

PITKIN TOWN MEETING

Newcomb Community Center

July 10th 2023 at 7pm

MINUTES

1. **Call to Order and Pledge of Allegiance:** Mayor Eddy Balch called the meeting order at 7:04pm. Trustees Chris Nasso, Jerra Garetson, Lucinda Lull, and Tom Gibb were present. Attorney Chris Mochulsky was present. Minutes taken by Clerk Sara Gibb.

2. **Public comments*:** A comment from Dan Hoffelder was read aloud.

3. **Town Attorney Report**:** Following up on the grant for Town Hall – a question was posed as to whether bids must be solicited for the contractor. The Town can accept bids from only a “responsible” bidder. This may be someone who has experience with historical buildings, for example. The Town has discretion to deny bids that are not acceptable. Three weeks in the GCT should be ample notice for bids.
The Town must take the lowest bid unless the Town does not think the contractor is responsible or unless the Town believes the bids are too high. If the Town denies a bid based on an “irresponsible contractor,” future bids must meet the minimum level of qualification of the winning bidder. Clerk Sara Gibb to provide contact information to Attorney Mochulsky for a discussion regarding the grant being based on the bid already provided.
House Bill 22-1362 – summary – if you are a municipality with a building code, an energy code must also be adopted. Up until July 2026, the Town has the option of adopting the 2021 International Energy Code. After July 1, 2026, the Town must adopt more stringent standards. There is an exception for rural counties to not adopt more stringent standards, but not for rural towns.

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

7-1 Approve meeting minutes: June 12th regular meeting

Motion to approve the minutes of the July 12th regular meeting (with Board of Health meeting) with correction made by Trustee Jerra Garetson. Seconded by Trustee Lucinda Lull. Motion carried 5-0.

7-2 Discuss and vote on a proposal from Rachel New for cleaning Town Hall

Town Hall Commissioner Ramon Reed requested a proposal from Rachel New for cleaning Town Hall. He believes the proposal is straightforward. He sees it as a necessity to have such an agreement so the Town knows how to plan and budget. Mr. Reed’s goal is to make the building as useful as possible and along with that will come regular cleaning as necessary. He believes the building can be profitable and not just cost the Town money.

Mayor Balch requested a proposal of fees for Town Hall use. Mr. Reed stated that there is a Town Hall use form already and because this was already approved, he would like to use this form for the time being.

There was discussion regarding the use of Town Hall by the PHCA for the melodrama. Linda Cole from PHCA made a verbal request to use Town Hall. Mr. Reed requested that the use form be completed. The Town Hall needs to be cleaned before the melodrama. Melodrama participants and volunteers clean after practice and after the shows, but she would like to have someone clean the Town Hall rather than asking volunteers.

Trustees Lucinda Lull and Jerra Garetson stated that the Town Hall should be cleaned before the melodrama. Mayor Eddy Balch stated that because the Town has a proposal, the pre-season cleaning should be paid. The Town would like to know how many hours it takes for the pre-season cleaning.

Motion to approve the pre-season cleaning by Rachel New made by Trustee Chris Nasso. Seconded by Trustee Lucinda Lull. Motion carried 5-0.

7-3 Discuss and vote on Pitkin's 2022 Citizen of the Year

Clerk Sara Gibb read a nomination for Levi New as Citizen of the Year.

Levi received 5 "yes" votes for 2022 Citizen of the Year.

Mayor Balch thanked Levi for volunteering and being a huge part of the PVFD and EMS.

7-4 Discuss and vote on applying for a DOLA grant to obtain Starlink Internet and a power generator for the Town of Pitkin.

PHCA President Linda Cole stated that the PHCA is interested in cooperating with the Town in emergency preparedness. PHCA requests that the Town include a satellite phone in the grant application. Emergencies may include fire, power outage (no heat), communications down, plows unable to access Town, tree across 76, etc. Who declares an emergency? It was unanimously approved to move forward in working together with the Town toward emergency preparedness.

An MOU will be developed between PHCA and the Town.

