

**AGENDA for a Regular Meeting  
of the Board of Trustees of the Town of Fairplay, Colorado  
Monday, October 19, 2020 at 6:00 p.m. at the Fairplay Town Hall Meeting Room  
901 Main Street, Fairplay Colorado AND virtually via GoToWebinar**

**Virtual Access Information to Join via Internet:  
<https://attendee.gotowebinar.com/register/7609114555221501195>**

**Connect via Phone: Dial (914) 614-3221**

**Enter Access Code 469-796-893**

**PLEASE SEE DETAILED INSTRUCTIONS AT THE END OF THE AGENDA**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. 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** –October 5, 2020
  - B. APPROVAL OF EXPENDITURES**—Approval of bills of various Town funds in the amount of \$11,213.73
- VI. CITIZEN COMMENTS**
- VII. UNFINISHED BUSINESS**
  - A. Other Discussion Items.**
- VIII. NEW BUSINESS**
  - A. Submittal of 2020 Amended and 2021 Proposed Budgets for all funds of the Town of Fairplay**
  - B. Other New Business**
- IX. BOARD OF TRUSTEE AND STAFF REPORTS**
- X. EXECUTIVE SESSION:** Pursuant to C.R.S. 24-6-402 (4) (f) to discuss a personnel matter relating to the Town Administrator/Clerk.
- XI. ADJOURNMENT**

**Upcoming Meetings/Important Dates**

Regular Board Meeting	November 2, 2020
Regular Board Meeting	November 16, 2020
Regular Board Meeting	December 7, 2020

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, Oct. 15, 2020.*

## How to Participate in Virtual Meetings Using GoToWebinar

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To help control the spread of the COVID-19 virus the Town of Fairplay will be conducting Town Board meetings both virtually and in person encouraging public participation as usual. These efforts will keep the community, elected officials, staff and residents safe while continuing to conduct important Town business

The Town will be using a virtual meeting format, in conjunction with the usual in person format, for the Town Board of Trustee meetings until further notice and will be utilizing GoToWebinar for the virtual component. To comply with State and County COVID-19 guidelines there will be a limited number of individuals allowed in the meeting room at one time. There will be additional overflow seating provided and **attendees will be asked to wear masks if attending in person.** The public may also participate virtually and the instructions below are provided to describe the various ways this can happen.

**\*\*\*If you have any symptoms of COVID-19 or are feeling unwell, please attend our meetings virtually. If you are exhibiting symptoms you will be asked to leave the meeting room.\*\*\***

The link which will allow you to register for the meeting will be posted on the Town of Fairplay website, [www.fairplayco.us](http://www.fairplayco.us) under the "Mayor and Board of Trustees" tab and on the most recent agenda. On the most recent agenda there will be a link. Once you follow the link you will need to register for the meeting by providing your full name and email address. **Once you register, you will receive an email with a link and phone number you can use to join the meeting by web or by phone.**

Please note that if you plan to call into the meeting by phone **you must email your public comments to [info@fairplayco.us](mailto:info@fairplayco.us) by 4:30pm the day of the meeting.**

### **TO COMMENT IN ADVANCE IF YOU ARE PLANNING TO ATTEND BY TELEPHONE OR PHONE APP:**

- Email [info@fairplayco.us](mailto:info@fairplayco.us) to submit your question/comment.
  - **Please be aware that if you join by telephone or phone app you will not be able to ask questions, participate in public hearings or make comments via voice. All public comments must be emailed prior to 4:30pm.**
  - Your comments will be included in the record and read at the appropriate time during the meeting.

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, Oct. 15, 2020.*

## TO JOIN THE MEETING BY TELEPHONE OR PHONE APP:

- You will need to register for the meeting via the link provided on the agenda and located on the Fairplayco.us website under “Mayor and Board of Trustees” and on the most recent agenda. You will see a link on the agenda to the registration page. Please enter your full name. After you fill out this form you will be sent an email that will provide instructions on how to join the meeting. **You are encouraged to do this ahead of time.**
- Join the live meeting through the instructions GoToWebinar sent to your email address after you followed the step above and registered.
- **If you are joining by telephone you will be required to enter an access code which is located below the “join in” phone numbers. Please note that you must complete the registration prior to receiving the call-in number and access code.**
- You will be joined to the meeting and automatically muted.

