

RIDGWAY TOWN COUNCIL  
MINUTES OF REGULAR MEETING  
DECEMBER 11, 2019

CALL TO ORDER

The Mayor called the meeting to order at 6:05 p.m. in the Community Center at 201 North Railroad Street, Ridgway, Colorado. In attendance Councilors Austin, Cheek, Hunter, Lakin, Meyer and Mayor Clark in attendance. Mayor Pro Tem Johnson was absent.

INTRODUCTIONS AND PRESENTATIONS

Town Manager Coates recommended changing employment status for Chris Bolane from probationary to permanent part time contract employee effective November 28<sup>th</sup>.

ACTION:

Councilor Meyer moved to remove Chris Bolane from probationary status and place as a permanent part time contract employee effective November 28th. Councilmember Lakin seconded the motion and it carried unanimously.

CONSENT AGENDA

1. Minutes of the Special Meeting of November 8, 2019.
2. Minutes of the Regular Meeting of November 13, 2019.
3. Minutes of the Special Meeting of November 18, 2019.
4. Minutes of the Special Meeting of November 20, 2019.
5. Minutes of the Budget Workshop Meeting of November 20, 2019.
6. Register of Demands for December 2019.

ACTION:

It was moved by Councilmember Austin, seconded by Councilor Hunter and unanimously carried to approve the consent calendar.

PUBLIC COMMENTS

Gene Ulrich requested the placement of signage at the Highway 62 crosswalks, stating vehicles are not stopping for pedestrians. The Council noted this has been an ongoing problem, and directed staff to speak to the Department of Transportation and request more signage at the crosswalks.

Glenn Boyd, Emergency Manager for Ouray County, reported at 6:00 p.m. on December 18<sup>th</sup> a test will be conducted sending a message to every land line phone in the county. He asked the Council to assist in notifying citizens of the testing.

## PUBLIC REQUESTS AND PRESENTATIONS

### 7. Update on process of application for international dark sky designation

Val Szwarc with Ridgway Dark Sky Committee presented the Council with a draft letter to the International Dark-Sky Association (IDA) requesting Town designation as a Dark Sky Community, and a draft citizens brochure entitled 'Guide to Dark Sky Outdoor Lighting'. He explained the committee has met requirements to receive the classification. He requested documents from the Town be submitted to the Committee by the end of January, as the application process must be completed by the end of February 2020.

There was discussion between the Council and Mr. Szwarc regarding the letter, which was drafted as a letter of support. Mr. Szwarc noted Ridgway-Ouray Community Council, as the local advocacy organization, will submit the application "in partnership, and with the support of the Town".

There was discussion by the Council. The Council agreed a cover letter, not a letter of support, will be prepared by the Town for the application, and be reviewed by the Council at the January meeting; staff will also make changes to the draft informational brochure. The full submittal packet will be presented to the Council at the February meeting before it is submitted to the IDA.

## PUBLIC HEARINGS

### 8. Adoption of Ordinance repealing and replacing Section 6-1 of the Municipal Code to adopt the 2018 International Code Council Code

Building Inspector Mike Gill noted the proposed ordinance adopting the 2018 International Building Codes was introduced at the previous meeting, and requested adoption.

#### ACTION:

Councilor Meyer moved to adopt an Ordinance of the Town of Ridgway, Colorado Repealing and Replacing Section 6-1 of the Ridgway Municipal Code to Update Building Regulations and to Adopt by Reference Certain 2018 International Code Council Code Books and Amendments Thereto. Councilmember Lakin seconded the motion which carried unanimously.

### 9. Adoption of the 2020 Fiscal Year Budget and setting of Property Tax Levies through adoption of resolutions

The Town Clerk presented the 2020 Fiscal Year Budget and resolutions adopting the budget, appropriating funds and setting a property tax mill levy. She noted numerous meetings and workshops were held over the past three months at which time the budget and related documents were reviewed and discussed.

Mayor Clark suggested a bonus be given to the outgoing Town Manager "to show appreciation for years of service to the Town" and the amount be taken from the wage line items for 2019, noting this amount was not contained in the budget as being presented. He reported the Town Manager has asked to retain the Town issued iphone, ipad and laptop which were used during her tenure.

There was discussion by the council and it was agreed to issue a bonus and allow retention of the electronic equipment.

ACTION:

Councilor Austin moved to authorize payment of a 2019 bonus of \$5000 to the Town Manager and allow her to take the pieces of Town property. Councilor Cheek seconded the motion which carried unanimously.

ACTION:

Councilor Lakin moved, with Councilmember Hunter seconding to approve the Resolution No. 19-15 Appropriating Sums of Money to the Various Funds in the Amount and for the Purpose as Set Forth Below for the 2020 Budget Year. On a call for the vote the motion carried unanimously.

ACTION:

Moved by Councilmember Meyer to approve Resolution 19-16 Adopting A Budget for the Calendar Year Beginning on the First Day of January 2020 and Ending on the Last Day of December 2020. Councilor Lakin seconded the motion which carried unanimously.

