

**BOARD OF TRUSTEES REGULAR MEETING  
CITY OF CREEDE, COLORADO – A TOWN  
November 1, 2011**

REGULAR MEETING

The Board of Trustees of the City of Creede – a Town, County of Mineral, State of Colorado, met in regular session in the Creede Town Hall at the hour of 5:30 p.m. There being present at the call of the roll the following persons:

TRUSTEES PRESENT: Elizabeth Zurn, Evelyn Gant (by phone), Debbie Wylesky (arrived at 5:33pm), Ed Skroch, Debby Roughton-Miles, Denis Powell, Eric Grossman

Mayor Roughton-Miles, presiding, declared a quorum present:  
Those members of staff also present were as follows:

Randi DePriest, Clerk/Treasurer  
Clyde Dooley, Town Manager

REVIEW AGENDA

Mayor Roughton-Miles requested that the Lower Willow Creek Restoration Company fund request be added as item d.) to Monthly Disbursements and that a verbal Chamber of Commerce report be added to item f.) to Reports and Presentations. Trustee Powell moved and Trustee Skroch seconded to approve the agenda as amended. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

APPROVAL OF JULY 5, 19, 26, SEPTEMBER 6, AND OCTOBER 4, 18, 2011 MINUTES

Mayor Roughton-Miles requested that the word “went” be changed to “go” and that “trustee” be capitalized the July 5<sup>th</sup> minutes. Trustee Zurn moved and Trustee Grossman seconded to approve the July 5, 2011 minutes as corrected. The vote was unanimous. Mayor Roughton-Miles declared the motion carried. Trustee Zurn identified a name inaccuracy in the last paragraph of page 1 of the July 19<sup>th</sup> minutes. Trustee Skroch moved and Trustee Wylesky seconded to approve the July 19, 2011 minutes as corrected. The vote was unanimous. Mayor Roughton-Miles declared the motion carried. Trustee Zurn moved and Trustee Powell seconded to approve the July 26, 2011 minutes. The vote was unanimous. Mayor Roughton-Miles declared the motion carried. October 4, 2011 minutes were not in the packets and the October 18, 2011 minutes were marked with the wrong date. Both were tabled for approval at the December 6<sup>th</sup>, 2011 meeting.

MONTHLY DISBURSEMENTS

REVIEW/CONSENT OF PREVIOUSLY PAID DISBURSEMENTS ON THE OCTOBER 2011 CHECK  
DETAIL REPORT

Questions were asked and answered about CRT advertisement costs, Mineral County office supplies, and Mineral County Health flu shot charges. Trustee Zurn moved and Trustee Wylesky seconded to approve the previously paid disbursements on the October 2011 check detail report. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

APPROVAL/DISAPPROVAL OF PROFESSIONAL SERVICES INVOICES (AND OTHERS AS  
NECESSARY) FOR CHECKS TO BE WRITTEN AND SIGNED

Questions were asked and answered about McLaughlin Engineering charges for separate projects and the San Luis Valley Council of Governments dues. Trustee Zurn moved and Trustee Wylesky seconded to approve the payments on the unpaid bills detail as of November 1, 2011. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

APPROVAL/DISAPPROVAL OF GARDENER EXCAVATING, INC. PAY ESTIMATE 2, PHASE II, CONTRACT 4 FOR PAYMENT

Questions were asked about the six additional water services, mapping, and progress of the water project. Public Works Director Ben Davis explained. Trustee Powell moved and Trustee Gant seconded to approve the payment of Gardener Excavating, Inc. Pay Estimate #2, Phase II, Contract 4. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

APPROVAL/DISAPPROVAL OF LOWER WILLOW CREEK RESTORATION COMPANY REQUEST FOR FUNDS TO OPEN BANK ACCOUNT FROM CITY OF CREEDE

Trustee Grossman explained that the LWCRC needed \$100 to open a checking account, \$50 of which would be returned to the City. Trustee Powell moved and Trustee Gant seconded to approve a check for \$100 to open the Lower Willow Creek Restoration checking account with the City paying for \$50 and billing the remaining \$50 back to the Company. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

PUBLIC WORKS REPORT

Public Works Director, Ben Davis, updated the Board on the progress being made on the water project. He described leaks that have been found and repaired as well as other factors that have contributed to a large savings of power for the City. He also mentioned a meeting with representatives of the Elks Lodge to find a better solution for taking care of the flowers in the park. Mayor Roughton-Miles asked him about a service line repair to Kip's Grill and Davis explained. He then explained that the contractors were still working on a problem and excused himself to assist them.

CODE ENFORCEMENT/TEMPORARY BUILDING INSPECTOR REPORT

Trustee Zurn asked that a discussion about our ordinances; specifically, the one regarding vehicles on property, be discussed at the November 15, 2011 Work Session. Incidents with dogs, dog registration, education and outreach were discussed, and those items were put on the work session as well.

MAYOR ROUGHTON-MILES' REPORT/UPDATE

Mayor Roughton-Miles provided information and financing options that she had researched.