## JOINING THE MEETING BY WEB AND COMMENTING:

- Join the live meeting through the instructions above.
- You will be joined to the meeting and automatically muted.
- You will be able to comment and/or ask questions by “chat” if attending by internet.
- You will be unmuted in certain cases, such as public hearings or at the Boards request, and able to speak directly to the Board and audience. **Please note you will still need to notify the moderator of your desire to speak via the “raised hand” feature or by commenting to organizers via the chat.**

## HELPFUL TIPS FOR A GOOD VIRTUAL MEETING EXPERIENCE:

- If joining through the web, log on 5 minutes before the start of the meeting, since some online products require downloads and installations
  - Please be aware when downloading GoToWebinar to ensure you are on the official website. Scammers have been setting up downloads which, at first glance, appear to be run by GoToWebinar, but in actuality are not and can give a virus to your computer.
- Turn off nearby cellphones if you are using a computer to connect.
- Using a headset or headphones is recommended if listening online.
- **Only** have the virtual meeting application on your computer. If you are running other programs like email or have additional websites open in your browser, it may interfere with your ability to hear or see the information. For best results close all other windows and applications.
- Please limit distractions when possible—i.e. background noise, conversations with others, etc. when you are unmuted.
- Video streaming is a relatively new technology so please be mindful of the following things when connecting via the internet.
  - If you have an older computer, you may be better served by calling in by telephone.
  - If your internet is not reliable consider calling in by telephone

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, Oct. 15, 2020.*



**MINUTES OF A REGULAR MEETING OF THE  
FAIRPLAY BOARD OF TRUSTEES  
October 5, 2020**

**CALL TO ORDER OF WORKSESSION**

A worksession of the Board of Trustees for the Town of Fairplay was called to order at 5:05 p.m. in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, by Mayor Frank Just. Those present included Trustees Eve Stapp, Scott Dodge and Cindy Bear. Also in attendance were Town Administrator/ Clerk Tina Darrah and Assistant Town Administrator Mason Green. Trustee Josh Voorhis arrived at 5:15 p.m.

**Worksession Regarding Water Supply Evaluation with SGM Engineering**

Angie Fowler of SGM Engineering proceeded with a slide show presentation of the 2020 water supply evaluation. Mayor Just asked Trustees to write down their questions for Town Administrator Darrah to compile and send to Ms. Fowler for written response.

**CALL TO ORDER**

A 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 Frank Just. Mayor Just proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Eve Stapp, Scott Dodge, Josh Voorhis and Cindy Bear. Also in attendance were Police Chief Bo Schlunsen, Town Administrator/ Clerk Tina Darrah and Assistant Town Administrator Mason Green.

**AGENDA ADOPTION**

**Motion #1** by Trustee Dodge, seconded by Trustee Stapp, 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** – August 17, 2020.

**B. APPROVAL OF EXPENDITURES**—Approval of bills of various Town funds in the amount of \$356,298.09

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

**SWEARING IN OF NEW POLICE CHIEF BO SCHLUNSEN AND POLICE SERGEANT BARB GROVER**

Mayor Just administered the oath of office first to Barb Grover who has been promoted to Police Sergeant, and then to Bo Schlunsen who has been promoted to Police Chief.

**CITIZEN COMMENTS**

Asst. Town Administrator Green proceeded to read a letter from Jacklyn Thompson, Community Resource Navigator for PeaceWorks, informing the Board of a new program they have called Resource and Wellness Line. The letter explained that this resource will provide navigation services to Park County residents that will improve their access to resources, services, and programs that are intended to improve their overall quality of life and wellness.

**UNFINISHED BUSINESS**

**Other Discussion Items**

None offered.

**NEW BUSINESS**

**Should the Board Approve Adoption of Resolution No. 29, series of 2020, Entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO EXTENDING REVOCABLE LICENSE AGREEMENTS FOR THE USE OF TOWN-OWNED PROPERTY WITH TIM MILLONZI/TAKA-SUSHI, INC., DBA MILLONZI'S RESTAURANT, BOBBY MCCALL/MCCALL ENTERPRISES, DBA MCCALL'S PARK BAR, AND ELLEN CANCHOLA/SOUTH PARK PUB AND GRILL, DBA PLATTE RIVER SALOON."?**

Staff comment was offered by Town Administrator Darrah explaining that this Resolution extends the revocable license agreements for Millonzi's, Park Bar, and Platte River Saloon to October 2021 to match the extension of the temporary

modification of premises each of these establishments applied for and received from liquor enforcement. Ms. Darrah reminded the Board that the revocable license agreements allow these establishments to use a portion of the street in front of their businesses to serve customers. She went on to explain that while they may not choose to use the street during winter months, they are all aware that if they do, they must follow certain guidelines as determined by the Public Works Dept. to accommodate snow plowing and building regulations on temporary structures. She offered a staff recommendation of approval.

