not require that they be posted online. Because of the difficulty we have in being present at their meetings and the possible cost of having a copy made and sent, Tina would like support in asking them to post it on their website. She will go to their next meeting to make the request. Pete made a motion that, if the County declines to put the recordings of their meetings online, Steve and Tina be authorized to write a letter for the Town in support of the request to make the recordings of their meetings available to us. Conrad seconded the motion. The vote was unanimous.

For safety purposes, we need to have a light at the end of the front walk. It could be lighted from above or from below. Conrad will check into what it may cost to run wire to the end of the walk and compare it to the cost of a good solar light.

Farlan reported that, regarding 100 East Street which accesses the Brems' property, Sam will check to find the cost of mulch as a surface. If we can get it, Farlan will check with the County to see if they will come and spread it. The road looks good. Sam has done work at the landfill cleaning up and digging a new pit. The County may be able to dig still another one for us. Steve had a message from Syllas Navar stating that no one had plowed the roads in the subdivision after the last snow storm and that he was concerned about emergency vehicles being able to get around. Farlan will check on it but stated that the County will not plow it if cars are parked on the road.

Gladys reported on the Travel Council. There is a controversial bill at the legislature that would put a 5% tax on all rooms throughout the state. That money would be used for infrastructure. Three of our local organizations applied for Travel Council grants and received full funding for them. One is for a summer concert series, one for the 4th of July, and the October writing conference. The Travel Council wants to be able to track the results of the grants—is there more tourist travel because of the grants?

Pete reported on Planning and Emergency Services. We need more EMT's. No one went to Winter Fire School this year, so the Fire Department needs to look for other training opportunities. In the next year we need to do some wildland fire mitigation projects as we agreed earlier. The Planning Commission is working on Ward Coombs' subdivision, and the working groups are getting people together and discussing various issues. The American Planning Association conference is coming up, and many of the items on their program address what we're working on. If someone else goes, Pete will go.

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The Tree Committee has had Bob Emrich in Wayne County graft some legacy trees, and 50 of them will be ready to plant by late spring. The Tree Committee needs a treasurer. They will be doing a pruning workshop in February. The Arts Council was asked to come up with a proposal to make the sound in the middle room not so loud and also to look for some tables. Gladys has looked at tables, and we have money to buy them. The problem has been getting them to Boulder.

Conrad reported on enforcement issues, particularly with the Ryans, Blake's farm, and BOSS. Corrections will be ongoing. He hasn't had a chance to meet with the Park Committee, but Tina will get with him and go over what they've been doing. Judi asked about getting a board for the pavilion to list reservations. Josh Ellis talked to Pete about the possibility of getting more electrical outlets at the pavilion. Conrad suggested we can do that ourselves without having to hire an electrician.

Steve went to the Scenic Byway 12 meeting. They are working on the Red Canyon tunnels this spring, hoping to be finished by June 30. There will be a detour around it, so be prepared for a slowdown when going that direction. They are also preparing to put fiber optics across Home Bench to Boulder. Peg asked why shiny guard rails are being placed where there isn't any danger. Steve said they received a fairly large grant to do safety work on Scenic Highway 12. They started with signs, then delineators, and these are probably part of that project.

In March we will begin having a brief time for public comments after the agenda items.

Gladys made a motion the meeting adjourn. Pete seconded the motion. The vote was unanimous.

The meeting adjourned at 8:30 p.m.,

Minutes prepared by Judith Davis, Town Clerk