LOWER WILLOW CREEK RESTORATION COMPANY

Trustee Grossman reported that LWCRC was moving forward with a checking account, a land title transfer, and grant eligibility and said that they were really making progress. They are working on a volunteer clean-up program and Town Manager Dooley is to send a letter requesting that the fiscal agent be changed from the City of Creede to the nonprofit.

CHAMBER OF COMMERCE REPORT

Chamber Director Della Brown was available to comment on her report. Brown announced the Chocolate Festival and encouraged the City and any other interested parties to participate.

WRITTEN REPORTS

Written reports include reports from Recreation and the WCRC. The reports were received and filed.

OLD BUSINESS

APPROVAL/DISAPPROVAL OF RGSU UTILITY SERVICES AGREEMENT

Town Manager Dooley explained that RGSU is still working on the agreement.

APPROVAL/DISAPPROVAL OF SNOW REMOVAL LETTER

The Board made several suggestions and directed Town Manager Dooley to make the changes and send the letter out to all town residents.

UPDATE/DISCUSSION OF PLANNING AND ZONING DOCUMENT

Town Manager Dooley described Town Attorney Heil's idea to have the Planning & Zoning Commission serve as the Board of Adjustments. He suggested that Planning & Zoning was removed from the Board of Trustees and they get together often enough to understand the material they are deciding on. A need for this type of Board was discussed. Dooley was directed to ask Heil to prepare the document for approval.

NEW BUSINESS

DISCUSSION WITH ROLAND ZIMMERMAN OF POTENTIAL TIE-IN TO CITY WATER SYSTEM

Roland Zimmerman told the Board about his purchase of 20 acres across from his existing RV Park in Creede Haven to expand. He described ideas he had for the space and what his estimated needs were. Since Deep Creek Water & Sanitation already has a city sewer system in place, he was hoping that his new park could simply tie into it. The sewer capacity was discussed. Town Manager Dooley explained that our sewer currently had a very large capacity and that there were conditions in the Deep Creek Water & Sanitation's agreement should it ever get close to that capacity. Mr. Zimmerman was told to work with Town Attorney Heil and Town Manager Dooley to move his project forward.

DISCUSSION OF ADOPTING RESOLUTION TO ELECT LOCAL LICENSE AUTHORITY APPROVAL OF SPECIAL EVENTS

Town Clerk DePriest explained House Bill 11-066 and how it gives the Town Board authority to approve Special Events without state approval. This would save local non-profits \$25 in fees and would speed up the process considerably. A Creede Elks Lodge member voiced his support for adopting this resolution. Questions were asked and answered, and DePriest was asked to draft a resolution with Town Attorney Heil's input.

MANAGER'S REPORT

The items discussed and the actions taken in the Town Manager Dooley's Report were as follows:

**BUILDING INSPECTOR:** Trustee Powell asked about progress on hiring a building inspector. Dooley said that there were two applicants, Ramona Weber and Deb Lamb. He said that one applicant was out of town and interviews would be conducted as soon as she returned. He got direction to set up an interview after Thanksgiving. Interviews were scheduled for Tuesday, November 29, 2011 starting at 5:30 p.m.

**CAPITAL AVENUE:** Trustee Grossman asked about the flood incident on Capital Avenue was going. Dooley explained that he was in touch with our insurance agent who was planning a site inspection. He was asked to explain the incident and did so. Dooley assured the Board that our insurance company is doing a full investigation to find out who is responsible for the incident.

**UPPER TANK ACCESS:** Mayor Roughton-Miles inquired about this access not having "an exclusive easement" and asked Dooley to explain. He explained the possibility of a water line running from the Upper Tank and that the Forest Service was working with Rio Grande Silver, Inc. on the possibility of an easement to maintain it.

**FORMER MINUTE QUESTIONS:** Mayor Roughton-Miles inquired about repairs done on the Jackson and Egolf lines and noted that the July minutes stated that the Board only agreed to pay for half of those repairs. Dooley explained that we originally planned to, but that the Board later agreed (possibly in a work session) to pay in full since we were the ones abandoning the line and the customers did not really have a choice whether or not

to do it. Several Trustees affirmed that the decision to pay in full had been made in work session and had been further approved during monthly disbursement approvals.

**AUDIT RECCOMENDATIONS FOR VIRGINIA CHRISTENSON:** Mayor Roughton-Miles asked about the process of changing the VC Fund to a “trust and agency” fund. Clerk DePriest affirmed that it was among several questions she would be sending to the auditor this week.

**CONCRETE DOCTOR PROGRESS:** Trustee Skroch asked about the Concrete Doctor and Dooley said that he had received an email from him and was waiting on a follow-up.

PUBLIC COMMENT PERIOD (BY SIGN IN SHEET)

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No one signed up for public comment.

ADJOURN

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There being no further business to come before the Board of Trustees at this time, Trustee Grossman moved and Trustee Powell seconded that the meeting be adjourned at 7:25 p.m. The vote was unanimous. Mayor Roughton-Miles declared the motion carried.

Respectfully submitted:

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Randi DePriest, City Clerk/Treasurer