



MEETING MINUTES
Town Board of Trustees
Tuesday, March 24, 2020
ONLINE MEETING

*This agenda and the meetings can be viewed at www.TownofEagle.org.
Times listed are approximate and are subject to change.*

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

Mayor McKibbin allowed a few minutes for the public to get connected to the CrowdCast platform and Zoom for tonight's meeting.

1. • Meeting URL: <https://www.crowdcast.io/e/eaglebot03-24-20> and <https://zoom.us/j/397063847>

CALL TO ORDER

Mayor McKibbin called the meeting to order at 6:00 p.m. and provided an overview to the public on providing comments for the meeting.

ROLL CALL

TRUSTEES PRESENT

Anne McKibbin, Kevin Brubeck, Matt Solomon, Andy
Jessen, Mikel, Kerst, Scott Turnipseed, Paul Witt

TRUSTEES ABSENT

None

STAFF PRESENT

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant to the Town Manager
Jenny Rakow, Town Clerk
Jill Kane, Finance Director/Treasurer
Bryon McGinnis, Public Works Director
Joey Stauffer, Police Chief

ADOPTION OF AGENDA

There were no changes to the agenda.

PUBLIC COMMENT

Public comment for this meeting was captured within the Zoom platform and will be an addendum at the end of the minutes.

PRESENTATIONS

1. Merv Lapin Food Bank Appeal

Mayor McKibbin introduced the presentation on behalf of the Community Market Food Bank. *Mayor McKibbin called a recess at 6:15 p.m. and the meeting reconnected at 6:30 p.m. after switching meeting platforms.*

Merv Lapin presented his request for funding for the Community Market Food Bank. With the increase in people needing these services, Mr. Lapin is asking several towns for contributions. Request from the Town of Eagle is

\$50,000 with \$25,000 now and additional \$25,000 in two-three months if needed.

Board Comments: acknowledged the needs of the community and issue for funding. Directed staff to look at the budget and provide information to the Board at the next meeting.

CONSENT AGENDA

MOTION: Trustee Kevin Brubeck motioned to Approve the Consent Agenda with corrections. Motion was seconded and passed with a vote of 7 in favor and 0 opposed.

1. Minutes - March 10, 2020
Board Comments: Requested correction to John Buxman's name.
2. Minutes - March 19, 2020 Special Meeting
3. Audit Engagement Letter for Maggard & Hood PC, Jill Kane, Finance Director/Treasurer
4. Resolution 13, Series 2020 a Resolution of the Board of Trustees of the Town of Eagle, Colorado, Authorizing Release of Funds in Escrow Due to Completion of Public Improvements (Haymeadow)

STAFF REPORTS

1. Town Manager Update - COVID-19 Report
Brandy Reitter highlighted her update.

Board Comments: The Town is currently doing more than the state order operating with limited services for two weeks until this Friday. Inquiry on opportunities for public works staff to work. Staff is currently working individually; interviews are going as planned for Community Development Director. Brandy will assess operations based upon Eagle County orders. Assurance that essential staff are continuing to work. Brandy will assess the situation on a week by week basis and will inform the Board.

BUSINESS ITEMS

PUBLIC HEARING - LIQUOR LICENSE AUTHORITY

1. Modification of Premises/Addition of Sidewalk Service Area for Katch of the Day LLC; Address: 228 Broadway, Eagle, CO
Mayor McKibbin adjourned the Town Board into the Liquor License Authority.

Board Comments: Discussion on sidewalk area and distance for public access. The applicant will work with staff to assure the required distance is maintained to allow for public access of the sidewalk. Adjacent neighbors were also notified and did not have issues regarding the patio. Inquiry on making changes to the patio location for other events. Staff confirmed that restrictions on the patio will be addressed in the Encroachment Agreement, which the applicant has agreed to. Applicant Kat Conner stated she will put up barriers for the premises so patrons and public know the boundaries and will not block the sidewalk access. Inquiry on allowing use of public property and if the public can use it if this is granted. Town Attorney Matt Mire indicated that the modification and Encroachment/License Agreement does give use of the public property to the entity and we are granting the

exclusive use to those business owners when we approve these types of agreements.

