

TOWN OF OTIS BOARD OF TRUSTEES MEETING
September 13, 2016

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

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

Mayor Gale called the meeting to order at 6:02 pm.

AGENDA _____

Remove #8 – Jerry Patterson

GUESTS _____

Delores Keim – addressed the Board with her concerns regarding sandburs

PUBLIC HEARING _____

None

WCSO _____

Please refer to WCSO report.

Sheriff Stivers explained the monthly report that is sent over by the WCSO for the Board meetings. Sheriff Stivers also reported there weren't any traffic tickets written in Otis during the month of August. When asked about the abatement letters, Sheriff Stivers asked Town Clerk Jamison, since she is the one who is working with Deputy Dannar in regards to the abatement letters, if citations need to be issued. Town Clerk Jamison reported the deadline is getting close on the first letters that were delivered.

SHAW DISPOSAL _____

Discussion was held regarding the trash contract between the Town and Shaw Disposal. Trustee S Stackhouse made a motion to renew the trash contract with Shaw Disposal for another two years with an increase in rates of \$1 on toters, \$5 on dumpsters and \$1 for an extra can. Trustee Bethel seconded. Voting resulted:

YES:	6
NO:	0

Mayor Gale declared motion carried.

LARSCHEIDT / TAYLORS

An informational work session was held prior to the Board meeting with Justin Larscheidt, Skylar Taylor and Ian Taylor and their proposal to put in a full service medical marijuana dispensary in Otis. A forum will be scheduled to educate and answer questions from the citizens. Town of Sedgwick will be contacted and invited to attend also.

MATTHEW RICHARDSON

Town Attorney Richardson addressed the Board with the requirements of an open meeting. When public business and any policy making is discussed between three or more Board members it must be an open meeting and posted in a full and timely manner. In the case of a chance meeting Board members are encouraged to not discuss public business. Town Attorney Richardson will write a Resolution pertaining to Personnel Supervisory.

MINUTES / BILLS / PAYROLL

Trustee Rogers made a motion to have a Special Meeting on Thursday, September 15th, beginning at 4:30 pm at Town Hall to listen to the minutes of the August 10th meeting for better recollection of the events that transpired. Trustee Smith seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

Trustee Smith made a motion to approve the minutes of the Aug 25th meeting. Trustee Rogers seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

Prior to a motion being made, Town Clerk Jamison updated the Board on bills she received from RVS for \$688, Otis Telegraph for \$35 and Northeast Fire Safety for \$171 that was not included in the Accounts Payable report that was included in their Board packets. Trustee J Stackhouse then made a motion to approve the Sept bills, with additions, and Aug payroll. Trustee Rogers seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

PARKS & MAINTENANCE

Please refer to Preston's report.

Preston continues to make progress with the installation of the new meters. Preston also shared with the Board information he found pertaining to audio panels for the Ambulance Building. The approximate cost would be \$40 per panel and Preston is looking at 5 panels to begin with. After some discussion, Trustee Wiebers made a motion to table the audio panels until the November meeting. Trustee Smith seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

Following discussion regarding maintenance projects, Trustee Rogers made a motion to do a review of Preston's 30 day probationary period, which is scheduled for Monday, Sept 26th, beginning at 4:30 pm at Town Hall. Trustee S Stackhouse seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

FIRE DEPT

Fire Chief McCall requested the Board consider allowing the OVFD to trade in the Town's pumper truck, along with their rescue truck, and purchase a rescue pumper truck. To date the OVFD membership stands at 20. They are currently in the process of constructing their Haunted House. Fire Chief McCall then introduced himself as the new Emergency Management Director.

UNFINISHED BUSINESS

CML Conference – Town Clerk Jamison will check with the Town's Auditor for the guidelines pertaining to Per Diems.

Ballfield Property / Stickers – Mayor Gale will check with Superintendent Anderson and report back to the Board at the November meeting.

Resolution #4 – A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF OTIS, COLORADO, HIRING ROBERT CHAPIN TO SERVE AS SPECIAL COUNSEL – Trustee Rogers made a motion to adopt Resolution #4, Series 2016. Trustee Bethel seconded. Voting resulted:

YES: 6
NO: 0

Mayor Gale declared motion carried.

NEW BUSINESS

Town of Sedgwick – Town Clerk Jamison will call and arrange to have the Town of Sedgwick attend the forum on a Medical Marijuana Dispensary.

Political Meeting (9-25-16) – Trustee Bethel gave information to the Board regarding the political event to be held at the Washington County Event Center in Akron on Sunday, Sept 25th at 1:00 pm outlining the pros and cons of the amendments.

Charge Accounts – The Town will begin purchasing items in Akron as well

J Ybarra Building Permit – Tabled until Thursday, Sept 15th, beginning at 4:30 pm at Town Hall.

L Pennington Building Permit – Trustee S Stackhouse made a motion to approve L Pennington's Building

Permit. Trustee Rogers seconded. Voting resulted:

YES:	6
NO:	0

Mayor Gale declared motion carried.

Board Committees – After a lengthy discussion, it was determined all committees will have only two Board members

Washington Street – Tabled until the October meeting

Dade Property/Washington Property – Tabled until the Special Meeting scheduled for Thursday, Sept 15th, 4:30 pm at Town Hall.

CML District 1 Fall Meeting – Town Clerk Jamison will be registering members for the CML District 1 Fall Meeting that will be held on Wednesday, Oct 5th, and asked for a head count. Those attending will be Trustee Bethel +1, Trustee Rogers +1 and Town Clerk Jamison +1.

MAYOR REPORT _____

None

TOWN CLERK _____

Town Clerk Jamison requested approval from the Board to join CMCA and CAMCA with dues of \$155 and \$20, respectively, for the year. She also requested permission to attend the class “Elections Basics” on Friday, Sept 30th, in Sterling at a cost of \$25. Trustee Smith made a motion to pay CMCA dues of \$155, CAMCA dues of \$20 and the “Elections Basic” fee of \$25. Trustee Bethel seconded. Voting resulted:

YES:	6
NO:	0

Mayor Gale declared motion carried.

Town Clerk Jamison reported that November Court has been changed to Monday, Nov 7th, at 3:30 pm.

The Finance Committee has a work session scheduled for Wednesday, Sept 14th, at 4:30 pm which has been posted.

After some discussion on a postage meter, it is tabled until the October Board meeting.

EXECUTIVE SESSION _____

None

MISCELLANEOUS

Trustee Wiebers had Concrete Specialties shoot the grade on the drainage ditch. Trustee Wiebers informed the Board by using the grader and/or tractor there would only have to be a 3" drop put in the ditch in order to allow the water to run through.

ADJOURNMENT

There being no further business to come before the Board, Trustee J Stackhouse made a motion to adjourn the meeting. Trustee Smith seconded. The vote of the Board was unanimously in favor. Mayor Gale declared the motion carried and the meeting adjourned at 8:01 p.m.

Babette Jamison
Town Clerk

Damon M Gale
Mayor

