

**MINUTES OF THE REGULAR MEETING  
OF THE FAIRPLAY BOARD OF TRUSTEES  
January 6, 2014**

**CALL TO ORDER REGULAR MEETING OF THE BOARD OF TRUSTEES**

The regular meeting of the Board of Trustees for the Town of Fairplay was called to order at 7:00 p.m. in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, by Mayor Gabby Lane who proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Lynette Barrett, Ray Douglas and Frank Just. Also in attendance were Town Attorney Lee Phillips, Town Administrator / Clerk Tina Darrah, Public Works Director Gary Donnelly, Police Chief Dave Gottschalk, Town Treasurer Kim Wittbrodt and Deputy Town Clerk Claudia Werner. Trustee Eve Stapp was absent.

**AGENDA ADOPTION**

**Motion #1** by Mayor Lane, seconded by Trustee Douglas, that the agenda be adopted as presented. Motion carried unanimously. (Trustee Stapp was absent.)

**CONSENT AGENDA** (*The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.*)

- A. APPROVAL OF MINUTES - December 9, 2013
- B. APPROVAL OF EXPENDITURES – Approval of bills of various Town Funds
- C. Should the Board Approve Renewal of a Hotel and Restaurant Liquor License as Requested by Dale and Katherine Fitting DBA South Park Steakhouse, located at 456 Front Street?

**Motion #2** by Mayor Lane, seconded by Trustee Douglas, that the consent agenda be adopted as presented. A roll call vote was taken: Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Trustee Stapp was absent.)

**CITIZEN COMMENT**

None offered.

**UNFINISHED BUSINESS**

- A. Other Pending/Outstanding Items
  - 1. CNG Project

Nothing new to report at this time.

- 2. Code Enforcement

Public Works Director Donnelly and Police Chief Gottschalk expressed their concern regarding a couple of structures that appear to be out of compliance, including the Monarch Propane Building. They are working cooperatively with the owners to bring these properties into compliance.

- 4. Fee Schedule

Nothing new to report at this time.

- 5. Capital Improvement Fund

Town Treasurer Wittbrodt reported that she has been in contact with our DOLA representative, Greg Winkler, regarding creating this fund and he will set up a meeting with other DOLA representatives that have more experience regarding this.

- B. Other Discussion Items

No other discussion items offered.

**NEW BUSINESS**

**A.** Should the Board Approve Adoption of Resolution No. 1, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ESTABLISHING DESIGNATED PUBLIC PLACES FOR THE POSTING OF MEETING NOTICES AS REQUIRED BY THE COLORADO OPEN MEETINGS LAW."?

**Motion #3** by Trustee Douglas, seconded by Trustee Barrett, that the Board Approve Adoption of Resolution No. 1, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ESTABLISHING DESIGNATED PUBLIC PLACES FOR THE POSTING OF MEETING NOTICES AS REQUIRED BY THE COLORADO OPEN MEETINGS LAW." Motion carried unanimously. (Trustee Stapp was absent.)

**B.** Should the Board Approve Adoption of Resolution No. 2, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT WITH WESTERN SLOPE CONSULTING, LLC, FOR PHASE TWO OF THE COMPREHENSIVE MASTER PLAN PROJECT FOR THE TOWN OF FAIRPLAY."?

**Motion #4** by Trustee Just, seconded by Trustee Douglas, that the Board Approve Adoption of Resolution No. 2, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT WITH WESTERN SLOPE CONSULTING, LLC, FOR PHASE TWO OF THE COMPREHENSIVE MASTER PLAN PROJECT FOR THE TOWN OF FAIRPLAY." A roll call vote was taken: Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Trustee Stapp was absent.)

**C.** Should the Board Approve Adoption of Resolution No. 3, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE STATE OF COLORADO, DEPARTMENT OF LOCAL AFFAIRS, AND THE TOWN OF FAIRPLAY, COLORADO FOR AN ENERGY IMPACT ASSISTANCE FUND GRANT TO CONDUCT A WASTEWATER CONSOLIDATION FEASIBILITY STUDY."?

**Motion #5** by Trustee Just, seconded by Trustee Douglas, that the Board Approve Adoption of Resolution No. 3, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE STATE OF COLORADO, DEPARTMENT OF LOCAL AFFAIRS, AND THE TOWN OF FAIRPLAY, COLORADO FOR AN ENERGY IMPACT ASSISTANCE FUND GRANT TO CONDUCT A WASTEWATER CONSOLIDATION FEASIBILITY STUDY." A roll call vote was taken: Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Trustee Stapp was absent.)