Trustee Tom Gibb stated that there are quite a few pieces to this project. It will take thoughtfulness and organization. Trustee Lucinda Lull stated that the main step is to get started.

Clerk Sara Gibb to reach out to DOLA/Clerkslist for use agreements between governmental and non-governmental organizations

Attorney Chris Mochulsky will draft an MOU.

Tom Gibb and Chad Varnell will work together to make recommendations on a generator setup.

Motion to direct Clerk Sara Gibb to apply for a DOLA grant for emergency preparedness that includes but is not limited to a generator, satellite phone, and Starlink internet, made by Trustee Lucinda Lull. Seconded by Trustee Jerra Garetson. Motion carried 5-0.

Public comments: Suzy Metzler, Jesse Garetson, Pete Olson, Chad Varnell

7-5 Discuss and vote on ordering mobile speed limit signs and a flashing stop sign for the Town of Pitkin

Clerk Sara Gibb shared prices for flashing stop signs, which vary from \$800 to \$1500 depending on size (24" – 36"). Speed limit signs are \$6499 for two.

Street Commissioner Jesse Garetson stated that he has a flyer for \$300 off the price of two speed limit signs.

Trustee Lucinda Lull stated that she hopes additional speed limit signs work. Mayor Eddy Balch likes the signs because they not only display the speed but also a message. Information about the average speeds in Pitkin may also be available by using these signs.

Trustee Chris Nasso stated that painting a white line on the road ahead of the stop signs is inexpensive and effective.

Motion to purchase the twin pack of radar speed limit signs made by Trustee Jerra Garetson. Seconded by Trustee Chris Nasso. Motion carried 5-0.

Public comments: Chad Varnell, Linda Cole, Marie Rossmiller, Cindy Houtwed, Gayla Gibb, Pete Olson

7-6 Discuss and vote on signing a use agreement with PHCA for use of the Newcomb Community Center

See item 7-4 above. A special meeting will be held to sign the use agreement once it is drafted by Attorney Mochulsky.

7-7 Review treasurer's report

Discuss and vote on reallocating funds from 5160.4 Streets: Improve and Open to 5160.3 Streets: Ditches and from 5160.4 Streets: Improve and Open to 5160.1 Streets: Maintenance

Motion to reallocate \$9,980 from 5160.4 Streets: Improve and Open to 5160.1 Streets: Maintenance and \$135 from 5160.4 Streets: Improve and Open to 5160.3 Streets: Ditches made by Trustee Jerra Garetson. Seconded by Trustee Lucinda Lull. Motion carried 5-0.

Vote to approve July 2023 disbursements as amended made by Trustee Jerra Garetson. Seconded by Trustee Tom Gibb. Motion carried 5-0.

5. Special Additions to the Agenda**

- None

6. Updates/Planning/Discussion:**

7. Reports:**

- Town Mayor – Eddy Balch – Mayor/Manager meeting was held in Pitkin on July 6th. Representatives from DOLA, Region 10, County, City of Gunnison, GVH, and Western University were present. The discussion focused on communications in the Town. Commnet has stated that they will not update the town until a backhaul is available to Gunnison. The Town is working to express the dire need for broadband and cell service in the Town. In the short term, the Town is looking at microwave signal to Gunnison. In the long term, the Town is looking to get fiber from highway 50 to the Town. One of the biggest problems with this is that the fiber is owned by CenturyLink. The Town would ultimately like to have redundancy.
- Town Clerk – Sara Gibb – Land swap for issue has already been handled in a previous alley vacation (see Ordinance 7, Series 1981); Suggests a volunteer banquet beginning next summer. Volunteers to be in charge.
Please see written report for the following:
- Building Inspector – Tom Gibb

