



## **Official Minutes**

**MEETING OF THE MINTURN TOWN COUNCIL**  
**Minturn Town Center, 302 Pine Street**  
**Minturn, CO 81645 • (970) 827-5645**

**Wednesday May 3, 2017**

**Work Session – 5:30pm**  
**Regular Session – 6:30pm**

**MAYOR – Matt Scherr**  
**MAYOR PRO TEM – Earle Bidez**

**COUNCIL MEMBERS:**

Terry Armistead  
Sidney Harrington  
Kristina Krone  
Sage Pierson  
John Widerman

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645.

### **Work Session – 5:30**

- Review 100-Block Employee Parking Plan – Metteer
- US Hwy 24 Speed Zone Consolidation – Powell/Cusick

### **Regular Session – 6:30 pm**

#### **1. Call to Order**

Mayor Matt Scherr called the meeting to order at 6:35pm

- Roll Call

Those present included: Mayor Matt Scherr, Mayor Pro Tem Earle Bidez, Town Council members, Sidney Harrington, Sage Pierson, Terry Armistead, Kristina Krone, and John Widerman.

Staff present: Town Manager Willy Powell, Assistant Town Manager/Econ Dev Michelle Metteer, Town Attorney Michael Sawyer, and Town Treasurer/Clerk Jay Brunvand

- Pledge of Allegiance

## **2. Approval of Agenda**

- Items to be Pulled or Added

Motion by John W., second by Kristina K., to approve the agenda as presented. Motion passed 7-0.

## **3. Approval of Minutes**

- April 5, 2017

Motion by Sidney H., second by Terry A., to approve the minutes of April 5, 2017 as presented. Motion passed 7-0.

## **4. Public comments on items, which are NOT on the agenda (5-minute time limit per person)**

### **5. Special Presentations**

- Committee Reports

Earle B, updated on the most recent Battle Mountain Meeting. The most difficult topic is being discussed first; water. This is a very complex issue for the project.

Kristina K. updated on the Scholarship Committee. Nine applications were received and interviews will be over the next few days.

Willy P. noted a Water Committee meeting will be held on Monday to discuss the need for a specialized water engineer company. A professional services agreement will be presented at the May 17 meeting.

- Council Comments

Sage P. noted the forth Monday of each month is Monday with the Mayor. The next meeting will be on May 22 at Kirby's from 4-6pm.

This Saturday is the Eagle County River clean up. The town will be working within the town on the Eagle River at 9am this Saturday. The town cleanup is June 6, 7am to noon. For those seniors that need assistance please contact the town.

The Community Garden still has a few plots available. The building day in May 20.

**PUBLIC HEARINGS, DISCUSSION, AND ACTION ITEMS**

**6. Discussion/Action Item: Review 100-Block Employee Parking Plan Phase I - Metteer**

Michelle M. outlined the parking plan. She noted if we could get all the employees and employers to park in the Municipal Lot during the day it would free up ample 100 block parking for visitors. Michelle M. reviewed a list she had prepared with solution recommendations for several of the more difficult questions that have been brought forth. Although this is continuing to be reviewed several of the issues have presented themselves to include employee/er parking, ECO bus stop relocated ½ block south to Main and Toledo, enforced 72-hour parking and enforcement of non-moved vehicles, bicycle parking stations, better lighting in the municipal lot and the Bellm Bridge area, and a uniform guide sign program. Council was in consensus of support with all but two of the recommendations.

Staff requested direction on the two issues where consensus was not reached: Eagle River parking and 2hour parking.

Ms. Deb Davis, 1796 Main St, recommended a bike rack be considered on the west side of the street at the area of Main and First Ave. Michelle M. noted this area will have benches which might interfere or preclude the use of bike racks there.

- a) Eagle River Park: Direction is requested from the Council if we should have daily or overnight parking. It was noted that this is a park and we should have parking available at the park for those visiting the park, not necessarily just overflow for those living in the adjacent neighborhood. A compromise was discussed of posted 2hour parking during the day and then overnight parking.

