

TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES
Minutes
April 21, 2020

Mayor Pro Tem Menk called the Regular Meeting of the Trustees to order at 6:30 p.m. Due to the COVID-19 pandemic and as allowed under the Towns Electronic Participation in Meeting Policy (Resolution #6, 2020), the meeting was held virtually via Microsoft Teams. Roll call found the following present:

Trustees: Bruce Menk, Kathy Boyle, Bill Dotson, Gary Miles and Roy Palmer

Also present: Mimi Kuchman, Jim Tarpey, Lee Schiller, J.D. McCrumb, Angela Kelly, Phil Sieber and Bret Cottrell

Excused: Gale Christy

PUBLIC HEARING

Mayor Pro Tem Menk continued the Public Hearing from its original start date of February 18, 2020 regarding the Wallace Annexation into the Town. Mr. Sieber presented the topic as presented in the Trustees Packet. There were five members of the public in attendance virtually; no public comment was submitted in writing prior to the meeting. There was no public comment.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Palmer, the Board of Trustees unanimously closed the public hearing at 6:39 p.m.

APPROVAL OF MINUTES

ACTION: upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved the minutes of February 18, 2020.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved the minutes of February 25, 2020.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved the minutes of March 27, 2020.

RECESS MEETING

Having no additional business before this Board, Mayor Pro Tem Menk recessed the meeting at 6:40 p.m.

SWEARING IN OF MAYOR AND TRUSTEES

Town Clerk J.D. McCrumb swore into office:

- A. Mayor Roy Palmer (2-year term)
- B. Trustee Mimi Kuchman (4-year term)
- C. Trustee Jim Tarpey (4-year term)

Mayor Palmer called the Regular Meeting of the Trustees back into session. Roll call found the following present:

Trustees: Roy Palmer, Bruce Menk, Kathy Boyle, Bill Dotson, Mimi Kuchman and Jim Tarpey

PUBLIC COMMENT

There was no public comment.

REPORTS

- A. Mayor Palmer thanked outgoing Trustees Christy and Miles for their service; he also recognized the work of former Mayor Richard Champion. Mayor Palmer remarked on the challenges of COVID-19 and discussed the current status of the Town while under its declared disaster. The Mayor also noted the Town's strong fiscal condition but also indicated that revenue shortfalls would need to be addressed. Looking forward, the Mayor indicated he would be creating working groups to analyze and make recommendations to the Board on a number of complex issues including the Nevada Ditch, trails and open space, annexation potential and the need for additional revenue, recording the towns historical legacy, and conducting a risk/vulnerability assessment.
- B. Trustee Boyle updated the Trustees on the stage brick sales and on an initiative to print 3D masks to help respond to COVID-19.
- C. Mr. McCrumb reviewed his report as presented in the Trustees Packet.
- D. Chief Cottrell reviewed his report as presented in the Trustees Packet.
- E. Mrs. Kelly reviewed the Town's financials as presented in the Trustees Packet including a projected revenue shortfall as a result of COVID-19. The Trustees asked clarifying questions. Mayor Palmer asked the Trustees if they wanted to consider budget cuts. The Trustees directed staff to present proposed cuts at the next Trustee meeting to be considered by the Board.

APPOINTMENTS AND OATHS

Mayor Palmer recommended appointments as follows:

- A. Mayor Pro Tem, Bruce Menk (2-year term)
- B. Town Administrator, J.D. McCrumb (2-year term)
- C. Town Clerk, J.D. McCrumb (2-year term)
- D. Town Marshall, Bret Cottrell (2-year term)
- E. Town Attorney, Lee Schiller (2-year term)
- F. Town Treasurer, Bill Dotson (2-year term)
- G. Building Inspector, Jim Thelen (2-year term)
- H. Court Clerks, Dana Struthers, J.D. McCrumb, and Gabriella Watts (2-year term)

ACTION: upon a motion by Trustee Tarpey and a second by Trustee Kuchman, the Board of Trustees unanimously appointed all individuals as recommended.

Town Clerk J.D. McCrumb swore into office the above appointed individuals.

Mayor Palmer recommended designating the following commission posts:

- A. Public Safety Commissioner, Bruce Menk (2-year term)
- B. Planning Commissioner, Kathy Boyle (2-year term)
- C. Public Works Commissioner, Jim Tarpey (2-year term)
- D. Finance Commissioner, Bill Dotson (2-year term)
- E. Community Affairs Commissioner, Mimi Kuchman (2-year term)

ACTION: upon a motion by Trustee Dotson and a second by Trustee Tarpey, the Board of Trustees unanimously appointed the commissions as recommended.

OLD BUSINESS

- A. **Extend Emergency Declaration:** Mr. McCrumb presented the declaration that had been previously approved by the Board of Trustees in response to the COVID-19 pandemic.
ACTION: upon a motion by Trustee Menk and a second by Trustee Dotson, the Board of Trustees unanimously approved extending the Local Disaster Emergency Declaration for Columbine Valley dated March 24, 2020 until May 20, 2020 at which time it may reconsidered.
- B. **Extend Pandemic Mitigation Plan:** Mr. McCrumb presented the mitigation plan that had been previously approved by the Board of Trustees in response to the COVID-19 pandemic.

ACTION: upon a motion by Trustee Menk and a second by Trustee Dotson, the Board of Trustees unanimously approved extending the Pandemic Mitigation Plan – Tier 4 for Columbine Valley dated March 17, 2020 until May 20, 2020 at which time it may be reconsidered.

NEW BUSINESS

- A. Trustee Bill #1, 2020 – Wallace Annexation:** Mr. Schiller presented the ordinance on 1st reading. The Trustees asked clarifying questions.
ACTION: upon a motion by Trustee Boyle and a second by Trustee Tarpey, the Board of Trustees unanimously approved Trustee Bill #1, 2020 on 1st Reading.
- B. Trustee Bill #2, 2020 – Wallace Zoning:** Mr. Schiller presented the ordinance on 1st reading. The Trustees asked clarifying questions.
ACTION: upon a motion by Trustee Dotson and a second by Trustee Kuchman, the Board of Trustees unanimously approved Trustee Bill #2, 2020 on 1st Reading.
- C. Wallace Annexation Agreement:** Mr. Schiller presented the negotiated annexation agreement. The Trustees asked clarifying questions.
ACTION: upon a motion by Trustee Tarpey and a second by Trustee Kuchman, the Board of Trustees unanimously approved the Annexation Agreement as presented.
- D. Appointment to fill empty Trustee Seat:** As presented in the Trustees Packet, there were fewer candidates than open seats for the election scheduled to be held on April 7, 2020, resulting in the elections cancelation, the automatic appointments of Trustees Kuchman and Tarpey, and the vacancy of one Trustee seat for a two-year term. Mayor Palmer presented Ed Icenogle as a candidate for the vacancy. The Trustees offered no other candidates to fill the seat.
ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved the appointment of Mr. Ed Icenogle to fill the vacant Trustee seat for a two-year term.

ADJOURNMENT: There being no further business, the meeting was adjourned at approximately 7:46 p.m.

Submitted by,
J.D. McCrumb, Town Administrator

** All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*

*** All minutes should be considered to be in DRAFT form until approved by the Board of Trustees at the next regular meeting.*