

RECORD OF PROCEEDINGS

**TOWN OF DILLON
TOWN COUNCIL
REGULAR MEETING**
Tuesday, September 20, 2016
7:00 p.m.
Dillon Town Hall

CALL TO ORDER & ROLL CALL

A regular meeting of the Town Council of the Town of Dillon, Colorado, was held on Tuesday, September 20, 2016, at Dillon Town Hall. Mayor Burns called the meeting to order at 7:00 p.m. and the following Council Members answered roll call: Brad Bailey, Jen Barchers, Kyle Hendricks, Mark Nickel, and Carolyn Skowyra. Council Member Tim Westerberg was absent (excused). Staff members present were: Tom Breslin, Town Manager; Dan Burroughs, Town Engineer; Mark Heminghous, Police Chief; Carri McDonnell, Finance Director; Scott O'Brien, Public Works Director; and Jo-Anne Tyson, Town Clerk.

APPROVAL OF AGENDA

There being no changes to the agenda, it will stand approved as presented.

APPROVAL OF CONSENT AGENDA

Council Member Bailey moved to approve the following consent agenda:

- a. Minutes of Regular Meeting of September 6, 2016
- b. Approval of Bill List dated September 16, 2016 in the amount of \$327,191.82 and Payroll Ledger dated September 19, 2016 in the amount of \$75,467.24.

Council Member Skowyra seconded the motion which passed unanimously upon roll call vote.

CITIZEN COMMENTS

Citizen Comments were made by the following individuals:

- Jane Van Howe, 313 West Buffalo Street, commented that she enjoyed the recent triathlon. She also commented that she feels there is a lack of love for Dillon from town officials.
- Roland Gaasch, 112 East LaBonte Street, addressed Council regarding the Dillon Amphitheatre design. He stated that the group collectively does not object to the amphitheatre, they simply do not approve of its design and wishes Council would reconsider the size of the project in order to open up view corridors. He also encouraged Council and staff to communicate with citizens that have reached out to them.

CONSIDERATION OF RESOLUTION NO. 41-16, SERIES OF 2016

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO ENTER INTO A CONTRACT WITH COLUMBINE HILLS CONCRETE, INC. FOR THE 2016 LITTLE BEAVER TRAIL IMPROVEMENT PROJECT; AUTHORIZING AND DIRECTING THE APPROPRIATE TOWN OFFICERS TO SIGN THE NECESSARY DOCUMENTS; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Town Engineer Dan Burroughs explained that this resolution requests approval to install a pavement fabric and a 3" asphalt overlay on the Town's section of Little Beaver Trail between the Super 8 Motel and the Walgreens store. Prior to fabric placement, the contractor will fill ruts and depressions in the asphalt mat with a thin 1"-2" leveling course to improve ridability. After the asphalt is installed a shallow ditch will be cut on the south side of the road and road base shoulders will be installed on both sides of the road. The Town received one (1) bid from Columbine Hills Concrete, Inc. to complete the project for \$99,312.50. Funds for this project are budgeted in the Capital Improvement Fund – Pavement Maintenance.

Council Member Barchers moved to approve Resolution No. 41-16, Series of 2016. Council Member Skowyra seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 42-16, SERIES OF 2016

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO ENTER INTO A CONTRACT WITH M.K. DEVELOPMENT CORPORATION FOR THE 2016 PARK STAIRWAY PROJECT; AUTHORIZING AND DIRECTING THE APPROPRIATE TOWN OFFICERS TO SIGN THE NECESSARY DOCUMENTS; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Mr. Burroughs reported that the scope of work identified in this resolution includes (1) building a new set of steel stairs between the Marina parking lot and Marina Place path and (2) a new set of stairs between Lodgepole Street and the walking path across from Couer Du Lac Condominiums. The Town received one (1) bid for both stairway sections from M.K. Development Corporation in the amount of \$210,583.76.

Council Member Bailey moved to approve Resolution No. 42-16, Series of 2016. Council Member Hendricks seconded the motion which passed 5-1, with Council Member Nickel in opposition.

Council Member Bailey recused himself due to a conflict of interest regarding the next agenda item.

