

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES**

December 4, 2017

Clerk's note: This was initially posted as a joint meeting of the Fairplay Board of Trustees and the Fairplay Sanitation District Board of Director's. Due to a lack of a quorum, the Fairplay Sanitation Board was unable to participate in the meeting.

CALL TO ORDER

The regular meeting of the Board of Trustees for the Town of Fairplay was called to order at 6:00 p.m. in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, by Mayor Gabby Lane. Mayor Lane proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Scott Dodge, Eve Stapp, Frank Just and Ray Douglas. Also in attendance were Town Attorney Lee Phillips, Town Administrator/ Clerk Tina Darrah, Public Works Director Vaughn Mead, Interim Police Chief Bo Schlunsen, Town Treasurer Kim Wittbrodt.

AGENDA ADOPTION

Motion #1 by Trustee Douglas, seconded by Trustee Just, that the agenda be adopted with the following amendment as requested by Town Administrator Darrah:

Addition of an Executive Session after Staff Comments and prior to Adjournment per C.R.S. 24-6-402 (4) (f).

Motion carried unanimously.

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** – November 6, 2017
- B. APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$267,075.85.

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

CITIZEN COMMENTS

No citizen comments offered.

PUBLIC HEARINGS

- A. Continued** – Amended 2017 Budget and Proposed 2018 Budget

The public hearing was re-opened at 6:04 p.m. by Mayor Lane.

Mayor Lane asked if anyone in the audience had questions or concerns regarding the Amended 2017 Budget and Proposed 2018 Budget.

There was no public comment.

- .1. Should the Board Approve Adoption of Resolution No. 22, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING AN AMENDED 2017 BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO."?

Motion #3 by Trustee Just, seconded by Trustee Stapp, to approve adoption of Resolution No. 22, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING AN AMENDED 2016 BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO." A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

2. Should the Board Approve Adoption of Resolution No. 23, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE AMENDED 2017 BUDGET."?

Motion #4 by Trustee Just, seconded by Trustee Douglas, to approve adoption of Resolution No. 23, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE AMENDED 2017 BUDGET." A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

3. Should the Board Approve Adoption of Resolution No. 24, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2018 AND ENDING ON THE LAST DAY OF DECEMBER 2018."?

Motion #5 by Trustee Just, seconded by Trustee Stapp, to approve adoption of Resolution No. 24, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2018 AND ENDING ON THE LAST DAY OF DECEMBER 2018." A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

4. Should the Board Approve Adoption of Resolution No. 25, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2017 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE 2018 BUDGET YEAR."?

Motion #6 by Trustee Stapp, seconded by Trustee Just, to approve adoption of Resolution No. 25, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2017 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE 2018 BUDGET YEAR." A roll call vote was taken: Dodge – yes, Stapp, yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

5. Should the Board Approve Adoption of Resolution No. 26, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF FAIRPLAY, COLORADO FOR THE 2018 BUDGET YEAR."?

Motion #7 by Trustee Just, seconded by Trustee Douglas, to approve adoption of Resolution No. 26, series of 2017, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF

FAIRPLAY, COLORADO FOR THE 2018 BUDGET YEAR.” A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

Public Hearing closed at 6:11 p.m. by Mayor Lane.

B. Consideration of a Special Use Permit application as submitted by Stan Kopunec for the property located at 249 U S Hwy 285 to allow manufacturing, fabrication and assembly of log homes and to allow the continued use of the existing shipping container located on the property for the proposed log home business.

Mayor Lane opened the public hearing at 6:11 p.m. and read an opening statement stating jurisdiction and outlining procedures for the public hearing. He then asked for staff comment, which was offered by Town Administrator Darrah who explained that the application was for a special use permit to allow the operation of a log home building operation and also to keep the container that is currently on the property. She explained that this operation and conex container would be located on the 20-acre parcel just north of the Riverside Hotel along the river. She stated that she had the following concerns about the application:

1. There is no site plan/map included in the application.
2. Ingress/egress to the property - this should be shown clearly on a site map and should include a plan for emergency vehicle access.
3. Noise and aesthetics associated with a log home assembly, manufacturing business. This is highly visible location seen by every car driving through Fairplay on Hwy. 285 and directly across the river from a tourist oriented RV Park.
4. The site plan should show the refuse and service areas.
5. There is no plan for utilities/sanitation facilities on the site.
6. The site plan needs to show any screening, buffering, signs, exterior lighting, etc.

