

**Town of Mancos
Board of Trustees Meeting
January 8, 2014
7:00 p.m.**

A. CALL TO ORDER: Mayor Rachael Simbeck called the meeting to order at 7:00 p.m.

B. ROLL CALL: Present: Mayor Rachael Simbeck, Mayor pro tem Perry D. Lewis, Trustee Queenie Barz, Trustee Rovilla Ellis, Trustee Chip Tuthill, Trustee Todd Kearns, Trustee Alan Rolston

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Public Works Director Robin Schmittel, Marshal John Cox, Town Attorney David Liberman

C. APPROVAL OF AGENDA: Trustee Chip Tuthill made the motion to approve the agenda. Trustee Queenie Barz seconded the motion approve the agenda. Motion passed.

D. APPROVAL OF MINUTES OF December 11, 2013: Trustee Todd Kearns made the motion to approve the minutes of December 11, 2013 as written. Trustee Alan Rolston seconded the motion to approve the minutes. Motion passed.

E. AUDIENCE BUSINESS

None

F. ANNOUNCEMENTS

- Town Administrator Andrea Phillips advised the MCEDA business lunch is on Tuesday, January 14 at the Mancos Community Center from 12:00 – 2:00 p.m.

G. PROCLAMATION FOR SCHOOL BOARD RECOGNITION MONTH

Mayor Rachael Simbeck read the Proclamation For School Board Recognition Month.

H. PRESENTATION – Western Excelsior

Kyle Hanson, Business Unit Leader at Western Excelsior Corp. Mancos, presented information on their efforts to reduce particulate matter emissions. Fred Christianson, By Product Utilization Value Stream Manager, was also present. Trustee Chip Tuthill complimented Western Excelsior on their efforts. Trustee Alan Rolston commented that the excess straw is now being incorporated into the wattle manufacturing process which reduces waste. New wattle equipment is being installed at Western Excelsior which will reduce the particulates by approximately 60 – 70%. Western Excelsior will attend a meeting in June or July for another update.

Anthony Mestas, 866 Riverside Ave – is the wattle system going to reduce the waste that is going out the door currently? Are the covered trucks going to be tarped in the future?

Kyle Hanson – the wattle system won't reduce the amount that is being pushed out the door, the material will be used in the manufacturing of pellets instead. One idea is to push the waste into some type of enclosed screening system. The trucks have been rerouted, so there shouldn't be any semi trucks running down Monte. They are loading on the north side of the building. Western Excelsior has spoken to their contractor about tarping the trucks. The potential new trailers will have automatic tarps.

I. TREASURER'S REPORT – DECEMBER BILLS & CLAIMS

Mayor pro tem Perry D. Lewis made the motion to present approve the December bills & claims per signed purchase orders. Trustee Queenie Barz seconded the motion. Motion passed.

J. UNFINISHED BUSINESS

1. Water Rater Study

Gabe Preston from RPI Consulting Inc. was present to continue discussion on the Town of Mancos Water Rate Study. The recommendation by staff and consultant for 2014 is to increase the overage charge from \$1.00 to \$2.00 per 1,000 gallons, lower the base gallons to 7,000 from 10,000 and increase the base rate by \$3.00 to \$5.00 per month now, and phase in regular, additional increases over the next several years. Trustee Rovilla Ellis likes the idea of a gradual approach to the rate increase. Trustee Alan Rolston stated that the updated meters and meter reading will save on both water usage and staff time. He would also like to see an education piece for the public with regard to water conservation. Trustee Todd Kearns feels this is an important responsibility of the Board to plan for the future. He also wants to see a public education piece. Trustee Queenie Barz feels we should emphasize the capital improvements that will be funded by the rate increase. Mayor pro tem Perry D. Lewis emphasized the effect on water conservation by lowering the base gallons. Trustee Chip Tuthill agrees with the comments made by the other Board members with emphasis on public education for the overage rates. Mayor Rachael Simbeck stated the Board needs to emphasize the public education piece with regard to the existing problems. She would also like to see the Town pursue grant funding in addition to the changes to the water rates. The Board requested a sampling of potential water bills. Staff will provide information to include the \$5.00 base rate increase, 7,000 & 8,000 base gallons and \$2.00 overage rate for 8,000, 10,000, 12,000 and 15,000 gallons used.

Anthony and Vicky Mestas, 866 Riverside Ave - suggested lowering the base gallons to 8,000 for 2014 and 7,000 for 2015.

Meeting recessed at 8:41 p.m.

Meeting reconvened at 8:50 p.m.