Officer Cusick outlined the 72hour parking is used for three day weekends, he also noted that overnight parking must pass beyond midnight when our officers are not on duty. He noted that to have multiple parking regulations in similar areas throughout town will only be a source of confusion and an enforcement issue. Public parking is a standard and to have the exceptions to simple public parking as the standard is unenforceable.

- b) Two-hour parking in the 100 block of Main St.: Matt S. noted the parking concern is mostly impacted by the employee/er parking. It was noted the significant impact on the budget that would be required to staff the enforcement. Sage P. noted the signage would be a step even if it is not completely enforced. Willy P. noted that most of the time, there is available parking in the 100 block and this would be more so with employee/er parking shifted to other areas such as the Municipal lot. Discussion ensued as to how this could reasonably be enforced as well as how to best get the employees/ers together to create the solution and the self-enforcement. Michelle M. stated she would organize and run the requested meeting and would schedule it as soon as possible with an effort to allow implementation prior to the full summer

season. She would report back to Council with her findings and recommendations. Discussion ensued as to the need for bike parking in the area, the number of bikes using the racks is being underestimated, bikers want to be able to see their bike (proximity). Until we get direction from CDOT for a more permanent location, the bike rack may remain in front of Sticky Fingers as is currently placed by the restaurant.

Officer Cusick will also submit pictures from his patrolling of the parking concerns at various times of the day and night. He stated to his observations, the town normally has plenty of parking for the various and combined needs.

Direction was to pursue a meeting with the owners, renters, employees, and employers to discuss the issues and develop solutions with the noted stakeholders. The meeting would be to discuss and obtain input on the proposed recommendation of overnight parking at Eagle River Park and 72-hour parking on Main St with allowance for alternating days to accommodate seasonal snow removal and to have the business owners monitor themselves as to owners and employees parking on Main St. Michelle M. stated the scheduling of a meeting could begin as early as Monday with the intent of a speedy meeting date. Further, we are to continue without change until said meeting. Results will be presented at a future meeting with recommended solutions.

It was noted over and over the need for the uniform guide signs. Michelle M. noted the sign plan had been submitted to CDOT months ago and is being reviewed. The approval timing is uncertain.

**7. Discussion/Action Item: Resolution 10 - Series 2017 A Resolution in support of the consolidation of speed zones on HWY 24 through Minturn – Powell/Cusick**

Officer Cusick gave a brief presentation of the highlights of the speed survey recently conducted by the town. The recommendation from staff is to condense the current eight speed limits to three. This will align with the speed survey findings, will overall reduce the speeds to reflect the average speeds, and will be easier and more accurate to police due to line of sight and curve considerations. The following resolution will lend the Council's support to the recommendation and request which will be forwarded to CDOT.

Earle B. noted this is a Federal highway and is controlled at the state level, this is the best and most potentially successful recommendation.

Ms. Deb Davis, 1796 Main St, felt her area of Main St is very fast. It was noted the process that was used to track and log the speeds, and that, for the most part, the assumed speeding is not reflected in the actual study results. This recommendation is consistent with the proven speeds and creates a more enforceable scenario.

Mr. Rob Davis, 1796 Main St, stated that CDOT is more concerned with moving traffic. He felt a crosswalk would help as they have a slowing effect on traffic.

Motion by Terry A., second by Kristina K., to approve Resolution 10 – Series 2017 A Resolution in support of the consolidation of speed zones on HWY 24 through Minturn as presented. Motion passed 7-0.

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**8. Liquor Authority:**

Council convened as the Liquor Authority. Note: Sage P. recused herself due to a conflict of interest as the owner operator.

- Sticky Fingers, LLC Annual Renewal of a Hotel & Restaurant License; 132 Main St.; Sage Pierson, President/Owner – Brunvand

Jay B. updated the Council on the application and recommended approval.

Motion by Earle B., second by Sidney H., to approve the Sticky Fingers, LLC Annual Renewal of a Hotel & Restaurant License; 132 Main St.; Sage Pierson, President/Owner as presented. Motion passed 6-0 (Sage P. recused as she is the licensee.).

Council reconvened as the council and Sage P. resumed her seat.

**COUNCIL AND STAFF REPORTS**

**9. Town Planner (5min)**

**10. Town Manager (5min)**

- Manager's Report

**Municipal Parking Lot**

Staff is nearing approval a lighting plan for the parking area and paid from the town existing budget.