ACTION:

Moved by Councilor Lakin, seconded by Councilor Cheek and unanimously carried to approve Resolution No. 19-17 Adopting the Property Tax Levy for the Year 2020 for Certification to the Ouray County Commissioners.

POLICY MATTERS

10. Memorandum of Understanding between Ouray County and the Town pertaining to 2020 funding requests and outlining future goals

County Commissioner Don Batchelder explained a Memorandum of Understanding (MOU) is adopted every year between the County and Town to formalize the exchange of funds between the entities, and outlining goals of mutual support. He noted state statute requires half the property tax collected within a municipality for road and bridge must be allocated back to the jurisdiction from which it was collected.

Commissioner Batchelder reviewed future goals with the Council. It was noted by the Council the language pertaining to the Space to Create Program had been changed. There was discussion and consensus of the Council was to request the goals be changed to include support of the program. Commissioner Batchelder stated he would present the Council's request to the Board of County Commissioners.

ACTION:

Councilor Meyer moved to approve the Memorandum of Understanding between Ouray County and Town of Ridgway for 2020 Operational Funding Requests, Road and Bridge Apportionment from County to Town, and Future Goals with the amendments as discussed. Councilor Cheek seconded and on a call for the vote the motion carried unanimously.

11. Third Amendment to Intergovernmental Agreement between the City of Ouray, Colorado the Town of Ridgway, Colorado and Ouray County Establishing a Multi-jurisdictional Housing Advisory Committee

Town Manager Jen Coates noted the County is requesting a third amendment to the Memorandum of Understanding pertaining to the Multi-Jurisdictional Housing Advisory

Committee. At the previous meeting Council directed staff to contact the administrators of the County and City of Ouray to discuss considering if it would be more appropriate for planning staff to meet and have discussions regarding affordable housing, instead of the committee. She reported the County Commissioners have already approved the amendment for one year. She suggested the Council request a joint workshop with the jurisdictions to discuss the advisory committees role and future direction. The Council agreed to hold a joint workshop and staff was directed to contact the other entities to establish a meeting date .

12. Modification of Hotel/Restaurant Optional Premises Liquor License for Chipeta Sun Lodge

Staff Report from the Town Clerk dated 11-21-19 presenting an application for modification of liquor license for Chipeta Sun Lodge.

The Town Clerk reported the Chipeta Sun Lodge is requesting to modify the existing optional premises hotel/restaurant liquor license to place the restaurant building back into the licensed premises. She explained the current license includes buildings and pool areas which are located within the fenced areas of the facility, and excludes the western portion of the area housing the tee-pees.

ACTION:

Councilor Johnson moved to approve the modification of liquor license for Chipeta Sun Lodge, Councilmember Lakin seconded, and the motion carried unanimously

13. Discussion regarding siren at the Ridgway Fire Protection District facility

Mayor Clark explained members of the Council have inquired into the siren at the Ridgway Fire Protection facility. He stated questions include can the siren volume be lowered, can it be placed in a different direction, and why does the siren sound even when trucks are not dispatched.

Fire Chief Chris Miller addressed the Council and explained the siren is part of a “redundant system”, it sounds first and then pagers are activated. He stated the redundant system is needed as “a minute or two makes a big difference for us”. He noted the alarm also sounds when emergency medical services are summoned, noting this can be “frustrating for all of us”.

Speaking from the Fire District Board, members Ned Bosworth and Charles Mueller addressed the need for the redundant system, and explained the alarm also alerts the public that trucks will be entering the streets, and irrigation watering should be halted.

The County Emergency Manager noted “statewide we are looking at ways to add redundancy” to emergency management.

Katie LaSala explained the district has been exploring ways to lower the sound level or alternate the siren.

The Council agreed if there were ways to reduce impacts it would be appreciated, and suggested educating the public on the need to turn off irrigation water when the alarm is sounded.

The Council took a recess at 7:20 p.m. and reconvened the meeting at 7:25 p.m.

14. Release of subdivision improvements and lien agreements for Trail Town Subdivision

Planner Shay Coburn explained at the April meeting Council was presented with a request to extend the expired subdivision improvements and lien agreements for Trail Town Subdivision. She reported the improvements have been accomplished and recommended the liens be released.

ACTION:

Moved by Councilmember Lakin, seconded by Councilor Hunter to approve the release of the SIA and lien agreement recorded at reception number 222722. The motion carried on a unanimous vote.

ACTION:

Councilor Lakin moved to approve the release of the subdivision improvements and lien agreement recorded at reception number 222723. Councilor Meyer seconded the motion which carried unanimously.

15. Resolution adopting a body worn camera policy for the Marshals Department

Marshal Schmalz explained during review of the department policies and procedures it was discovered the use of body worn cameras was not addressed. He noted it is "becoming apparent" in law enforcement there is need for the use of body worn cameras to assist in claims against officers, and also assist the public. He presented a resolution creating a policy pertaining to the use of the equipment.