- Zoning Board – Ed Pianalto reporting – Jesse James was re-elected as chairperson and Ed Pianalto was elected as vice chairperson. The variance for the storage container at the Stumbling Moose was discussed. Other containers in Town were reviewed and as of today all but one have been permitted. Mr. Dan Hoffelder owns the non-permitted container. The Zoning Board would like to put some processes in place to assist the current and future building inspector. A simple spreadsheet to track building permits was suggested – this would track when the permit is submitted for approval, paid, approved, and when inspections are completed. All open permits and permits from the last 2 years will be included in the spreadsheet. Attorney Mochulsky confirmed that a spreadsheet to keep track of information would be considered administrative and would not constitute a meeting. The Board of Trustees does not want to be included in updates to the spreadsheet.
- Cemetery – Mark Rossmiller
- Environmental Health – Gayla Gibb
- Streets – Jesse James Garetson – Mr. Garetson read his report aloud
- Ditches – Vacant
- Town Hall – Ramon Reed
- Parks and Rec – Vacant

8. Adjourn: Motion to adjourn made by Trustee Chris NAsso. Seconded by Trustee Tom Gibb. Motion carried 5-0. Meeting adjourned at 8:57pm.

The next regularly scheduled meeting will be held **Monday, August 14th** 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>

Reports

Commissioner and Community

- Building Inspector –Tom Gibb – Multiple building permits previously issued are in progress which are easily seen as you tour Pitkin. Several storage building permits have been approved and some others are pending.
- Zoning Board – Ed Pinalto provided a verbal report –
- Environmental Health – Gayla Gibb – Because we were out of town so long this month, I didn't get the visit to Gunnison County to interview regarding the successes and challenges of TOT Inspections. Over the next month, I'll endeavor to do that.
Helped 222 Armstrong through some hurdles and all seems to be working out well so far. Inspected (with a licensed inspector) a metal tank to verify that it is still solid. The lid had been rusty, but it has a new lid now and all is well.
- Streets – Jesse James Garetson – Armstrong Street is now open to through traffic from 2nd to 3rd Streets. Thank you to Chad Varnell and Jake Schellenberg. Some smoothing of road base will occur in 2024. Chad used his bobcat to drill 12 holes for signage in town. Street marker signs were affixed on Friday 6/30. Michael Ebert helped reinstall the “Welcome to Pitkin” sign at the top of town that Wood Product Signs reconditioned for the Town at no cost.
- Ditches – Vacant, Jesse James Garetson reporting – Thank you to Chad Varnell and Jake Schellenberg for their assistance with ditches. Ed Herman, Ashur Schellenberg and I mowed and weeded ditches before the Fireman’s Parade and Fundraiser.
- Cemetery – Mark Rossmiller – First meeting of the board was held on June 19. Officers will be the same as last year, so Jerra as President, Marie as Secretary and Mark as Commissioner. 21 spaces have been sold since last meeting of last season, and 10 Memorial plaques have been sold. 58 plaques have been sold in total and all will be on display soon. A workday or clean-up session has been set for July 17. Volunteer help is encouraged and welcome. Notices about this will be posted soon both on-line and at bulletin boards around town. The possibility of adding more members to the board was discussed. Currently there are 8 on the board. It was decided that, although the bylaws would permit more members, things are functioning well and additional members are not needed at this time. Other matters discussed included the layout of additional spaces on the lower side of the property and left of the lower gate, and development of an information flier for distribution to anyone interested in visiting or purchasing lots. Newest Board member Rachel New has agreed to work with Lois Sharpton to learn the record keeping procedures. Another meeting has been scheduled for August 17.
- Town Hall – Ramon Reed – I met online with representatives from the State Historical Fund for a “Grant Kick-off” meeting on the work to be done for repairs to the Town Hall. Sara also attended since she will be handling all of the funding between the Town and the State and the

contractors. Many questions were answered on how this project will proceed. I have since talked with the primary contractor and it looks promising that the work may be completed this fall, depending on the health and availability of the stone mason. We have until August 2024 to meet the Grant requirements.

I have also been looking at the overall status of the building and report that the interior is in very good shape, so I will continue working on options for bringing the facility up to conditions for full usability, namely Restrooms and Handicap Access.

- Parks and Rec – Vacant – No report