

TOWN OF OTIS BOARD OF TRUSTEES MEETING
October 11, 2016

Present: Mayor: Damon Gale
Trustees: Jim Wiebers; Lana Rogers; Sue Stackhouse;
Jesse Stackhouse & Linda Bethel

Others Present: Babette Jamison – Town Clerk/Treasurer; Preston Lemke –
Maintenance & Sheriff Jon Stivers – WCSO

Mayor Gale called the meeting to order at 5:59 pm.

AGENDA _____

None

GUESTS _____

Janet Goetting – Thanked the Board for clearing out the drainage ditch
Alvin Wilkerson – Interested in having a Christmas Bazaar on Sunday, December 4th at the Ambulance
Building
Lindy Pennington – Wanted to make sure the Town had fixed the water leak in her meter pit

PUBLIC HEARING _____

None

WCSO _____

Please refer to WCSO report.

Sheriff Stivers reported the Deputies need to make more of an effort spending time on traffic contacts. WCSO will be the one to make the decision on properties and whether or not tickets will be issued. He is still not happy with the report that is generated giving the breakdown of incidents. For the month of September, Otis resulted in 15.2% of all county incidents.

MINUTES / BILLS / PAYROLL _____

Prior to a motion being made, Town Clerk Jamison updated the Board on bills she received from Cortney Wagner for \$455, National Meter & Automation for \$27,638.50 and John Ybarra for \$10 that was not included in the Accounts Payable report that was included in their Board packets. Trustee Rogers then made a motion to approve the Oct '16 bills, with additions. Trustee Bethel seconded. Voting resulted:

YES:	5
NO:	0

Mayor Gale declared motion carried.

Trustee J Stackhouse made a motion to approve as presented the minutes of the Sep 13th, Sep 15th and Sep 26th meetings. Trustee Wiebers seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

Trustee Rogers made a motion to approve Sep '16 Payroll. Trustee J Stackhouse seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

PARKS & MAINTENANCE

Please refer to Preston's report.

Preston is still working on meter installations. He confirmed that he had fixed the water leak in Lindy Pennington's meter pit. Preston reported he has issued 3 tickets to 1 person in regards to their dog running at large. He will also be winterizing Roadside Park and the Ballfield towards the end of the month.

FIRE DEPT

Fire Chief McCall reported the department is currently winterizing the trucks. The Haunted House is under construction and is in need of volunteers. Admission will be canned goods and/or \$1 to be donated to the food bank. The next project will be the Santa run. They have received money from the Dean Ison Memorial to possibly buy new Santa suits.

UNFINISHED BUSINESS

Washington Street – Tabled until Nov meeting

Postage Meter – Tabled until Nov meeting

CML District 1 – Trustee Rogers reported the CML District 1 meeting was attended by herself, G Robertson, Trustee Bethel, J Bethel, Town Clerk Jamison and J Smith. Information regarding the cigarette tax for small towns and why it is no longer received. Grant writing assistance from the USDA is available if needed.

NEW BUSINESS

Open Board Seat – Trustee Rogers made a motion to run an ad for the Open Board Seat for the next two weeks and schedule a work session for Nov 2nd @ 4:30 pm to go over letters of intent received. Trustee Wiebers seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

Bank Signature Cards – Trustee Wiebers made a motion to change the Town of Otis Baseball account at the bank to require 2 signatures on checks and any current Board member that is on file at the bank can be the second signature. Trustee Rogers seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

MMJ Survey – An informal survey will be mailed out with the November utility bills. Drop off box will be located at Town Hall. 3-4 citizen volunteers will be asked to count the results of the survey. Larscheid/Taylor's will be holding a town wide forum on Thursday, Oct 20th, beginning at 6:00 pm at the old school library.

City Park Porta Toilet – Wall to Wall will service the porta toilet at City Park one more time and then Preston will remove and store until next year.

Budget – Board of Trustees will have Budget work sessions on Wednesday, Oct 26th, immediately following the special meeting regarding Maintenance Probation Review and Wednesday, Nov 2nd beginning at 4:30.

E Partch Building Permit – Trustee Wiebers made a motion to approve the building permit for Earl Partch. Trustee J Stackhouse seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

Christmas Bazaar – Trustee S Stackhouse made a motion allowing the use of the Ambulance Building and waiving the \$25 fee to Alvin Wilkerson for the Christmas Bazaar to be held Sunday, Dec 4th. Trustee Bethel seconded. Voting resulted:

YES: 5
NO: 0

Mayor Gale declared motion carried.

MAYOR REPORT _____

None

TOWN CLERK _____

Resolution #5, Series 2016 – “A Resolution of the Board of Trustees of the Town of Otis, Colorado, Establishing Committees for Responsible for Oversight and Management of Town Employees” will be tabled until Nov meeting

EXECUTIVE SESSION _____

None

MISCELLANEOUS

Town Clerk Jamison gave thanks to the Christmas Tree Walk ladies for the donation towards the Community Bulletin Board.

ADJOURNMENT

There being no further business to come before the Board, Trustee J Stackhouse made a motion to adjourn the meeting. Trustee S Stackhouse seconded. The vote of the Board was unanimously in favor. Mayor Gale declared the motion carried and the meeting adjourned at 6:42 p.m.

Babette Jamison
Town Clerk

Damon M Gale
Mayor