

RECORD OF PROCEEDINGS

TOWN OF KREMMLING BOARD MEETING May 20, 2020

The Board of Trustees, for the Town of Kremmling, met in the boardroom located at 200 Eagle Avenue. The meeting was closed to the public due to the COVID-19 and was broadcasted via Zoom. Mayor Grover Pryor called the meeting to order at 6:00 p.m. Trustees present: Jim Miller, Holly Martinson, Jason Wikberg, Leo Pesch, Dave Sammons and Erik Woog. Staff present: Town Manager Dan Stoltman, Public Works Director Jason Bock (zoom), and Town Clerk Joanna Eaton.

SAMMONS MOVED TO APPROVE THE REGULAR TOWN BOARD MEETING MINUTES OF APRIL 22, 2020. MARTINSON SECONDED. ALL "AYE" VOTES.

WOOG MOVED TO APPROVE EXPENDITURES DATED APRIL 23 THROUGH MAY 20, 2020 FOR A TOTAL OF \$178,652.18. PESCH SECONDED. ALL "AYE" VOTES.

SAMMONS MOVED TO APPROVE THE AGENDA AS PRESENTED. WIKBERG SECONDED. ALL "AYE" VOTES.

There were no public comments.

Public Works Report – Public Works director Jason Bock reported via Zoom to give the board an update.

- The Public Works Department is beginning to mow and get equipment ready for the summer months.
- Lots of water and the reservoir is about to spill over.
- Summer construction has begun and will be seen through much of Kremmling. The sidewalk ramps construction will also begin soon.

Discussion and Action on Additional Asphalt Patching – Manager Stoltman began by saying that at the last meeting \$20,000 was approved for asphalt patching. Public Works Director Jason Bock said his number one priority was to fix 11th and Kinsey as this spot is in really rough shape. Jason also mentioned his second spot that he would like to see paved is down on Railroad between 3rd and 4th St and little bit between 4th and 5th St, this street would not be a full pavement job and to be considered a skin patch job. Jason's third suggestion he would like to see paved is 7th and Central located near the Kum n Go. The Board all agreed that these streets should have priority first and are in need of paving.

WOOG MOTIONED TO APPROVE THE ASPHALT PATCHING WITH THE PROJECTS AS PRESENTED LOCATED AT 11TH AND KINSEY, 7TH AND CENTRAL, AND RAILROAD NOT TO EXCEED \$20,000. PESCH SECONDED. ALL "AYE" VOTES.

Discussion and Action on Ordinance 700 Adjusting Language in section 12.13.070 (D) License Agreement for Use of Town Property of the Kremmling Municipal Code –

Insurance requirements – Manager Stoltman began by saying a resident has asked to put up a decorative fence in front of their house, however the fence would be put partially on the Town's property. In order to do this a one-million-dollar liability is required. Mr. Underbrink is asking to request his liability be approved for \$300,000 instead. Manager Stoltman does not see any issues with allowing the Town to decide the amount of general liability that should be required at a given property. He believes it should not be a set amount. Trustee Sammons would like the approval of the Use of Town Property Agreements to come from the Board. Trustee Woog would like it to be approved by the Town Manager, therefore the applicant can get the agreement back in a timely manner rather than going through the Planning and Zoning Commission or the Town Board which can add a lot of time to the process. Trustee Woog wants to encourage property owners to clean up and make their homes look nicer, whether or not on town property. There were no further discussion made and the Board all agreed to allow the Town Manager or Town staff to be able to approve these applications.

TRUSTEE WOOG MOTIONED TO APPROVE ORDINANCE 700 ADJUSTING THE LANGUAGE IN SECTION 12.13.070 (D) TO ALLOW APPROVE OR DENIAL BY THE TOWN MANAGER AND THE DENY PROCESS APPEAL TO GO TO THE TOWN BOARD AS WELL AS INSURANCE TO BE DECIDED BY THE TOWN MANAGER. SAMMONS SECONDED. ALL "AYE" VOTES.

Discussion and Action on Approval of Use of Town Property License Agreement – Noble Underbrink Petitioner- Manager Stoltman began to explain the process that him and Noble Underbrink have been working on. The water and sewer department have both confirmed that neither of which will be affected if a decorative fence were to be added. Mountain Parks Election had no issue with it as well. Manager Stoltman mentioned there are no issues with allowing Mr. Underbrink to meet the \$300,000 general liability. He is asking for the Board to approve this Use of Town Property License Agreement.

SAMMONS APPROVED THE USE OF TOWN PROPERTY LICENSE AGREEMENT FOR NOBLE UNDERBRINK TO CONTRUCT A DECORTIVE FENCE AT 115 S 6TH ST WITH A \$300,000 INSURANCE LIABILITY. PESCH SECONDED. ALL "AYE" VOTES.

Discussion and Action on Ordinance 700 Adjusting Language in section 12.13.070 (D) License Agreement for Use of Town Property of the Kremmling Municipal Code – Insurance requirements -

TRUSTEE WOOG MOTIONED TO APPROVE ORDINANCE 700 ADJUSTING THE LANGUAGE IN SECTION 12.13.070 (D) TO ALLOW APPROVAL OR DENIAL BY THE TOWN MANAGER AND THE DENY PROCESS APPEAL TO GO TO THE TOWN BOARD AS WELL AS INSURANCE TO BE DECIDED BY THE TOWN MANAGER. SAMMONS SECONDED. ALL "AYE" VOTES.

