

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

**March 5, 2018**

**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 6:00 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 Scott Dodge, Eve Stapp, Ray Douglas and Frank Just. Also in attendance were Town Attorney Lee Phillips, Town Administrator/ Clerk Tina Darrah, Public Works Director Vaughn Mead, Planning Consultant Scott Hunn, Town Treasurer Kim Wittbrodt, Deputy Town Clerk Claudia Werner and Assistant to the Town Administrator Mason Green.

**AGENDA ADOPTION**

**Motion #1** by Trustee Just, seconded by Trustee Douglas, that the agenda be adopted as presented. 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** – February 5, 2018
- B. **APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$79,527.75.
- C. Should the Board Approve Adoption of Resolution No. 3, series of 2018, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, GRANTING APPROVAL OF THE APPLICATION FOR A SPECIAL USE PERMIT FOR CERTAIN REAL PROPERTY COMMONLY KNOWN AS RIVER BUSINESS PARK, PARCEL B, FAIRPLAY, COLORADO.”?**
- D. Should the Board Approve Adoption of Resolution No. 4, series of 2018, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, GRANTING APPROVAL OF THE APPLICATION FOR A SPECIAL USE PERMIT FOR STAN KOPUNEC.”?**

**Motion #2** by Trustee Stapp, seconded by Trustee Just, 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**

Mike Brown introduced himself to the Board and stated that he is running for Park County Sheriff. He also offered some comments regarding his experience with Active Shooter Training.

**PUBLIC HEARING**

- A. Should the Board Approve Adoption of Resolution No. 5, series of 2018, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, GRANTING APPROVAL OF THE EXTENSION OF A SPECIAL USE PERMIT FOR CERTAIN REAL PROPERTY COMMONLY KNOWN AND NUMBERED AS 249 U S HIGHWAY 285, FAIRPLAY, COLORADO.”?

The Public Hearing was opened by Mayor Lane at 6:04 p.m.

Town Administrator/ Clerk Darrah presented the application for extension of a Special Use Permit for Stan Kopunec. The Special Use Permit was originally granted by the Board of Trustees on March 21, 2016 to allow the display and sale of Park Model RV’s (I. E. Camp Cabins, Tiny Houses) and had an expiration date of March 21, 2018. The applicant has requested that the permit be extended for an additional five years with no additional

changes to the permit. Staff has had no complaints/issues filed in regard to the current special use permit and therefore recommends approval of the requested extension.

Derek Kopunec, on behalf of Stan Kopunec, was present to answer Board questions but had nothing further to add regarding the application to extend the special use permit.

There were no comments in favor of, or in opposition to, this application.

Public hearing was closed at 6:09 p.m. by Mayor Lane.

**Motion #3** by Trustee Just, seconded by Trustee Douglas, that the Board approve adoption of Resolution No. 5, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, GRANTING APPROVAL OF THE EXTENSION OF A SPECIAL USE PERMIT FOR CERTAIN REAL PROPERTY COMMONLY KNOWN AND NUMBERED AS 249 U S HIGHWAY 285, FAIRPLAY, COLORADO." Motion carried unanimously.

**UNFINISHED BUSINESS**

**A. Other discussion items**

No other discussion items were offered.

**NEW BUSINESS**

**A. Should the Board Approve Adoption of Resolution No. 6, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A REVOCABLE LICENSE AGREEMENT WITH DALE AND KATHERINE FITTING FOR THE USE OF PRIVATELY-OWNED PROPERTY FOR PLACEMENT OF A TOWN CHRISTMAS TREE."?**

Town Administrator/ Clerk Darrah stated that the revocable license agreement with Dale and Katherine Fitting will allow the Town to place a live tree on the Fitting's property next to the Hand Hotel. This tree will act as the Town Christmas Tree and staff has already picked it out.

Town Attorney Phillips answered Board questions regarding the Revocable License Agreement.

**Motion #4** by Trustee Douglas, seconded by Trustee Just, that the Board Approve Adoption of Resolution No. 6, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A REVOCABLE LICENSE AGREEMENT WITH DALE AND KATHERINE FITTING FOR THE USE OF PRIVATELY-OWNED PROPERTY FOR PLACEMENT OF A TOWN CHRISTMAS TREE." 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. 7, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING AN AMENDED REVOCABLE LICENSE AGREEMENT WITH SAM MICK FOR THE PROPERTY LOCATED AT 401 MAIN STREET."?**

Town Administrator/ Clerk Darrah stated that the amended revocable license agreement with Sam Mick will expand the Town's allowable use of the property at 401 Main Street to include placement of temporary signage and placement and operation of a temporary food vending cart, in addition to the Town's use of the property as a parking lot. The food vendor cart will be operated by a third-party approved by the Town. The Town is working with a vendor that first approached Sam Mick and will present a separate use agreement with the vendor at a later Board meeting, after the details of that arrangement are worked out.

