

PITKIN TOWN MEETING  
at the Newcomb Community Center

April 12<sup>th</sup> 2020 at 7pm

MINUTES

1. **Call to Order and Pledge of Allegiance:** Mayor Eddy Balch called the meeting to order at 7:07pm. Trustees Ramon Reed, Jerra Garetson, and Tom Gibb were present. Trustee Lucinda Lull was present by phone. Attorney Chris Mochulsky was present. Minutes taken by Clerk Sara Gibb.

2. **Public comments\*:** Trustee Ramon Reed wanted to discuss the phone line outage. Beginning Wednesday or Thursday of last week, all land lines in Town have been down and they are not yet restored. He would like the Town to draft a letter to Centurylink with a copy to the Public Utilities Commission and the Gunnison County Commissioners. Mayor Balch asked Mr. Reed to draft a letter with the questions he has prepared and send the draft to the Clerk.

3. **Town Attorney Report\*\*:** No report

4. **For Council Action\*\*:**

4-1 Approve meeting minutes: March 1<sup>st</sup> work session and March 8th regular meeting

**Motion to approve the minutes of the March 1<sup>st</sup> work session as revised and March 8<sup>th</sup> regular meeting made by Trustee Tom Gibb. Seconded by Trustee Ramon Reed. Motion carried 5-0.**

4-2 Discuss and vote on appointing Gayla Gibb and Rodger Lull to the Zoning Board

**Motion to appoint Gayla Gibb and Rodger Lull to the Zoning Board made by Trustee Jerra Garetson. Motion amended by Trustee Jerra Garetson – Motion to appoint Rodger Lull to the Zoning Board made by Trustee Jerra Garetson. Motion seconded by Trustee Tom Gibb. Motion carried 4-1. Trustee Ramon Reed cast a nay vote.**

**Motion to appoint Gayla Gibb to the Zoning Board made by Trustee Jerra Garetson. Seconded by Trustee Ramon Reed. Motion carried 4-0. Trustee Tom Gibb abstained.**

4-3 Discuss and vote on Town of Pitkin letterhead design options

Trustee Tom Gibb wondered if the letterhead designs were used in the past. Trustee Jerra Garetson would like the dates for the Alpine Tunnel to be changed from 1880-1910 if letterhead option 2 or 3 is chosen. Trustee Lucinda Lull suggested making the lettering more bold and adding “circa” before the Alpine Tunnel photo.

The Board was polled and design #1 was chosen. The designer will receive a \$25 gift certificate to the Silver Plume.

Public Comments: Gayla Gibb, Suzy Metzler, Patrice Boyd, Pete Olson

4-4 Discuss and vote to adopt and publish Ord 2021-2 (OWTS). **This item includes a public hearing.**

**Public Hearing opened at 7:40pm**

Mayor Balch reviewed the history of the revisions for the current ordinance. The current draft has been approved by the State. Trustee Tom Gibb stated that this is a good document. He received and reviewed the letter from Mr. Cousino at the State as well as the final draft document. Mr. Reed asked if anyone had confirmed that the County is licensing pumpers and installers. Mayor Eddy Balch confirmed that the County licenses pumpers and installers. Mr. Reed asked how the Town plans to inspect installations and upgrades. Mayor Balch stated that per a conversation with Chuck Cousino, the Board has the option of hiring an outside engineer to inspect OWTS prior to backfilling. Trustee Garetson pointed out several mistypes and asked about the difference between running a pipe for a major and minor repair. Trustee Gibb and Mayor Balch confirmed that the definitions were accurate and consistent with the definitions used in other municipalities.

There was discussion in response to public comments. The Board decided to strike Section 4-3(c).

Public comments: Chris Nasso, Pete Olson, Gayla Gibb, Cory Nasso

**Public Hearing closed at 8:34pm**

**Motion to adopt Ordinance Series 2021-2 as amended made by Trustee Ramon Reed. Seconded by Trustee Jerra Garetson. Motion carried 5-0.**

**BREAK 8:49 – 8:58**

4-5 Discuss and vote on moving Town of Pitkin operating funds to an alternate bank

Trustee Ramon Reed asked about the possibility of moving the bulk of the checking funds into a savings account. Clerk Sara Gibb will bring information back to the Board at the May regular meeting

1-8 Discuss and vote on adopting Town of Pitkin liquor licensing procedure

Attorney Mochulsky suggests revisions to the draft policy. The Board will need to officially set up a Liquor Licensing Authority.