CONSIDERATION OF RESOLUTION NO. 43-16, SERIES OF 2016

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO ENTER INTO A CONTRACT WITH BAILEY BUILDERS FOR THE 2016 DILLON TOWN HALL 3RD FLOOR REMODEL; AUTHORIZING AND DIRECTING THE APPROPRIATE TOWN OFFICERS TO SIGN THE NECESSARY DOCUMENTS; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Public Works Director Scott O'Brien stated that the Town issued a request for proposal (RFP) on July 12, 2016 to local contractors requesting proposals for the remodel of the third floor of Town Hall. We received three (3) bids and staff recommends awarding the contract to the low bidder, Bailey Builders in the amount of \$97,254. The remodel will consist of server room improvements; dedicated private meeting room; modern audio/visual equipment; recording equipment; updated furnishings, flooring, décor; HIPPA secured storage; file storage; supply storage; and media closet. These improvements will increase the functionality of the public meeting room and operational needs of the Town. The project will begin September 24, 2016 with completion expected the beginning of November. Mr. O'Brien also stated that this project will be funded out of the 2016 Capital Improvement Fund and includes \$35,000 budgeted in 2016 and \$70,000 budgeted in 2017. We are recommending that the 2017 funds be moved to 2016 in order to complete the project in its entirety.

Council Member Skowyra moved to approve Resolution No. 43-16, Series of 2016. Council Member Hendricks seconded the motion which passed 4-1, with Council Member Nickel in opposition.

Council Member Bailey rejoined the meeting at 8:26 p.m.

CONSIDERATION OF RESOLUTION NO. 44-16, SERIES OF 2016

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF DILLON AND THE BOARD OF COUNTY COMMISSIONERS OF SUMMIT COUNTY, COLORADO, TO INSTALL A TWENTY-FOUR (24) HOUR BALLOT BOX AND RELATED EQUIPMENT ON DILLON TOWN HALL PROPERTY; AUTHORIZING AND DIRECTING THE APPROPRIATE TOWN OFFICERS TO SIGN THE NECESSARY DOCUMENTS; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Town Clerk Jo-Anne Tyson stated that in August 2016, the Summit County Clerk and Recorder approached staff requesting the installation of a twenty-four (24) hour ballot box in the Town of Dillon. In order to maintain historical voting locations, it was determined Dillon Town Hall would be the most appropriate location for the ballot box. For optimal visibility and public access, the ballot box will be located on a concrete pad in the grassy area to the right (as you are facing Town Hall) at the intersection of the two sidewalks in front of Town Hall. Summit County Government will maintain and service the ballot box, video surveillance camera, recording equipment, network firewall and wiring, and maintain the required digital retention of the video. The twenty-four (24) hour ballot box and video surveillance equipment are intended for election use only and will be locked outside of designated ballot submittal time periods.

Council Member Barchers moved to approve Resolution No. 44-16, Series of 2016. Council Member Skowyra seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 45-16, SERIES OF 2016

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO AUTHORIZING THE TOWN TO ENTER INTO A LEASE AGREEMENT WITH ASK BHOOMI LLC FOR THE LEASE OF LA RIVA DEL LAGO SHOPPES, 135 MAIN STREET, UNIT #4; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Finance Director Carri McDonnell reported that since Council Chambers of Town Hall will be under construction from September 26 to October 31, 2016, staff is recommending leasing meeting space to conduct regularly scheduled meetings. Staff has negotiated a lease with ASK BHOOMI LLC to lease Unit 4 of LaRiva for \$1,600 for the five week period.

Council Member Skowyra moved to approve Resolution No. 45-16, Series of 2016. Council Member Bailey seconded the motion which passed unanimously upon roll call vote.

TOWN MANAGER'S UPDATE

Town Manager Tom Breslin reported on the following items:

- The Dillon Marina is beginning to close up its operations for the season. Four (4) boats have been sold to date.
- Javier with Stand-Up Paddle is discussing improvements to his business for next year.
- Infrastructure improvements are beginning at the Dillon Amphitheatre.
- Staff is recapping and reviewing the impact of the 106° West Dillon Triathlon.
- Staff is diligently working on the 2017 budget.

MAYOR'S REPORT:

Mayor Burns reported on the following items:

- He will be attending the Summit County Housing Authority meeting tomorrow with Manager Breslin.
- He extended his appreciation to staff for their hard work producing a series of successful summer events.

EXECUTIVE SESSION:

Mayor Burns moved to go into Executive Session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); specifically to discuss a personnel matter; and, for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e), specifically to discuss negotiations regarding potential economic development within the Town. Council Member Hendricks seconded the motion which passed unanimously. No action was taken during the executive session. At 9:05 p.m. Mayor Burns concluded the executive session.

ADJOURNMENT:

There being no further business, Mayor Burns declared the meeting adjourned at 9:06 p.m.

Respectfully submitted by:

Jo-Anne Tyson, CMC/MMC, Town Clerk