Trustee Voorhis inquired about any increase in need for law enforcement due to this outdoor service. Police Chief Schlunsen stated that they had not seen an increase in calls but did have one complaint from a resident of Front Street about "over service and people drinking too much on Front Street". He explained that they had stepped up patrol of Front Street and have had no issues.

**Motion #3** by Trustee Dodge, seconded by Trustee Bear, to approve adoption of Resolution No. 29, series of 2020, Entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO EXTENDING REVOCABLE LICENSE AGREEMENTS FOR THE USE OF TOWN-OWNED PROPERTY WITH TIM MILLONZI/TAKA-SUSHI, INC., DBA MILLONZI'S RESTAURANT, BOBBY MCCALL/MCCALL ENTERPRISES, DBA MCCALL'S PARK BAR, AND ELLEN CANCHOLA/SOUTH PARK PUB AND GRILL, DBA PLATTE RIVER SALOON."** A roll call vote was taken: Dodge – yes, Stapp – yes, Just – yes, Voorhis – yes, Bear – yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No. 30, series of 2020, Entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO ADOPTING THE PARK COUNTY HAZARD MITIGATION PLAN UPDATE DATED SEPTEMBER 2020."?

Staff comment was offered by Police Chief Schlunsen explaining that this resolution approves the updated Park County Hazard Mitigation Plan, noting that there were very few changes in the updated plan, but that it is required from FEMA in order to access FEMA grants in the event of an emergency situation.

**Motion #4** by Trustee Dodge, seconded by Trustee Voorhis, to approve adoption of Resolution No. 30, series of 2020, Entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO ADOPTING THE PARK COUNTY HAZARD MITIGATION PLAN UPDATE DATED SEPTEMBER 2020."** A roll call vote was taken: Dodge – yes, Stapp – yes, Just – yes, Voorhis – yes, Bear – yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No. 31, series of 2020, Entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO APPROVING A LAND EXCHANGE AGREEMENT WITH SOUTH PLATTE PROSPECTS, LLC."?

Staff comment was offered by Town Administrator Darrah explaining that this resolution approves a land exchange agreement with South Platte Partners, LLC/Amanda Woodbury per the Boards direction on July 20. She went on to remind the Board that Mayor Just has been working with Amanda Woodbury to craft a deal exchanging the parcel she owns adjacent to Town Hall for the parcel the Town owns adjacent to the 10<sup>th</sup> Street ROW that abuts her property on the north side of Hwy. 9 across from the Town Hall. She noted that Town Attorney Wisor was attending the meeting virtually to answer any questions about the exchange.

**Motion #5** by Trustee Dodge, seconded by Trustee Stapp, to approve adoption of Resolution No. 31, series of 2020, Entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO APPROVING A LAND EXCHANGE AGREEMENT WITH SOUTH PLATTE PROSPECTS, LLC."** A roll call vote was taken: Dodge – yes, Stapp – yes, Just – yes, Voorhis – yes, Bear – yes. Motion carried unanimously.

#### Other New Business

None offered.

#### BOARD OF TRUSTEE AND STAFF REPORTS

Assistant Town Administrator Green offered a brief staff report offering to answer any questions in addition to his submitted written report.

Town Administrator Darrah offered a brief staff report regarding the next round of Small Business Assistance Grants, the virtual marketplace, and the upcoming staff luncheon.

Police Chief Schlunsen offered to answer questions regarding his written report and a discussion ensued about the uptick in mental health issues that the police department has had to deal with recently. The Town Board offered their support to the police department, thanking them for their service and asking them to consider how the Town could help them better deal with that aspect of their job.

Mayor Just offered a brief comment complimenting the continued good attitude of the townspeople, the Town Board and town staff during this difficult time.

**ADJOURNMENT**

Mayor Just, noting that there being no further business before the Board, declared that the meeting be adjourned at 7:09 p.m.