**Water Engineering Firm**

Two Proposals have been received in response to the town's issuance of a Request for Qualifications for water engineering services. Both Proposals are from qualified firms. The Water Committee will be meeting on Monday to review the Proposals and chose a preferred firm for Council consideration. The plan is to award and have a professional services contract for Council consideration at the May 17 meeting.

Having an engineering firm specializing water treatment and distribution is needed now because of complex water considerations due to Battle Mountain intended proposals for a first phase of development and future phases. Included in discussions Minturn's infill growth projections.

### **Battle Mountain Discussions**

The Battle Mountain Committee met with developers on May 1, with the discussions largely centered on water. The water discussions involve legal water rights, augmentation needs, physical flows, improvements to the existing water plant, and future water plant considerations. Wastewater considerations effect water decisions.

### **Faulty Sidewalk Sections**

Next week staff will be contacting property owners who have faulty sidewalk sections adjacent to their properties. The program is modeled after similar practices in past years whereby the town pays for demolition and removal of sidewalks, preparing sub-base and erecting concrete forms. The owner is asked to pay for the concrete and finish work, which totals \$850. The payment can be made in one lump sum or with installments with full payment by year end. The program is voluntary because the Municipal Code does not give authority to require replacement.

### **Bolts Ditch Legislation**

Tom Glass hopes legislation will pass later in May.

- Action Report

#### **11. Assistant Town Manager (5min)**

- Assistant Manager's Report

### **Parking**

All parking recommendations have been provided within the 100 Block Employee Parking Plan. Staff is also working with the Minturn Realty group regarding potential striping options for the main downtown parking lot.

### **Guide Signage**

Minturn's Guide Signage (Wayfinding signs) application was submitted to CDOT in December of 2016. CDOT has provided a verbal approval and our town is currently awaiting bid estimates.

### **ECO Transit 10-Ride Punch Pass Program**

Fifty people were awarded 10-Ride Punch passes thanks to ECO Transit. The purpose of this program was to have Minturn-area residents use the bus and provide feedback on route times, transfers, cost, ease of use and more. Follow-up survey results from this program are included in this update.

### **Adopt A Trail Program (Mini Mile Trail Work)**

The Vail Valley Mountain Bike Association (VVMBA) is hosting Wednesday night trail maintenance sessions at the new Mini Mile trail by Riverview Cemetery. This will be a multi-use trail for hikers, bikers, etc. and is designated as a beginner biking trail, thus wider and fewer terrain changes. We need to ensure this trail is ready to go by the end of August for our

first scheduled kid's mountain bike race. Please join these trail crews working hard to have the trail ready on time. Contact the VVMBA for additional details. [www.vvmba.org](http://www.vvmba.org)

#### Street Sweeping

Public Works is renting a professional street sweeper and operations are scheduled to begin May 23<sup>rd</sup> (see included schedule). In addition the Treasurer has contacted our entities in town to sub-lease the service in order to offset some of the unit rental cost. For additional info contact Public Works or the Town Treasurer directly.

#### Minturn Fitness Center

The Minturn Fitness Center (MFC) is offering a "free day" to try out the facility in the month of May. Anyone interested can go directly to the facility or contact the MFC directly for more information. [www.minturnfitnesscenter.com](http://www.minturnfitnesscenter.com)

### **12. Town Attorney**

## **FUTURE AGENDA ITEMS**

### **13. Next Meeting – May 17, 2017**

- MMC 16 Article 22: Nonconforming Uses, Structures & Lots - Hawkinson

### **14. Future Meetings:**

- Work Session on housing – Hawkinson
- Snow plow & mag chloride debriefing

### **15. Set Future Meeting Dates**

#### a) Council Meetings:

- May 17, 2017
- June 7, 2017
- June 21, 2017

### **16. Other Dates:**

- Office Closed: May 29, 2017 – Memorial Day

### **17. Adjournment**

Motion by John W., second by Sage P., to adjourn the meeting at 8:35pm.

  
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Matt Scherr, Mayor

ATTEST:

  
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Jay Brunvand, Town Clerk