Ms. Darrah further stated that staff does not recommend approval of the application for a Special Use Permit on this site unless and until the above items have been adequately addressed. She recommended that the hearing be continued until the meeting on January 8, 2018, to give Mr. Kopunec time to work with staff to address the concerns as stated.

Applicant comment was offered by Stan Kopunec further explaining about the type of business the log home manufacturing company would be and reiterating the need for the existing storage container for storage of materials for the business. He asked that the Board approve the SUP at this time with conditions addressing the staff's report/concerns.

A lengthy discussion ensued among the Board, with input from the applicant and staff about the previously stated list of staff concerns. At the conclusion of the discussion it was agreed to continue the public hearing to allow the applicant an opportunity to work with staff to address those concerns prior to the next Board meeting. It was further noted that until those items were addressed the public hearing would again be continued.

Motion #8 by Trustee Just, seconded by Trustee Douglas, to continue the hearing until January 8, 2018 to allow time for the applicant to work with staff to address the outstanding items stated previously. Motion carried unanimously.

Staff noted that the time of the continuation was 6:52 p.m.

NEW BUSINESS

A. Should the Board Approve Adoption of Resolution No. 27, series of 2017, entitled, “A RESOLUTION AUTHORIZING CERTIFICATION OF LIENS ON OUTSTANDING WATER BILLS.”?

Motion #9 by Trustee Douglas, seconded by Trustee Just, to approve adoption of Resolution No. 27, series of 2017, entitled, “A RESOLUTION AUTHORIZING CERTIFICATION OF LIENS ON OUTSTANDING WATER BILLS.” A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

- B.** Should the Board Approve Adoption of Resolution No. 28, series of 2017, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO DETERMINING THAT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON APRIL 3, 2018 SHALL BE A MAIL BOLLOT ELECTION.”?

Motion #10 by Trustee Just, seconded by Trustee Douglas, to approve adoption of Resolution No. 28, series of 2017, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO DETERMINING THAT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON APRIL 3, 2018 SHALL BE A MAIL BOLLOT ELECTION.” A roll call vote was taken: Dodge – yes, Stapp – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

- C.** Discussion/ direction to staff regarding a letter from the Northwest Fire Protection District regarding the Town of Fairplay adopting the 2012 Edition of the International Fire Code.

Staff comment was offered explaining that the Town had received a letter from NWFPD asking that the Town consider adopting the 2012 Edition of the International Fire Code. After a brief discussion the Board directed staff to perform the necessary research on this request and work with NWFPD as appropriate to bring a recommendation back to the Board for consideration.

- D.** Other new business

Town Administrator/ Clerk Darrah stated that she had received a letter from the newly formed South Park Health Services District requesting that they be allowed to use the Clinic building at 525 Hathaway Street as their physical address and their official meeting place.

Motion #11 by Trustee Just, seconded by Trustee Dodge, that the Town grant permission to the South Park Health Services District allowing them use of the Clinic Building at 525 Hathaway for their physical/legal address and for their public meetings. Motion carried unanimously.

No other new business offered.

UNFINISHED BUSINESS

- A.** Other Discussion Items

No other discussion items offered.

MAYOR AND TRUSTEE REPORTS

Trustee Dodge informed staff that he had referred Jim Dexter, of the American Legion, to Town Hall for a letter of support for a grant to install handicap accessible restrooms at the Legion Building.

STAFF AND COMMITTEE REPORTS

All staff reports were briefly discussed with a more in-depth discussion in regard to various water pressure issues that were recently discovered in the Town’s water system. It was agreed that Public Works Director Mead would continue consulting with the Town’s engineers to work towards an acceptable solution to better regulate the Town’s water pressure.

EXECUTIVE SESSION

Motion #12 by Trustee Douglas, seconded by Trustee Dodge, that the Board go into executive session at 7:32 p.m. pursuant to C.R.S. 24-6-402 (4) (f) to discuss matters a personnel matter relating to the Police Chief position. Motion carried unanimously.

Mayor Lane announced that the meeting was back to open session at 8:00 p.m. The participants in the executive session were: Mayor Lane, Trustees Just, Douglas, Stapp and Dodge, Town Administrator/Clerk Darrah, Town Attorney Lee Phillips and Treasurer Wittbrodt. Mayor Lane announced that no action was taken in the executive session.

ADJOURNMENT

Mayor Lane, noting that there being no further business before the Board, declared that the meeting be adjourned at 8:02 p.m.

Gabby Lane, Mayor

ATTEST:

Tina Darrah, Town Clerk