**D.** Should the Board Approve Adoption of Resolution No. 4, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT WITH SHORT-ELLIOTT-HENDRICKSON, INC., (SEH, INC.) FOR A WASTEWATER TREATMENT PLANT MANAGEMENT AND OPERATIONAL FEASIBILITY STUDY FOR THE TOWN OF FAIRPLAY."?

**Motion #6** by Trustee Just, seconded by Trustee Barrett, that the Board Approve Adoption of Resolution No. 4, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT WITH SHORT-ELLIOTT-HENDRICKSON, INC., (SEH, INC.) FOR A WASTEWATER TREATMENT PLANT MANAGEMENT AND OPERATIONAL FEASIBILITY STUDY FOR THE TOWN OF FAIRPLAY." A roll call vote was taken: Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Trustee Stapp was absent.)

Town Administrator/ Clerk Darrah stated that SEH, Inc. would be holding a project kickoff meeting here at Town Hall on Wednesday, January 8<sup>th</sup> at 9:00 a.m. This kickoff meeting will be attended by Town Administrator/ Clerk Darrah, Town Board members, Sanitation District staff, District Board members and

SEH, Inc. Mayor Lane and Trustee Just stated that he would do their best to attend the meeting. Trustee Just asked that future meetings be scheduled later in the day.

**E. Discussion / Decision regarding request for donation from South Park Chamber for a Timbersports Event.**

Town Administrator/ Clerk Darrah presented a request from the South Park Chamber of Commerce for a donation of funds for the Beauty and BeaSTIHL event they have planned for June 26<sup>th</sup>-29<sup>th</sup>. Tina met with the Chamber president and he is unable to provide a specific request as he does not know what their costs will be at this time. Tina did offer to include this Chamber event in all of the Town's event marketing materials and recommended that the Board wait to take action on this item until the Chamber is able to provide a specific donation amount. The Board asked if there were other events scheduled in Fairplay on these dates and Tina reported that we will be hosting a TGIFairplay free concert at the beach on Friday, June 27<sup>th</sup>.

**F. Discussion Regarding Streetlights**

Town Administrator/ Clerk Darrah reported that the Board had originally requested action on this item on November 9, 2012 and that Police Chief Gottschalk had worked with Xcel Energy engineers to obtain estimates for two streetlights on Castello Avenue between 6<sup>th</sup> and 8<sup>th</sup> Streets and one light on Main Street near the entrance to Town Hall. Xcel Energy provided a quote of \$1,195.00 to install the two streetlights on Castello Avenue, using existing poles. The estimate proposed for a streetlight at 901 Main Street was \$0.00 because there is already a pole and box at this location. Tina authorized the installation of the 901 Main Street light and it has already been installed. Staff's recommendation was to approve the installation of the Castello Avenue streetlights if they want to pursue this action.

Trustee Just inquired about the snow/frost clause in the Xcel contract. Town Administrator/Clerk Darrah reported that this is standard language but the clause will not apply to our situation as the poles are already in place.

**Motion #7** by Mayor Lane, seconded by Trustee Just, that the Board approve the installation of streetlights in the 600/800 block of Castello Avenue as depicted on the materials provided by Xcel Energy in the amount of \$1,195.00. A roll call vote was taken: Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Trustee Stapp was absent.)

**G. Discussion / Decision regarding modified regular meeting dates for January, February and September, 2014.**

Deputy Town Clerk Werner reported that regular meeting dates fall on Town observed holidays on January 20<sup>th</sup>, February 17<sup>th</sup> and September 1<sup>st</sup> this year and asked the Board if they wished to reschedule these regular meeting dates.

The Board discussed the dates and decided to hold regular Board meetings on January 27<sup>th</sup> and February 24<sup>th</sup>, if needed. A second meeting in September will be held on either the 22<sup>nd</sup> or the 29<sup>th</sup>, if needed. The Board will make this determination when the dates draw nearer.

**H. Other New Business**

No other new business offered.

**MAYOR AND TRUSTEE REPORTS**

Trustee Just inquired about staff's collection success with past due water accounts. Town Treasurer Wittbrodt reported that only a few water accounts were certified to the Park County Treasurer.

Trustee Just inquired about changing the regular Board of Trustee meeting time to start at 6:00 p.m. rather than 7:00 p.m. until daylight savings time begins. The Board agreed that this would work for all of them and directed staff to prepare a resolution regarding the time change.

Mayor Lane thanked staff for their part in all of the Town's accomplishments in 2013 and stated that he is looking forward to 2014.

**ADJOURNMENT**

Mayor Lane, noting that there being no further business before the Board, declared that the meeting be adjourned at 7:38 p.m.

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Mayor, Gabby Lane

ATTEST:

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Claudia Werner, Deputy Town Clerk