Mayor McKibbin opened public comment.

Derrick Weimer inquired on real estate owned by the Town being given to the businesses. Town Attorney Matt Mire stated there is no precedence being set with this request. Outdoor dining decks are frequently town owned property and granted to business owners for their use.

Mayor McKibbin closed public comment.

Board Comments: Inquired if the Town can revoke the Encroachment/License Agreement if this does not work. Town Attorney Matt Mire stated yes, this is a revocable license.

MOTION: Trustee Scott Turnipseed motioned to Approve the Modification of Premises/Addition of Sidewalk Service Area for Katch of the Day LLC; Address: 228 Broadway, Eagle, CO. Motion was seconded and passed with a vote of 7 in favor and 0 opposed.

Mayor McKibbin adjourned as the Liquor License Authority and resumed the meeting as the Board of Trustees.

2. Community Development Budget Request

The Board of Trustees will review a request to reallocate funds to cover a fleet purchase the was not budgeted.

Brandy Reitter presented this item. This request is related to a vehicle that was ordered without a budget for it. Staff is requesting to reallocate funds from the Art Wall project that is being delayed until 2021. This amendment can be part of a larger amendment to be considered related to COVID-19. Timing for proposed amendment is scheduled for April 14th at this time.

Board Comments: Inquiry on consequence of spending money without approval. Brandy Reitter stated that approval from finance is required in the future before ordering. Budget management will be included in performance reviews.

MOTION: Trustee Kevin Brubeck motioned to Approve the reallocation of funds in the community development budget for the purchase of a vehicle. Motion was seconded and passed with a vote of 7 in favor and 0 opposed.

Mountain Recreation and Eagle School District Proposal - Noon Ball Program Change Request

3. *The Board of Trustees will review a proposal to make programmatic changes to the IGA for cooperative use of public facilities between Mountain Recreation, School District and the Town of Eagle.*

Trustee Solomon requested to delay this discussion until we get more details.

Mayor McKibbin confirmed consensus delaying this discussion.

Sandy Mutchler from the School District stated that this would not be effective until next school year and there is no urgency to have this discussion tonight. Janet Bartnik from Mountain Recreation agreed there is no issue on postponing this discussion.

Staff will place this item on a future agenda.

BOARD DISCUSSION AND FUTURE AGENDA ITEMS

Trustee Solomon: Would like an update on THOR. Expressed desire to support Brandy and staff and options for plans at the next meeting. Inquiry on a worksession to discuss budget implications and strategic decisions. Interest in holding this worksession with the new board after they are seated at the end of April. Interest in spending freezes on non-critical items, which is currently being implemented by Brandy. Brandy will bring outline of budget and operational updates to the next meeting.

Trustee Brubeck: Would like to direct as much focus we can on helping out the community.

Trustee Turnipseed: Inquiry on challenges for election polling at Town Hall and receiving replacement ballots. Brandy Reitter stated that the Town Clerk has an election plan, messaging includes encouraging people to mail in their ballots or use drop off location. The intent is to have as few voters as possible on the day of the election.

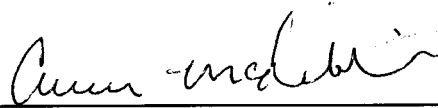
Mick Daly was invited to comment on the candidate's forum.

ADJOURN - 8:15 PM

MOTION: Trustee Matt Solomon motioned to Adjourn. Motion was seconded and passed with a vote of 7 in favor and 0 opposed.