Discussion and Action on Resolution 2020-06 – Providing Temporary Relief for Businesses from Certain Town Requirements – Manager Stoltman said the purpose of this resolution would be to temporarily provide restaurants, bars, and/or taverns in town a much quicker way to make changes to their approved license premise to serve alcohol in creative ways such as expanding their liquor license to sidewalks and parking lots due to the COVID-19 social distance requirements. Normally these requests and approvals must go before the Board. In an effort to save the business time, Manager Stoltman would like these temporary modification's to be approved by staff instead of the Board. Once staff approve or deny the application it then will go straight to the state. This is temporary until October 15, 2020 or unless the State extends the order. After that date this will go back to the Board's approval. The Board did not see any issues with allowing these approvals to go through the Town Manager and staff.

WOOG MOTIONED TO APPROVE RESOLUTION 2020-06, PROVIDING TEMPORARY RELIEF FOR BUSINESSES FROM CERTAIN TOWN REQUIREMENTS AS PRESENTED. SAMMONS SECONDED. ALL "AYE" VOTES.

Discussion and action on the Police Chief job description and ad – Manager Stoltman brought to the Board some changes he would like to see made to the Chief job description and job ad. The previous job ad had a salary range of \$75,000-\$80,000 however this was changed to cover the range from \$70,000 - \$80,000 to allow for more options. Manager Stoltman went over his other changes he wanted made. Those changes were: having an associate degree in related field, 10 years of sworn law enforcement, minimum of 3 years of supervisory experience at Sergeant or above, and experience as a police chief or assistant police chief preferred. Trustee Martinson believed this was a good start and something that could be expanded over time. Trustee Miller asked if the minimum educated can be changed to associate degree preferred, this way anyone with military experience will not be ruled out. Manager Stoltman and the Board agreed that it should be changed to associate degree preferred with bachelor's degree desirable. Manager Stoltman also brought to the Board a potential change of the Chief position being a "town officer" subject to appointment and reappointment by the Board after each election as it currently is. Manager Stoltman would like to see that position removed from the code and have the position be hired under a contract similar to the Town Manager position. This would then allow for the Town Manager to have personnel authority over this position rather than the Town Board. No motion was made on this topic and would be brought back at a further date. The

Board did agree on the changes that were made to the previous chief job description and ad.

SAMMONS MOTIONED TO APPROVE THE POLICE CHIEF JOB DESCRIPTION AND AD WITH THE DISCUSSED CHANGES OF ASSOCIATE'S DEGREE PREFERRED AND BACHELOR DEGREE DESIRED. WOOG SECONDED. ALL "AYE" VOTES.

SAMMONS MOTIONED TO ENTER INTO THE EXECUTIVE SESSION - AN EXECUTIVE SESSION PURSUANT TO C.R.S. 24-6-402(4)(E) AND 24-6-402(4)(G) FOR DETERMINING POSITIONS AND DEVELOPING STRATEGY RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATION, AND FOR CONSIDERATION OF DOCUMENTS PROTECTED BY THE MANDATORY NONDISCLOSURE PROVISIONS OF THE COLORADO OPEN RECORDS ACT, IN RELATION TO DISCUSSION OF THE INTERIM POLICE CHIEF POSITION. WOOG SECONDED. A ROLL CALL VOTE WAS TAKEN.

MILLER AYE
MARTINSON AYE
WIKBERG AYE
PESCH AYE
SAMMONS AYE
WOOG AYE

Mayor Pryor stated that the time is now 7:45 p.m. The participants in executive session were: Grover Pryor, Dan Stoltman, Jim Miller, Holly Martinson, Jason Wikberg, Leo Pesch, Dave Sammons, Erik Woog, and Joanna Eaton. If any person who participated in the Executive Session believes that any substantial discussion of any matters not included in the motion to go into Executive Session occurred during the Executive Session, or that any improper action occurred during the Executive Session in violation of the Open Meetings Law, please state your concerns for the record. There being none, is there any further discussion?

No motion was made.

The Board of Trustees adjourned at 7:26 pm and reconvened as the Liquor Authority for the Town of Kremmling.

WOOG MOVED TO APPROVE THE KREMMLING MERCANTILE LIQUOR LICENSE RENEWAL. WIKBERG SECONDED. ALL "AYE" VOTES.

Middle Park Fair & Rodeo Request for Special Event Liquor License for 6/12 & 6/13/2020-

Dakota Docheff was present via Zoom on behalf of the Middle Park Fair and Rodeo. Trustee Woog asked if this event would comply with the state's current COVID-19 order. Dakota said they are waiting to hear from the County for direction. If they have too, they can cancel the event if the restrictions have not been lifted by the time of their event. But they are planning on having social distancing and COVID-19 requirements in place.

SAMMONS MOVED TO APPROVE THE SPECIAL EVENT LIQUOR LICENSE APPLICATION FOR THE MIDDLE PARK FAIR AND RODEO FOR THE DATES OF 6/12 AND 6/13/2020. PESCH SECONDED. ALL "AYE" VOTES.

The Liquor Authority adjourned at 7:29 pm and reconvened as the Town of Kremmling Board of Trustees.

SAMMONS MOVED TO ADJOURN AT 7:30 PM. WOOG SECONDED. All "Aye" votes.



Joanna Eaton, Town Clerk



Grover Pryor, Mayor