ACTION:

Moved by Councilor Meyer to approve Resolution No. 19-18 Amending the Police Procedures Manual to add Section 25: Body Worn Camera Policy. Seconded by Councilor Cheek seconded and the motion carried unanimously.

16. Update to personnel regulations relative to changing response time for Deputy Marshals

Marshal Schmalz reported at the previous meeting the Council discussed response time for officers. He explained due to housing constraints deputy marshals have homes which are outside the current fifteen minute response time. He proposed the regulation be changed to allow full time Deputy Marshals a twenty five minute response time, and noted the Marshal will retain the fifteen minute response. He explained the deputies have agreed if scheduled to work during inclement weather, they will remain in Town for the night to provide immediate response time.

ACTION:

Moved by Councilmember Meyer, seconded by Councilor Hunter to approve Resolution No. 19-20 Amending the Town of Ridgway Personnel Regulations Providing for Full Time Policy Officers to Reside with 25 minutes of the Town Boundary, and the Town Marshal to Reside within 15 minutes of the Town Boundary. The motion carried unanimously.

17. Resolution adopting the Ouray County Hazard Mitigation Plan

The County Emergency Manager presented the Council with the recently prepared Ouray County Hazard Mitigation Plan and asked the Council to adopt the plan by resolution.

Planner Coburn noted a number of the action items in the plan are from the Town Master Plan. Adopting the plan will provide the Town with eligibility for grant funding requests to the Federal Emergency Management Administration.

ACTION:

Councilor Hunter moved to adopt the Ouray County Multi Hazard Mitigation Plan and Resolution Number 19-19. Councilor Lakin seconded the motion, which carried unanimously.

18. Adoption of the Five and Ten Year Capital Improvement Plan

The Town Manager explained the Home Rule Charter requires approval of capital projects and improvements. She presented a Five and Ten Year Capital Improvement Plan and requested Council approval.

ACTION:

Moved by Councilmember Lakin and seconded by Councilor Cheek to approve the Capital Improvement Plan. On a call for the vote the motion carried unanimously.

19. Adoption of the 2020 Strategic Plan

Manager Coates reported the Strategic Plan is now categorized by values contained within the Master Plan, and items have been assigned to staff members to perform throughout the next year.

ACTION:

It was moved by Councilor Hunter, seconded by Councilor Meyer and unanimously carried to approve the Town of Ridgway 2020 Strategic Plan.

20. Lease agreement with Region 10 for Ridgway Carrier Neutral Location

Manager Coates reported the broadband infrastructure agreement with the County, City of Ouray and Region 10 includes erection of an antenna and construction of a building on Town property, which will be leased to Region 10 to lease to network service providers. The agreement states the Town shall pay utilities, and allows requests for reimbursement. Region 10 will assume building repairs, minor maintenance and insurance.

The Town Attorney noted the twenty year lease is subject to annual appropriation, and a general liability policy will indemnify the Town.

ACTION:

Moved by Councilmember Meyer to approve the lease agreement for the Ridgway Carrier Neutral Location. Councilor Cheek seconded the motion which carried unanimously.

21. Contracted Services Agreement with Consolidated Consulting Services Inc.

The Town Manager presented an annual contract with Consolidated Consulting Services for engineering services. The scope of work outlined in Exhibit A includes capital planning and strategy items related to capital projects, such as wastewater treatment lagoons and design of Amelia Street.

ACTION:

Moved by Councilor Lakin, seconded by Councilmember Hunter to approve the contracted services agreement with Consolidated Consulting Services Inc. for 2020. The motion carried unanimously.

22. Appointment of Interim Town Manager

The Mayor noted during the recent workshop meeting the Council discussed appointing an interim manager until the new manager begins work on January 6, 2020.

ACTION:

Councilor Hunter moved to appoint Shay Coburn interim manager effective 5:00 p.m. December 12<sup>th</sup> to January 5, 2020. Councilor Cheek seconded the motion and it carried unanimously.

23. Consideration of draft water rights application from Ouray County Water Users Association

The Town Attorney presented a draft water rights application prepared for Ouray County and the Ouray County Water Users Association. The application will be filed with the water court and requests use of the Uncompahgre River and its tributaries in Ouray County. Attorney Nerlin stated he does not “see this as an impact on Town water rights”, and recommended the Council approve the application.

ACTION:

Councilor Cheek moved to direct Councilor Meyer to approve on behalf of the Town at the next Water Users meeting, the application for water rights. Councilmember Hunter seconded. The motion carried unanimously.

TOWN MANAGERS REPORT

Manager Coates reported on the Space to Create project; fund raising for the pavilion project; transition process of Town Manager.

TOWN COUNCIL REPORTS

Councilmember Hunter reported on the Creative District and Councilor Lakin on CC4CA.

ADJOURNMENT

The meeting adjourned at 8:20 p.m.

Respectfully Submitted,

Pam Kraft, MMC  
Town Clerk