

**MINUTES OF THE REGULAR MEETING OF THE  
FAIRPLAY BOARD OF TRUSTEES  
March 7, 2016**

**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 6:04 p.m. in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, by Mayor Pro Tem Frank Just who proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Scott Dodge and Ray Douglas. Also in attendance were Town Attorney Lee Phillips, Town Administrator/ Clerk Tina Darrah, Interim Public Works Director Butch Green, Public Works Employee Vaughn Mead, Police Chief Joel Vice, Town Treasurer Kim Wittbrodt and Deputy Town Clerk Claudia Werner. Mayor Gabby Lane and Trustee Eve Stapp were absent.

**AGENDA ADOPTION**

**Motion #1** by Trustee Douglas, seconded by Trustee Dodge, that the agenda be adopted as presented. Motion carried unanimously. (Mayor Lane and Trustee Stapp were 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** – February 1, 2016
- B. **APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$100,735.70.

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

**CITIZEN COMMENTS**

Jamie Morrow was present with a group of Boys and Girls Club Torch Club members. Cru Bogert and Jess Meyers asked the Board of Trustees to consider placing two “no smoking” signs at each Cohen Park, Fairplay Beach and Town Hall.

The Board directed staff to put this item on a future agenda so that they could vote on it.

**NEW BUSINESS**

- A. Should the Board Approve Adoption of Resolution No. 3, 2016, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR THE DISTRIBUTION OF CONSERVATION TRUST FUNDS BETWEEN THE TOWN OF FAIRPLAY, COLORADO AND PARK COUNTY GOVERNMENT.”?

Town Treasurer Wittbrodt stated that the Town has been awarded CTF grant funds in the amount of \$25,000 for the continuation of the 8<sup>th</sup> Street sidewalk from Front Street to Cohen Park. Two of the five blocks on this route currently have sidewalks. The Town’s matching funds will be from the Town’s Conservation Trust Fund.

Staff recommends approval of Resolution No. 3, 2016.

**Motion #3** by Mayor Pro Tem Just, seconded by Trustee Douglas, that the Board Approve Adoption of Resolution No. 3, 2016, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR THE DISTRIBUTION OF CONSERVATION TRUST FUNDS BETWEEN THE TOWN OF FAIRPLAY, COLORADO AND PARK COUNTY GOVERNMENT.” A roll call vote was taken: Dodge – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Mayor Lane and Trustee Stapp were absent.)

- B. Discussion and Consideration of Adoption of Resolution No. 4, 2016, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING RULES AND REGULATIONS FOR THE FAIRPLAY CEMETERY.”?

Town Administrator/ Clerk Darrah presented the proposed Rules and Regulations for Fairplay Cemetery and Cemetery Agreement and stated that there were a few minor changes to be made to the documents. The Cemetery Board dealt with cemetery decisions and issues prior to its abolishment in 2009 and since that time, that role has been the responsibility of the Public Works Director. These regulations were written to help staff in its operation of the cemetery and to more clearly define the Staff/Board roles in regards to the Cemetery.

Mayor Pro Tem Just suggested that this item be tabled to the March 21, 2016 Board meeting, when Mayor Lane would be present to share his input.

**Motion #4** by Trustee Dodge, seconded by Trustee Douglas, that the Board table discussion and consideration of adoption of Resolution No. 4, 2015, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING RULES AND REGULATIONS FOR THE FAIRPLAY CEMETERY." to the March 21, 2016 Board of Trustees meeting. Motion carried unanimously. (Mayor Lane and Trustee Stapp were absent.)

**C. Discussion/Direction to Staff regarding the Siding Project on the Clinic Building.**

Town Administrator/ Clerk Darrah stated that siding at the Clinic Building is failing in several areas and Rocky Mountain Rural Health has \$5,000 set aside for siding repair/ replacement. Tina stated that she will search for available grant funds to help pay for the siding replacement project and report back to the Board with her findings as well as the amount of additional match money the Town will need to come up with in addition to the \$5,000 from RMRH.

Gerrits Kasper, Town Building Inspector, has evaluated the siding and determined that it needs to be replaced. Gerrits concluded that the two best options for replacement were stucco and James Hardie pre-painted lap siding. Bids for both products were provided in the Board packet.

Interim Public Works Director Green stated that the Hardie siding will last about 10 years and the stucco about 20 years.

The Board directed staff to proceed with research available grant funds to complete the siding replacement with stucco and to report back to the Board with findings.

