

TOWN OF COLUMBINE VALLEY

BOARD OF TRUSTEES

Minutes

October 20, 2020

Mayor Palmer 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: Roy Palmer, Bruce Menk, Kathy Boyle (remote), Bill Dotson, Ed Icenogle (remote), Mimi Kuchman, and Jim Tarpey

Also present: Lee Schiller, J.D. McCrumb, Angela Kelly (remote), Brent Kaslon, Jim Thelen, Jeremy Hayden, and Bret Cottrell

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

ACTION: upon a motion by Trustee Menk and a second by Trustee Kuchman, the Board of Trustees unanimously approved the consent agenda as presented.

REPORTS

- A. Mayor Palmer commented on the passing of Town Planner, Phil Sieber on October 1, and expressed condolences on behalf of the Trustees and Town. Mayor Palmer discussed a ride-along he recently went on with Chief Cottrell and updated the Trustees on the status of the Town's COVID expenses reimbursements from the CARES Act funding.
- B. Trustee Dotson shared with the Trustees his favorable impressions of the Town Auditor candidate he and staff recently met with. Trustee Menk recognized two CVPD in attendance. Trustee Boyle discussed a recent meeting she had with a citizen interested in a town sponsored compost program. Trustee Kuchman shared with the Trustees that due to unforeseen personal circumstances she would be resigning her seat in early November. Trustee Menk proposed naming the conference room in Phil Sieber's honor, all the Trustees agreed and directed staff to make the arrangements.
- C. Mr. McCrumb reviewed his report as presented in the Trustees Packet.
- D. Chief Cottrell reviewed his report as presented including an update on entrance cameras the Town of Bow Mar is installing.
- E. Mrs. Kelly reviewed the Town's financials as presented in the Trustees Packet.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- A. **Resolution #8, 2020 - Financial Policies:** Mr. McCrumb presented three financial policies for the Trustees consideration; a fourth policy involving Town investments would be presented in the future. The Trustees directed staff to make a small change regarding the use of personal credit cards only under "exigent circumstances".

ACTION: upon a motion by Trustee Menk and a second by Trustee Tarpey, the Board of Trustees unanimously approved Resolution #8 as amended.

- B. **Trustee Bill #4, 2020 – Estate Sales:** Mr. McCrumb presented the ordinance defining the circumstances under which estate sales would be permitted in Town. The Trustees discussed the penalty clauses and directed the Town Attorney to change the language to reference the land use code.

ACTION: upon a motion by Trustee Boyle and a second by Trustee Icenogle, the Board of Trustees unanimously approved Trustee Bill #4 as amended on 1st reading. A Public Hearing was set for November 17, 2020.

- C. Trustee Bill #5, 2020 – Transportation Fees:** Mr. McCrumb presented the ordinance creating a fee assessed on building permits to help off-set associated wear and tear on the town roads. The Trustees discussed the ordinance.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved Trustee Bill #5 on 1st reading.

- D. Trustee Bill #6, 2020 – Land Use Codes:** Mr. Kaslon presented the Land Use Code updates as approved by the Planning and Zoning Commission. The Trustees asked clarifying questions and discussed the ordinance.

ACTION: upon a motion by Trustee Tarpey and a second by Trustee Kuchman, the Board of Trustees unanimously approved Trustee Bill #6 on 1st reading. A Public Hearing was set for November 17, 2020.

- E. Trustee Bill #7, 2020 – Electric Code:** Mr. Thelen presented the updated Electric Code without any substantive changes or amendments from the International Building Code. The Trustees asked clarifying questions and discussed the ordinance.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved Trustee Bill #7 on 1st reading. A Public Hearing was set for November 17, 2020.

- F. Presentation of 2021 Town Budget:** Mrs. Kelly presented and reviewed the draft budget for the year 2021. The Trustees asked clarifying questions and directed minor changes to the draft. A final draft will be presented at the November meeting and the budget will be adopted by resolution in December.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees set a Public Hearing for November 17, 2020.

ADJOURNMENT: There being no further business, the meeting was adjourned at approximately 9:20 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 in DRAFT form until approved by the Board of Trustees at the next regular meeting.*