

# TOWN OF SILVER PLUME, BOARD OF TRUSTEES

## RECORD OF PROCEEDINGS

### MONDAY, MARCH 9, 2020

**MAYOR LEE BERENATO CALLED THE MEETING TO ORDER AT 7:05 P.M.**

**ROLL CALL:** Board members present Martin Gitlin, Christian Frey, Frank Young, Sam McCloskey, Sarah Walen and John Busenitz. Tai Graham, Public Works was present. Present in the audience: Kathy Grubbs, Kelsey Smith, TJ DuBlac, Billy Whittaker and Donna Kline from Clear Creek County.

**AGENDA APPROVAL:** Christian Frey made the motion to approve the Agenda Sam McCloskey seconded the motion which passed 6-0-0.

**PUBLIC COMMENT-** none

**APPROVAL OF BILLS:** Caselle \$115 April W/S software support; Tim Hamid \$140 Bldg Dept \$255 Town Hall window repair; Blackwell Oil Co. \$104.09 fuel; Wagner Rents \$242.40 skidsteer; Clear Creek Supply \$378.28 oxygen bottle & Oil for backhoe; Limblecmms.co \$378 R&B Asset Mgmt Software 1 year; Amazon \$488.26 fuel tanks (2) \$12.88 decals for fuel tanks; ; TOTAL: \$2,113.91; Sam McCloskey made the motion to approve the bills for payment Christian Frey seconded the motion which passed 6-0-0.

**Clear Creek County Preparedness for Corona Virus** – Donna Kline from the Office of Emergency Management at the county was present to explain the county protocol and answer questions; she said our county is very well prepared with a plan in place. Information can be obtained through the Clear Creek County Website-there is a link on the home page; also Twitter has up to date information-you can look at the posts even if you don't tweet. If you have symptoms or believe you are sick you should self-quarantine and contact the County Health Nurse Crystal Brandt (sp?) (303)679-7545 she can have someone come to your home and take a swab which will be tested by CDPHE. More information will be forth coming.

**Community Planning Strategies-TJ DuBlac** – was present and presented an update to the Board (attached to original Minutes). He is in the process of trying to find a source of grant funding for sidewalks on Main Street, Town Hall Boardwalk and enhancing tourist areas downtown. A master plan is needed for streets. Grant application deadlines are August and October for work which would be done next summer. The clerk will forward Mr. DuBlac contact information for Cindy Neely and Tim McDonough and he will schedule a site visit of the Town Hall Building, the Bandstand, the railing between the bridge and the Post Office.

**Billy McCormick – Food Preparedness** – In light of the Corona Virus predictions of people staying home to self-quarantine he felt the Town should be proactive to have some basic non-perishable food items on hand – create a town food bank. Sarah Walen volunteered to be the liaison with Mr. McCormick to coordinate, organize and communicate with the public. Frank Young made the motion to donate \$1,000 to Mr. McCormick's effort Sam McCloskey seconded the motion which passed 6-0-0.

**Appointment of Election Judges** – Volunteers are Earl & Susan Ballard and Lisa Jacobsen. Christian Frey made the motion to approve the volunteers Sam McCloskey seconded the motion which passed 6-0-0. There is still a need for alternate judges, which can be appointed by the Town Clerk.

**Interim Staff Reviews-Directions for Board Reviews and Staff Self Reviews** – Sarah Walen provided the form for staff and board members (attached to original Minutes) she proposed everyone take them home and plan to complete them by March 15, 2020.

**Staff Updates – 15 minutes each**

**PUBLIC WORKS:** Ms. Graham provided an email with her tasks and explanations of what items were completed. (copy attached to original Minutes.)

**TOWN CLERK:** The Clerk reported that she was continuing to get the computers updated and the Caselle water billing software would be the next priority followed by training on the new software; personal education on the Election requirements; following the unfolding Corona Virus health crisis and emergency measures to slow the public contact; coordination with the Census Director at Clear Creek County; get the bookkeeping re-entered and transfer the file to the accountant; take advantage of CML and DOLA webinars for continuing education and training.

**Tabled:**

Animal Control IGA with Clear Creek County Sheriff's office  
Proposed Amendments to Clear Creek County Zoning Regulations

**Committee Reports**

CDOT Leadership Team to attend meeting regarding proposed building in the CDOT parking lot on Water Street to house the fiber optic equipment – Sam McCloskey and Christian Frey volunteered to go to the meeting.

**APPROVAL OF MINUTES** – February 24, 2020 tabled

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Tammy A. Sanford  
Town Clerk