Town Attorney Phillips and Town Administrator/ Clerk Darrah answered Board questions and offered clarification of both the revocable license agreement and the resolution approving it.

**Motion #5** by Mayor Lane, seconded by Trustee Stapp, that the Board Approve Adoption of Resolution No. 7, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING AN AMENDED REVOCABLE LICENSE AGREEMENT WITH SAM MICK FOR THE PROPERTY LOCATED AT 401 MAIN STREET." A roll call vote was taken: Dodge - yes, Stapp – yes, Lane – yes, Douglas – yes, Just - yes. Motion carried unanimously.

**C. Should the Board Approve Adoption of Resolution No. 8, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, DELEGATING AUTHORITY AND RESPONSIBILITY TO THE TOWN CLERK TO APPOINT ELECTION JUDGES."?**

Town Administrator/ Clerk Darrah stated that this resolution authorized the Town Clerk to appoint election judges for the April 3, 2018 election. Four judges would be appointed to work on Election Day from 2:00 p.m. to approximately 9:00 p.m. She also stated that the Fairplay Sanitation District election will be cancelled because only three nomination petitions have been received for the three available seats.

**Motion #6** by Trustee Just, seconded by Trustee Dodge, that the Board Approve Adoption of Resolution No. 8, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, DELEGATING AUTHORITY AND RESPONSIBILITY TO THE TOWN CLERK TO APPOINT ELECTION JUDGES." Motion carried unanimously.

**D. Should the Board Approve Adoption of Resolution No. 9, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH HUNN PLANNING & POLICY, LLC FOR CONSULTANT PLANNING SERVICES FOR THE TOWN OF FAIRPLAY."?**

Town Administrator/ Clerk Darrah stated that this resolution authorizes a professional services agreement with Scot Hunn of Hunn Planning and Policy, LLC. Scott Hunn was available to discuss any details of the agreement and answer Board questions. Staff recommends approval.

**Motion #7** by Mayor Lane, seconded by Trustee Douglas, that the Board Approve Adoption of Resolution No. 9, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH HUNN PLANNING & POLICY, LLC FOR CONSULTANT PLANNING SERVICES FOR THE TOWN OF FAIRPLAY." A roll call vote was taken: Dodge - yes, Stapp – yes, Lane – yes, Douglas – yes, Just - yes. Motion carried unanimously.

**E. Should the Board Approve Adoption of Resolution No. 10, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AMENDING THE FEE SCHEDULE."?**

Town Treasurer Wittbrodt stated that this resolution will update the fee schedule to add a fee for weekly gold panning permits, as directed by the Board.

**Motion #8** by Trustee Just, seconded by Trustee Douglas, to Approve Adoption of Resolution No. 10, series of 2018, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AMENDING THE FEE SCHEDULE." Motion carried unanimously.

**F. Other new business**

No other new business was offered.

**STAFF REPORTS**

Town Treasurer Wittbrodt stated that the audit was conducted last week and it went very well.

Interim Police Chief Schlunsen provided a written staff report, which was read into the record by Mayor Lane.

**MAYOR AND TRUSTEE REPORTS**

Trustee Just expressed his appreciation for the Active Shooter Training that the Fairplay Police Department will be conducting at the Fairplay campus for the Park County RE-2 School District.

Trustee Douglas expressed his appreciation for Interim Police Chief Schlunsen taking the initiative to help residents clean up their properties by going out with his own vehicle, helping them load their unwanted appliances, and getting them moved to a metal recycling pile at the Town Shop.

Trustees Stapp and Dodge echoed Trustee Douglas's appreciation for Interim Police Chief Schlunsen's efforts and offered to assist him going forward.

**ADJOURNMENT**

Mayor Lane, noting that there being no further business before the Board, declared that the meeting be adjourned at 6:49 p.m.

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Gabby Lane, Mayor

ATTEST:

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Claudia Werner, Deputy Town Clerk