

Town of Norwood Board of Trustees

Wednesday, February 14, 2024

Regular Session 7:00pm

Executive Session to follow regular session.

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 Candy Meehan at 7:00pm.

ATTENDANCE:

Mayor, Candy Meehan	ABSENT	Trustee, Shawn Fallon	PRESENT
Trustee, Jaime Schultz	PRESENT	Trustee, Morgan Rummel	PRESENT
Trustee, Niven Drybrough	PRESENT	Town Clerk, Amanda Pierce	ABSENT
Town Manager, Deana Sherriff	PRESENT	Deputy Town Clerk, Becky Hannigan	PRESENT
Public Works Director, Randy Harris	PRESENT		

Others: Makayla Gordon and Aimee Tooker via Zoom. Those in person are asked to sign in on the sign in sheet. Those who spoke will be called out in the minutes.

PUBLIC COMMENT:

None

CONSENT AGENDA:

Minutes of January 10, 2024

February Financials

MOTION: Shawn Fallon motioned to approve the consent agenda.

- Niven Drybrough seconded.
- All others approved. Motion Passed

BOARD BUSINESS:

Board of Trustee Ballot Announcement and Name Draw for Ballot Positioning

Becky Hannigan, Deputy Clerk read the Ballot Announcement and announced the three candidates given to her by Amanda Pierce, Town Clerk and Designated Election Official. Names were drawn to decide on placing the ballot. In order of which they were drawn and placed on the ballot: Micheal Grady, Shawn Fallon, and third Jaime Katherine Schultz.

Memorandum Regarding Revision to the San Miguel County Land Use Codes

Discussed the process of the San Miguel County board will read and digest hand out.

Letter of Support for the Dolores River National Conservation Area

MOTION: Niven Drybrough motioned to table discussion until the next board meeting for the Dolores River National Conservation Area.

- Shawn Fallon Seconded
- All approved. Motion passed.

SMETSA Member Entities IGA Discussion

MOTION: Morgan Rummel motioned to direct staff to contact Chris Brody to come and do a presentation about the SMETSA.

- Shawn Fallon Seconded
- All approved. Motion passed.

Reimbursement Request for Harvard Education Course of \$1000.00 to Mayor Meehan

MOTION: Niven Drybrough motioned to table the request for \$1000.00 for reimbursement for Mayor Meehan.

- a. Morgan Rummel Seconded
- b. All approved. Motion passed.

Special Event Liquor License Application, West End Sledders 1670 Naturita St. Norwood CO

MOTION: Morgan Rummel motioned to approve the application for the special event liquor license for the West End Sledders.

- a. Shawn Fallon Seconded
- b. All approved. Motion passed.

Resolution No. 0214 Series 2024 A RESOLUTION REGARDING AGENDA PREPARATION AND MEETING PACKETS

MOTION: Shawn Fallon motioned to approve Resolution No. 0214 Series 2024, A Resolution Regarding Agenda Preparation and Meeting Packets.

- a. Niven Drybrough Seconded
- b. All approved. Motion passed.

SPECIAL DISTRICT AND STAKEHOLDER REPORTS:

Liza Tanguay from Norwood Parks and Rec. mentioned that the Charlie Fowler Climbing wall will be up by March 5th. Their district survey has been put out to begin the process of redoing their master plan and wrap up will be March 15th. **Kiosk** dropped off the conceptual drawings for the Kiosk, has reached out to the school for help with building it. Will come back to the town for position placement of the Kiosk in the pocket park. Daiva is now Program and Events Manager. Audition for the next play is Feb. 29th. Jaime Schultz reported for Daiva on Music on the Mesa. Jaime Schultz read all the plans happening for Music on the Mesa which included, timelines for walk arounds, marketing, and donors. Wayne the Train Hancock will be the band for the first concert on June 16th.

STAFF REPORTS:

San Miguel Sheriff's Office Calls for Service – report reviewed. No questions

Public Works Director, Randy Harris –

- Dry month so Public Works has been working on Potholes.
- Replacing some outdated signs in Town.

Town Manager, Deana Sherriff –

- Talked about the written report regarding policies and procedures.
- Have been doing review of town properties and ensuring staff have the tools they need to do their job.
- Have a good team and completed a SWOT that now gives us to dos.
- Would like to do a SWOT with the Trustees and make sure there is an alignment.
- Doing clean up with banking
- Microsoft 365 upgrade has had some issues but is working on them.
- Newsletter will be going out with the bills this next cycle.
- New website possible going live April 2nd. Will be ADA compliant.
- Department heads have been asked to get written reports in for the packets.

Town Clerk, Amanda Pierce –

- The board had read the report. Had some discussion on the Building Better Communities training that Amanda and Becky are going to March 6th, 7th, and 8th.

Code Enforcement Officer, Sharon Pape

Written report discussed. No questions.

MAYOR AND TRUSTEE REPORTS:

Mayor Meehan – Full written report was reviewed.

Morgan Rummel -

- Mr. Bittner has resigned from the school and there is a meeting on Friday for stakeholders at 6:30pm Room 120. Dr. Sinner will be in all day to take comments.
- The school board has applied for the BEST Grant again.

EXECUTIVE SESSION

Discussion of a Personnel Matter

CRS 24.6.402(4)(f) For discussion of a personnel matter

Motion: Morgan Rummel motioned to go into Executive Session under CRS 24.6.402(4)(f) for purpose of discussion of the personnel matter.

- a. Niven Drybrough Seconded
- b. All approved. Motion passed.

cont... Regular Meeting: Time In is 8:06pm

Motion: Niven Drybrough motioned to approve the revised budget that was presented.

- a. Morgan Rummel Seconded
- b. All approved. Motion passed.

ADJOURN:

MOTION: Morgan Rummel made a motion to adjourn at 8.08pm

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED: *March 13, 2024*

Becky Hannigan
Minutes Taken by: Becky Hannigan, Deputy Town Clerk

Amanda Pierce
Amanda Pierce, Town Clerk