Quasi-judicial means that the Board members must not discuss the evidence or the hearing outside of the official hearing. All interested parties must be allowed to present at the hearing. Trustee Ramon Reed asked about a refund of the license and application fees if an application is denied. Attorney Mochulsky discussed the differences between the license and application fees. The State assess both an application fee and a license fee. Trustee Reed would like a legal perspective on the following: Required training for managers/employees and operation – what is the Town’s involvement? The Board was asked to send any additional questions to the Clerk, who will forward the questions to Attorney Mochulsky.

**Item Tabled**

Public Comments: Gayla Gibb

- 2-3 Discuss and vote on updates to Town of Pitkin fee schedule and Resolution 2021-5 Fee Schedule (THIS IS ONLY IF LIQUOR PROCEDURE IS ADOPTED)

**Item Tabled**

- 3-5 Review treasurer’s report. Vote to approve April 2021 disbursements

**Motion to approve April 2021 disbursements made by Trustee Jerra Garetson. Seconded by Trustee Ramon Reed. Motion carried 5-0.**

**Updates/Planning/Discussion\*\*:**

- Discuss updates on PVFD request for donation of land and building

Waiting on title work. Attorney Mochulsky stated that some of the firehouse is sitting on land owned by the Town of Pitkin. Some of the firehouse is sitting on 5<sup>th</sup> Street right-of-way.

- Set work sessions and discuss future agenda items

A work session to discuss the Zoning Code revision will be scheduled during the May regular meeting

**5. Reports\*\*:**

- Town Mayor – Eddy Balch – attended the Mayor/Manager meeting last month presented by the Crested Butte ski area. They were pleased with their numbers this season. The Pitkin Internet committee should contact one of the county commissioners (Mayor Balch will provide contact information). Trustee Reed suggested inviting County Commissioner Jonathan Houck to visit Pitkin for a meeting with the Board of Trustees.
  - Town Clerk – Sara Gibb
  - Building Inspector – Tom Gibb (interim)
  - Sanitarian – vacant
  - Fire Department – Rand Makowski
- Please see written report for the following:
- Zoning Board – Jesse James Garetson
  - Cemetery – Mark Rossmiller
  - Environmental Health – Cyndi Wick
  - Streets – Jesse James Garetson
  - Ditches – John Rowan
  - Town Hall – Garry Winget
  - Parks and Rec – Sara Lamar

**9. Adjourn: Motion to adjourn made by Trustee Jerra Garetson. Seconded by Trustee Tom Gibb  
Motion carried 5-0. Meeting adjourned at 9:45pm.**

The next regularly scheduled meeting will be held **Monday, May 10th** at 7:00PM. Council meetings are scheduled to adjourn at 9:00PM. At the council's discretion agenda item(s) not addressed by this time will be tabled until the next regular meeting. Approved minutes, ordinances, resolutions, agendas, and other Town of Pitkin public notices can be found at <https://townofpitkin.colorado.gov>

To add an item to the agenda, please submit it in writing to the Town Clerk at [thetownofpitkin@gmail.com](mailto:thetownofpitkin@gmail.com) no later than **Wednesday at 5pm** prior to the regularly scheduled meeting. Supporting documentation must also be submitted no later than 5pm on the Wednesday before the meeting.

*\*Public comment to the Board of Trustees is encouraged. Public comments on agenda items will be taken by the Mayor before final action on the item is taken. Comments may be limited at the mayor's discretion*

*\*\*Any item on the agenda may be subject to an executive session*

If special accommodation or alternative access is required, please contact the Town Clerk at [thetownofpitkin@gmail.com](mailto:thetownofpitkin@gmail.com) or (970)787-0031 at least 48 hours prior to the scheduled meeting