**D. Discussion/Direction regarding a Sander for the new Public Works Truck.**

Interim Public Works Director Green presented three quotes for sanders for the new Ford F550 truck. The Town currently has a Swenson sander that has been dependable and the quote for a new Swenson sander was the lowest of the three quotes. In addition, ordering parts from the manufacturer would be easier since the Town already has a Swenson sander in service.

Staff recommends purchasing the Swenson sander.

Mayor Pro Tem Just recommended that staff also get pricing for toolboxes mounted to the Ford F550 truck bed and bring this information back to the Board for discussion and approval.

**Motion #5** by Mayor Pro Tem Just, seconded by Trustee Douglas, to direct staff to purchase the Swenson Sander at a cost of \$7,093 with funds to be allocated out of the General Fund reserves. A roll call vote was taken: Dodge – yes, Douglas – yes, Just – yes. Motion carried unanimously. (Mayor Lane and Trustee Stapp were absent.)

**E. Other new business**

No other new business offered.

**UNFINISHED BUSINESS**

**A. Other Discussion Items**

Town Administrator/ Clerk Darrah stated that Interim Public Works Director Green has prepared a written staff report with updates based on the 2016 work plan for the Public Works Department. The report included information on the FEMA projects, 8<sup>th</sup> Street drainage project, clean-up of Town owned properties, job descriptions for Public Works staff, Town ditch easements and maintenance plan, Public Works capital improvement plan, monitoring of marijuana facilities within the Fairplay Sanitation District, electrical upgrades on 5<sup>th</sup> Street, new fire hydrants, installation of generator at the water plant, line locator purchase, GIS mapping software, wasting pump project at the treatment plant, treatment plant pond sludge removal, fence project at treatment plant, grease trap compliance program, fire hydrant flush schedule, compliance with cross connect/back flow prevention regulations, 2<sup>nd</sup> Street pump house project, siding replacement at the Clinic Building, installation of lights on rear of Town Hall, creation and implementation of cemetery rules and regulations, and various water plant projects.

Town Administrator/ Clerk Darrah updated the Board regarding the purchase of the approximately 30 acre parcel between Town Hall and the Fairplay Beach. Burnett Land Surveying has surveyed the property and prepared a subdivision plat to divide the property into three parcels. There is a road right of way recorded across the northern portion of the parcel, which is the current access to the Fairplay Beach. Tract 1 is approximately 17 acres along the river bottom, Tract 2 is approximately 10 acres of land above the river bank, and Tract 3 is approximately 1 acre of land above the river bank that is separated from the 10 acre parcel by Beach Road. Tina discussed moving forward with the subdivision process on this parcel and the Board directed staff to proceed with the process.

Town Administrator/ Clerk Darrah also publicly thanked Butch Green for agreeing to act as the Interim Public Works Director.

**MAYOR AND TRUSTEE REPORTS**

Trustee Dodge stated his appreciation for Town staff's thorough reporting to the Board, which keeps them in the loop and enables them to understand and accurately respond to citizen inquiries.

Trustee Douglas reminded the Board that CML conference is coming up and he plans on going this year. Ray also stated that South Park Activities Association is seeking sponsors to help with the purchase of hurdles for the High School track, at the cost of \$175 each, so that they can host track meets at the athletic complex in Fairplay. The Board directs staff to place the Town's sponsorship of one hurdle on the next Board agenda.

Mayor Pro Tem Just stated that the Public Works staff report provided by Butch Green covered all appropriate items that the Board needs to make decisions and answer citizen questions and he commended the Board and staff for the way they've handles recent changes at the Town.

**EXECUTIVE SESSION:** Pursuant to C.R.S. 24-6-402 (4) (f) to discuss personnel matters relating to the Public Works Department.

**Motion #6** by Trustee Dodge, seconded by Trustee Douglas, that the Board go into executive session at 7:10 p.m. for the purpose of discussing personnel matters relating to the Public Works Department pursuant to C.R.S. Section 24-6-402 (4) (f). Motion carried unanimously.

Mayor Pro Tem Just announced that the meeting was back to open session at 8:21 p.m. The participants in the executive session were: Mayor Pro Tem Just, Trustees Dodge and Douglas, Town Administrator/Clerk Darrah, Town Attorney Phillips, Interim Public Works Director Butch Green and Waste Water Operator. Mayor Pro Tem Just announced that no action was taken in the executive session.

**ADJOURNMENT**

Mayor Pro Tem Just, noting that there being no further business before the Board, declared that the meeting be adjourned at 8:22 p.m.

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Gabby Lane, Mayor

ATTEST:

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Claudia Werner, Deputy Town Clerk