Approved:

Date:



Anne McKibbin, Mayor



Jenny Rakow, CMC Town Clerk



ADDENDUM – PUBLIC COMMENTS

18:18:55 From Town of Eagle : I am stopping all video and muting people upon entry until 6:30

18:19:05 From Town of Eagle : We will start recording at 6:30. Thank you all for your patience!

18:22:41 From Town of Eagle : I will be muting everyone by default. Please use the chat to communicate

18:23:35 From Paul Witt : Hello all

18:23:43 From Town of Eagle : I am stopping video for all until 6:30, when I will bring the Trustees up

18:23:44 From Mick Daly : For you zoom newbies your mute and video controls are bottom left.

18:25:12 From Merv Lapin : Hi this is Merv. All the Towns are having the same learning curve.

18:26:10 From Derrick Wiemer : any sound yet? I haven't heard anyone speak. Just checking.

18:26:32 From Andrew Jessen : everyone is purposely muted until 630

18:26:53 From Derrick Wiemer : thx andy.

18:27:35 From Derrick Wiemer : thumbs up.

18:27:38 From Paul Witt : yes, Anne

18:27:41 From Merv Lapin : merv can hear you

18:27:46 From Town of Eagle : trustees unmuted

18:28:12 From J. Brian Hall : I hear you all

18:30:08 From Town of Eagle : ready when you are mayor

18:30:44 From scottschlosser : Sorry, I can't activate my camera because I don't have enough bandwidth.

18:35:40 From Derrick Wiemer : <https://eaglevalleycf.org/the-community-market/>

18:40:35 From Derrick Wiemer : many may know that the weekly simple supper that was hosted at the United Methodist church has also stopped due to gatherings and recent attendance issues and they are working closely with the community market as well to combine resources and is now just doing the community market.

18:40:59 From Town of Eagle : trustees, please mute yourself on your end

18:41:16 From Town of Eagle : it should be under your control now

18:53:57 From Derrick Wiemer : notice that there is mention of migrating servers in the notes---it would be great to perform a post-mortem move analysis on the town's BC planning to learn from things that could be done to always be ready to have applicable positions work remotely---not just from home.

19:10:22 From Kat Conner : That's me! ;)

19:14:17 From Derrick Wiemer : if these tables are on public way--are they available for public use that is not a patron of Katch?

19:19:01 From Derrick Wiemer : so we are then giving a business real estate that is owned by the town.

19:19:46 From Derrick Wiemer : how do not set a precedent of making this type of real estate available to all businesses.

19:22:00 From Derrick Wiemer : there is a town bench in that space today--what happens to that bench?

19:22:32 From Derrick Wiemer : the bench currently sits between the planters.

19:36:30 From Janet Bartnik : I have no issue with postponing discussion a month if you desire.

19:45:28 From Derrick Wiemer : thank you trustees and staff for making this available to the public. Be safe--take care of yourselves and your families. Appreciate your service!!

19:59:47 From Kyle : Thanks you guys for doing a great job through all of this.

20:02:46 From Andrew Jessen : thanks Derrick & Kyle!

20:04:17 From Mick Daly : The chamber today published the candidates' answers to 5 questions. By email, social media and the website.

20:06:45 From Kyle : Is there a sign on the Payment Box that also says it's for ballots?

20:07:27 From Anne McKibbin : Yes, there is a note on the box indicating ballots can be dropped off there.

20:11:24 From Mick Daly : Great work everyone. In some ways it's much better than Tuesday nights at Town Hall! I can hear and the video will be very much better. Oh and ZOOM is great.

20:11:48 From Town of Eagle : Glad to help, thank you all for your patience and flexibility!

20:13:34 From Mick Daly : Bill can police attendees - no problem!

20:13:49 From Town of Eagle : We did have 36 participants

20:14:57 From Janet Bartnik : Exactly, Andy! We hosted our board meeting last week with Zoom. We posted all but the link until 15 minutes before the meeting began to avoid the bots finding the link.

20:15:12 From Mick Daly : We use zoom with 1000 plus people - never an issue.