

Town of Norwood Board of Trustees

Wednesday, February 10, 2021
Regular Session 7:00 p.m.
NORWOOD COMMUNITY CENTER
1670 Naturita St, Norwood, CO 81423
- And - Via Zoom

CALL TO ORDER:

The regular meeting of the Town of Norwood Board of Trustees, San Miguel County, and State of Colorado was called to order by Mayor Kieffer Parrino at 7:01 p.m. and those being present were as follows:

ATTENDANCE:

Mayor, Kieffer Parrino	Present		
Trustee, Candy Meehan	Present	Trustee, Kerry Welch	Present
Trustee, Jaime Schultz	Present	Trustee, Shawn Fallon	Present

Town Administrator, Patti Grafmyer	Present	Town Clerk, Amanda Pierce	Present
Marshal, Mike Wilkerson	Present	Public Works Director, Tim Lippert	Present

Others: Kris Holstrom, Nancy Hrupcin, Deana Sheriff, Erica Bush, Carrie Andrews, Paul Hempel

PUBLIC COMMENT:

Norwood Parks and Rec District Director, Erica Bush, wanted to introduce herself to the Town Board. She would like to get connected with the Trail Projects and work together to ensure anything outdoors be collaborated with Parks and Rec in addition to other partners. She would like to have a work session with the board to go over the Master Plan of trails in coordination with Library, Parks and Rec, WEEDC, and Town. Kerry Welch suggested getting other community members involved with the work session, Candy Meehan also agreed and would like to work together. Jaime Schultz thought it would be a good way to restore the sense of community and time is of the essence. Patti Grafmyer also felt that the Master Plan needs updated, and it would be beneficial to meet as a group. Carrie Andrews suggested starting a trail map for in town on public walkways and then expand as the master plan gets updated and work sessions start happening. Additionally, Nancy Hrupcin would like for the Planning and Zoning Commission to participate as well. Kieffer Parrino will follow up with an email to Patti Grafmyer and Shawn Fallon regarding setting up a work session with partners.

APPROVAL/REVIEW OF CONSENT AGENDA:

- Minutes of January 13, 2021
- February Bills and Accounts

MOTION: Shawn Fallon made a motion to approve the Consent Agenda.

- a. Candy Meehan seconded
- b. All others approved. Motion Passed.

BOARD BUSINESS:

**Source Water Protection Report, Paul Hempel, Colorado Rural Water
(PowerPoint Presentation - attached)**

Paul Hempel stated the he estimates the grant match will be around \$3500 based on his additional education given throughout the community.

Town of Norwood could get up to seven 2x2 signs that say, "Drinking Water Protection Area". Jaime stated she would like to receive the free signs. Additionally, she would like to change the wording on #8 of the Town of Norwood Best Practice Management, she would like to avoid using words such as "prohibiting" but rather "Bad, Better, Best with ingredients".

Paul Hempel suggested once the Best Practices are approved then send out with utility bills, website, and any other means to get education out to the community.

Candy Meehan has been working with Mallory Heiss on the Children's Water Festival and Keep it Clean Campaign and Mallory will be following up with Candy.

Update on WEEDC – Deana Sheriff, Executive Director of WEEDC

Prior to Deana's presentation. Kieffer Parrino asked Deana to check their distribution list to ensure he receives their communication emails.

Deana Sheriff gave a presentation on all the things WEEDC has been doing since her last presentation to the Board of Trustees. Deana states there has been 8 new business open, supplying jobs for 22 people, in the last year. She states she is helping with the new RV park that could be set up outside Norwood and additionally helped/helping multiple businesses with the Payment Protection Loans; 68 businesses applied last year from Norwood or the West End of Montrose County.

She is available to our community businesses new or established and could be of assistance in rules, regulations or help with finding funding or grants.

Consideration of Approval of Resolution 0210 Series 2021; Waiving Certain Liquor License Renewal Fees

MOTION: Kerry Welch made a motion to approve Resolution 0210 Series 2021.

- a. Jamie Schultz seconded
- b. All others approved. Motion Passed.

STAFF REPORTS:

Public Works Report - *Tim Lippert, Public Works Director*

Tim Lippert states that he has hired Tray Sickels who started Monday. He is seeing an increase in fuel costs and believes it will continue to increase. He is working on trying to be more frugal with fuel to make it last longer.

Marshal Report - *Mike Wilkerson, Marshal* (Written Report – attached)

Candy Meehan stated that she agreed with the need for a new patrol car however she was unsure about the laptop and set up. Jamie Schultz and Shawn Fallon agreed with Candy's remarks, in addition Shawn Fallon was wondering the possibility of grants to help pay for a patrol car. Kerry Welch had concerns with the laptop set up and would prefer to spend the money elsewhere. Mike Wilkerson understood the concerns from the board and stated that he wasn't concerned if they did not approve it. The Board asked Mike Wilkerson to start looking into vehicles and costs and they will discuss for next budget period.

Administrator's Report - *Patti Grafmyer, Town Administrator*

Patti Grafmyer sent out the newest Public Health Order to the Board as an FYI.

The Town of Norwood received additional sales tax revenue than anticipated last year so Patti would like to earmark \$10k for air purifiers for local businesses. She felt this was a good way to keep our community safe while also giving back. Town administration will work on application and processes for businesses to apply for the air purifiers.

Town of Norwood received its first application for a Retail Marijuana Store from Alpine Wellness, LLC.

Administration would like to set for a public hearing on March 3rd at 7pm in person with option of Zoom. Then set

for final determination on March 10th at the regular board meeting. All board members agreed those days and time work for them.

Patti filed a claim with insurance. While Tim Lippert was plowing snow in the bobcat, a large snow/ice ball rolled off the snow pile and hit a parked car and dented the door. Unfortunately, insurance does not cover mobile equipment such as bobcat. Since the Town's insurance does not cover the accident, Patti would like the Board to support her in the idea of paying for the patron's deductible and possibly car rental, if needed. The Board agrees with Patti's plan.

Patti Grafmyer brought the idea to The Board to think about closing the administrative offices on Fridays. Fridays are normally slow with little to no phone calls or in person patrons. Her plan is to rotate an on-call schedule with herself, Shawn and Amanda on Fridays to ensure there is availability if there is a water break or other emergency.

MOTION: Candy Meehan made a motion to close on Fridays with an on-call schedule arranged for Fridays in case of emergency.

- a. Kerry Welch seconded
- b. All others approved. Motion Passed.

Special Committee Reports/Announcements:

Mayor Parrino - Kieffer Parrino would like to apologize for his email response regarding mask compliance that was sent from San Miguel County. Additionally, he would like to have a Standard Operating Procedure for public complaints to help avoid conflict such as the email. Other board members agreed. Kieffer stated he will spearhead the procedure process and get everyone's input next month.

Jamie Shultz – Would like to continue safer behavior in our community while still retaining our individuality.

Shawn Fallon – February 27th and 28th having a Charity Disc Golf tournament to raise money for the food bank, all is welcome.

Candy Meehan – Working on water projects such as Growing Smart, and Water Education Days.

ADJOURN:

MOTION: Candy Meehan made a motion to adjourn at 9:16pm.

- a. Kerry Welch seconded
- b. All others approved. Motion Passed.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED: 3/10/2021


Amanda Pierce, Town Clerk