2. Recreational Marijuana Ballot Issue

Town Clerk/Treasurer Heather Alvarez is requesting Board direction as to whether they would like to place an issue on the ballot asking Town of Mancos Citizens if they want to allow or prohibit the sale of recreational marijuana within the Town limits. A secondary ballot issue would inquire as to if the Citizens wish to impose a separate tax on the sale of marijuana and marijuana products. Several versions of ballot language were included for review and discussion by the Board. Trustee Chip Tuthill is in favor of retail sales within the Town limits. He would like a consultant to come to Mancos to discuss the tax rate. Mayor pro tem Perry D. Lewis does not want to send the issue to the voters, and he would like to see a tax instituted within the Town. Trustee Queenie Barz would like to see a tax on retail sales of marijuana. Mayor Rachael Simbeck is concerned about the potential for increased law enforcement. She would like the question as to whether to allow or prohibit to be placed on the ballot. Trustee Alan Rolston agrees that an additional sales tax question should be placed on the ballot. Trustee Todd Kearns is also concerned about law enforcement. He is concerned with the lack of locations to actually smoke the product purchased by tourists. Trustee Rovilla Ellis would like to see a tax on the retail sale of marijuana. Marshal John Cox is concerned with the increase in driving under the influence. Trustee Chip Tuthill made the motion to place a question on the ballot stating "if the Board chooses to allow the sale of retail marijuana within the Town of Mancos do voters wish to impose an additional sales tax of 5% on the sale of retail marijuana and retail marijuana products with the

rate of such tax being allowed to be decreased or increased without further voter approval so long as the rate of the tax does not exceed 10% to become effective 1/1/2015.” Trustee Alan Rolston seconded the motion. Board is requesting clarification on how soon a retail operation would be allowed to open in Mancos, possible locations and what type of operation will be allowed once the moratorium is lifted. Motion passed unanimously by roll call vote.

3. Water Tank Project Update

At the regular meeting on August 28th, the Board rejected the lone bid to construct a water storage tank and associated water system improvements and decided to rebid the project with a preference for welded steel tanks only. After results from a life cycle cost analysis were received, the USDA has rejected this option. Town Administrator Andrea Phillips is requesting approval to move forward with rebidding water tank project, utilizing USDA-Rural Development financing and loan requirements, which include bidding all four alternate tank types per the original bid documents with USDA. Trustee Chip Tuthill made the motion to approve moving forward with rebidding the water tank project to include the USDA funding and requirements which include bidding all four alternate tank types per the original bid documents with USDA. Trustee Todd Kearns seconded the motion. Motion passed unanimously by roll call vote.

K. NEW BUSINESS

4. Highway Business District Consultant Planning Fees

A proposal has been received from Russell Engineering to facilitate a planning session on February 15 between the Board of Trustees and the Planning Commission. This session will discuss appropriate uses for the Highway Business District with the Town of Mancos. The quote provided by Russell Engineering totaled \$8,160. Town Administrator Andrea Phillips suggested only choosing several items totaling \$2,400 to begin the process. The Board decided to move forward with the joint planning session without Russell Engineering present at this first meeting. The goal of the Board at this joint planning session is to open discussion with the Planning Commission to communicate the Board’s wishes for the Highway Business District. Mayor pro tem Perry D. Lewis made the motion to approve \$2,400 to Russell Engineering to facilitate the joint planning session between the Board and Planning Commission to discuss appropriate uses for the Highway Business District. Motion dies for lack of second. Item postponed until January 22, 2014 Board meeting.

5. Economic Development Specialist Position Description

Item postponed until January 22, 2014 Board meeting.

6. Online Board Packets

The Planning Commission has requested that their commission packets be posted in full on the Town website instead of posting the agenda only. The Board of Trustees would like to adopt this practice as well.

7. Monthly Administrator Report

Town Administrator Andrea Phillips presented her monthly report.

8. Trees at 315 South Main St.

The property owner at 315 South Main St. contacted Town Hall inquiring about financial assistance for the two large cottonwood trees in front of her property. The Tree Board obtained three quotations to prune the trees since all three arborists stated the trees did not need to be removed. Town Administrator Andrea Phillips is notifying the Board in the event the property owner elects to participate in the 50/50 cost share for hazardous trees offered by the Town.

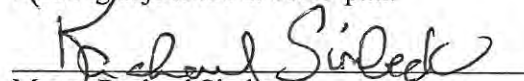
Trustee Chip Tuthill stated the cost share was for the removal of trees not the pruning of trees. He requested clarification as to whether the Board intended the cost share program to apply to pruning as well as removal. Trustee Alan Rolston is concerned that the Tree Board is setting a precedent for trimming instead of removal.

L. ITEMS FOR JANUARY 22, 2014 AGENDA

- 2014 Work Plans
- Town Web Site RFP
- Clarification of Board authority and Planning Commission authority – discussion item

M. ADJOURNMENT

Meeting adjourned at 10:19 p.m.



Mayor Rachael Simbeck



Town Clerk/Treasurer Heather Alvarez