TOWN OF EMPIRE

*30 East Park Avenue –P.O. Box 100 Empire CO 80438-0100*

*303/569-2978 – 303/569-2282 fax*

***Board of Trustees***

April 21, 2020

**Call to Order**

The meeting was called to order at 6:30 PM.

The meeting was held through Zoom – a web-based video conferencing platform. It took several minutes to confirm that everyone could see and hear the meeting.

**Roll Call**

**Present:** Mayor Sue Hauser, Trustee Wendy Koch, Trustee Richard McClellan, Trustee Linda Robertson, Town Attorney Brandon Dittman, Police Chief John Stein, Police Deputy Andrew Lorenz, Town Clerk Jeannette Piel.

**Absent:** Trustee Shawn McElroy, Trustee Dave Jakobik, Trustee Denise Tennant joined at 6:52 PM.

**Approval of Agenda**

**TRUSTEE KOCH MOTIONED TO APPROVE THE AGENDA, FOR APRIL 21, 2020, TRUSTEE MCCLELLAN PROVIDED THE SECOND AND ALL WERE IN FAVOR.**

**Approval of Minutes**

**TRUSTEE KOCH MOTIONED TO APPROVE THE MINUTES FOR MARCH 17, 2020, WITH NO CORRECTIONS, TRUSTEE ROBERTSON PROVIDED THE SECOND AND ALL WERE IN FAVOR.**

**TRUSTEE ROBERTSON MOTIONED TO APPROVE THE MINUTES FOR APRIL 14, 2020, WITH NO CORRECTIONS, TRUSTEE KOCH PROVIDED THE SECOND AND ALL WERE IN FAVOR.**

**Oaths of Office**

The following candidates read the Oath of Office and were sworn in as Empire Board of Trustees:

Wendy Koch as Mayor.

Sue Hauser, Ricky McClellan, and Linda Robertson as Trustees.

6:39 PM Mayor Koch presided over the remainder of the meeting.

**Resolution 20-09 – A Resolution of The Town of Empire, Colorado Modifying and Extending the COVID-19 Local Disaster Emergency Declaration**

The board discussed adding a clause that would allow for the possibility of hybrid meetings where some Trustees may be physically present in Town Hall and others present by telephone or online platform. If passed, the town attorney will draft the appropriate language to add to the resolution.

**TRUSTEE HAUSER MOTIONED TO AMMEND THE RESOLUTION TO ALLOW FOR THE POSSIBILITY OF HYBRID MEETINGS, TRUSTEE ROBERTSON PROVIDED THE SECOND. CLERK PIEL CONDUCTED A ROLL CALL VOTE AND ALL WERE IN FAVOR. TRUSTEE HAUSER MOTIONED TO APPROVE AMENDED RESOLUTION 20-09: A RESOLUTION OF THE TOWN OF EMPIRE, COLORADO MODIFYING AND EXTENDING THE COVID-19 LOCAL DISASTER EMERGENCY DECLARATION, TRUSTEE ROBERTSON PROVIDED THE SECOND. CLERK PIEL CONDUCTED A ROLL CALL VOTE AND ALL WERE IN FAVOR.** Effective immediately.

**Appointment of Planning Commission Representative**

The Mayor and one other Board member are required to sit on the Planning Commission. **Mayor Koch appointed Trustee Tennant as the ex officio Planning Commission Representative.**

**Appointment of Planning Commission Chair**

Brian Gilbert has resigned as the Planning Commission Chair. Trustee Hauser would like to be the chairperson as a private citizen, not as the ex officio board member. She would recuse herself from voting on matters put to the Board of Trustees from the Planning Commission on advice from the town attorney.

**Mayor Koch appointed Trustee Hauser as the Planning Commission Chairperson.**

The remaining members of the Planning Commission are Sally Rush and Buzz Chandler.

**Bid on Sewer Plant**

We needed immediate emergency repairs in the Sewer Plant to replace a pump. The Mayor at that time, Mayor Hauser, approved a bid for $16,694.99. Because it was an emergency, the approval was made without a vote of the Board. The approval needs to be ratified by the Board because it is over $10,000.00.

**TRUSTEE HAUSER MOTIONED TO RATIFY THE APPROVAL OF THE SEWER PLANT BID, TRUSTEE MCCLELLAN PROVIDED THE SECOND. CLERK PIEL CONDUCTED A ROLL CALL VOTE AND ALL WERE IN FAVOR.** The initial approval was made by Trustee Hauser while she was Mayor, and Trustee Hauser also voted to ratify the approval.

6:52 PM Trustee Tennant joined the meeting.

**Public Comment**

Chad Craven, 313 North Main, asked about larger speed limit signs and possible speed bumps on North Main to slow traffic. There has been an increase of 4 x 4 vehicles and trailers using that road and driving too fast. Chief Stein stated that we would have to consult Clear Creek County if we wanted to put speed bumps in because it is a county road. Permanent speed bumps would have to be evaluated for drainage and would have to wait until the road is properly repaired and paved. Temporary speed bumps for the summer might be a possibility. Officer Lorenz asked what time the traffic seems to be speeding so that he can do traffic control at that time. The traffic is all day on Saturday and Sunday morning. It’s heaviest between 8-11 am going up and 2-6 pm going down.

**March List of Bills**

The board received a copy of the March list of bills, and it is posted on the door of Town Hall, at the Post Office, and on the website. There were no questions or concerns.

**Reports**

* Police – Chief Stein provided a monthly report with stats and updates.
* Mayor – The Town submitted a PNA (plans need assessment) to the State of Colorado for the water line project. We are reporting that the repairs we need are 2.586 million dollars for the water line and new system. The UV filters also need extensive repair work. The State is backlogged by about 8 weeks.
* Attorney – No Report.
* Admin – Candidate Contribution forms have been mailed to all previous candidates. Please sign and date the forms and return them to the Town Clerk.
* Town Hall – Guanella Pass Brewery is hoping to open by May 1st.
* Parks and Recreation – Mile High Jeep Club is still planning on coming as far as we know. Chief Stein will reach out to them for an update.
* Streets and Maintenance –

There is a broken culvert pipe near the intersection of Hanchett and Daily. Mayor Koch is getting information on replacing it.

We have been taking applications for a part-time maintenance person to share duties with Terry Gray. John Ishee has been coving while Mr. Gray took some time off. We have not started interviewing yet because of COVID-19 and not wanting to put employees in close quarters for training and work. We will start interviewing the first week in May. Mayor Koch, Trustee Hauser, Trustee Tennant, and Trustee McClellan all expressed interest in participating in the interviews

* Water/Wastewater – In February at the Sewer Plant, the well went down, the pump burned up, and the water line broke. We had to dig the water line up to repair it. For the Water Plant, we scraped a filter, the flow is down because of the cold weather, but warmer weather and run off will improve the flow. We will be fine if we continue to conserve water until it’s warmer.
* CCEDC – No Report.
* CDOT – Work on West Bound I-70 is proceeding on schedule.

**Adjournment**

**TRUSTEE HAUSER MOTIONED TO ADJOURN THE MEETING, TRUSTEE MCCLELLAN PROVIDED THE SECOND AND ALL WERE IN FAVOR.**

The meeting was adjourned at 7:13 PM.

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(mayor) (town clerk)