\_\_\_\_\_  
Frank Just, Mayor

ATTEST:

\_\_\_\_\_  
Tina Darrah, Town Clerk







## MEMORANDUM

**TO:** Mayor and Board of Trustees  
**FROM:** Kim Wittbrodt, Treasurer  
**RE:** Paid Bills  
**DATE:** 10/13/2020

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Agenda Item: Bills

Attached is the list of invoices paid from October 2, 2020 through October 13, 2020.

Total Expenditures: \$11,213.73

Upon motion to approve the consent agenda, the expenditures will be approved.

Please contact me with any questions.

## Report Criteria:

Detail report type printed

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
10/06/2020	16547	Main Street Garage	tires for skid steer	1	10/05/2020	405.50	105625
10/06/2020	16547		tires for skid steer	2	10/05/2020	405.49	517242
10/06/2020	16547		tires	1	10/05/2020	450.18	105625
10/06/2020	16547		tires	2	10/05/2020	450.17	517242
Total 1336:						1,711.34	
10/13/2020	16554	United States Postal Servic	Bulk Mail - Newsletter	1	10/13/2020	140.00	105130
Total 2158:						140.00	
10/06/2020	16552	Utility Notification Center	RTL Transmissions	1	09/30/2020	22.35	517455
10/06/2020	16552		RTL Transmissions	1	09/30/2020	22.35	517650
Total 2194:						44.70	
10/06/2020	16546	KONICA MINOLTA BUSIN	C364E Copier	1	09/28/2020	302.59	105032
Total 2448:						302.59	
10/06/2020	16544	Hahn Water Resources, LL	consulting	1	10/05/2020	320.00	517430
Total 2509:						320.00	
10/06/2020	16540	CenturyLink	acct 82239760	1	09/24/2020	35.79	105065
Total 2614:						35.79	
10/06/2020	16543	Frank Just	food for employee party	1	10/06/2020	46.26	105110
Total 2754:						46.26	
10/06/2020	16541	Colorado Analytical Lab	water testing	1	10/02/2020	300.00	517475
Total 2864:						300.00	
10/06/2020	16550	Rise Broadband	internet	1	10/01/2020	114.36	517226
Total 2900:						114.36	
10/06/2020	16545	HASP	hasp water dues	1	10/01/2020	1,400.00	517440
Total 2903:						1,400.00	
10/06/2020	16542	Fairplay Auto Supply	supplies	1	09/30/2020	1.69	105420
Total 2948:						1.69	
10/06/2020	16548	Montrose Water Factory, L	bottled water	1	09/30/2020	17.00	105120
Total 3211:						17.00	
10/06/2020	16549	Park County Government	monthly internet	1	10/01/2020	52.50	105065
10/06/2020	16549		monthly internet	2	10/01/2020	52.50	105455

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
Total 3381:						105.00	
10/06/2020	16551	Tandem Design Lab	website update contract	1	10/05/2020	175.00	105130
Total 3384:						175.00	
10/06/2020	16539	Black Lab Construction, LL	orc contract	1	09/24/2020	1,500.00	517417
Total 3400:						1,500.00	
10/06/2020	16553	Warm Springs Consulting	contract	1	10/01/2020	5,000.00	517627
Total 3463:						5,000.00	
Grand Totals:						11,213.73	

Report Criteria:  
 Detail report type printed





## MEMORANDUM

**TO:** Mayor and Board of Trustees

**FROM:** Kim Wittbrodt, Treasurer

**RE:** 2020 Amended Budget, 2021 Proposed Budget

**DATE:** 10/13/2020

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You will notice that there is nothing in your packet regarding the 2020 amended and 2021 preliminary budget. I have prepared budget workbooks for each of you as in the past and will pass those out at the meeting.

The first public hearing for the budget will be held on November 2, 2020 at 6pm. I will discuss dates for the budget work sessions with you at the meeting.

Please contact me with any questions.





## MEMORANDUM

**TO:** Mayor and Board of Trustees  
**FROM:** Tina Darrah, Town Administrator/Clerk  
**RE:** Executive Session – Personnel Matter relating to the Town Administrator  
**DATE:** October 14, 2020

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I have requested this executive session to discuss a personnel related item with the Town Board. Town Attorney Paul Wisor will be present at this meeting to participate in the executive session.

