



OFFICIAL MINUTES

Town Council Regular Meeting | 5:30 PM

Tuesday, July 8, 2025

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

Meeting Access Information and Public Participation:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/87063014773>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 870 6301 4773

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. Call to Order

Mayor Earle B. called the meeting to order at 4:30pm.

2. Roll Call and Pledge of Allegiance

Council present: Mayor Earle Bidez, Mayor Pro Tem Eric Gotthelf, Town Council members Lynn Feiger, Gusty Kanakis, Tom Priest, and Brian Rodine. Note: Kate Schifani was absent Tom P. arrived at 5pm.

Staff present: Town Attorney Mike Sawyer, Town Manager Rob Gutierrez.

3. 4:30 PM Executive Session

A. Highlands Parcels Valuation

- i) Executive Session pursuant to C.R.S. 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

Motion by Gusty K., second by Eric G., to convene in Executive Session pursuant to C.R.S. 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Motion passed 7-0.

The Council convened in regular session at 5:35pm.

Those present included Mayor Earle Bidez, Mayor Pro Tem Eric Gotthelf, Town Council members Lynn Feiger, Gusty Kanakis, Tom Priest, and Brian Rodine. Note: Kate Schifani was excused absent.

Staff present: Town Attorney Mike Sawyer, Town Manager Rob Gutierrez, and Town Clerk/Treasurer Jay Brunvand (zoom).

4. Approval of Consent Agenda

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

- A.** 06-18-2025 Minutes
- B.** Liquor License Temporary Permit - Minturn Mile Liquors
- C.** 302 Main Street - Addition to a Single Family Residence
- D.** 0020-0022 Abby Road - New Duplex Residence
- E.** Resolution 28 - Series 2025 A Resolution Appointing Check Signers

Motion by Gusty K., second by Eric G., to approve the Consent Agenda of July 8, 2025. Motion passed 5-0. Note: Kate Schifani was excused absent and Lynn F. stood recused due to a conflict of interest.

5. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Add Discussion/Direction on the Highlands Parcel

Motion by Eric G., second by Gusty K., to approve the Agenda of July 8, 2025 as amended. Motion passed 6-0.

6. Declaration of Conflicts of Interest

7. Public Comment

Citizens are invited to comment on any item on the Consent Agenda, or not on the

regular Agenda subject to a public hearing. Please limit your comments to five minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

Eric G. attended and updated on a Climate Action committee he attended.

Earle B. noted the Independence Day Parade for their golfcart entry.

8. Council and Committee Reports

9. Staff Reports

10. Special Presentations

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

11. Business Items

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

A. Resolution 26 - Series 2025, A Resolution Awarding the US Hwy 24 Improvements Contract for Phase 2 Sidewalks

Staff has received a qualified bid from Phoenix Industries LTD and Notice to Proceed from CDOT is requesting approval of Resolution 26-2025 awarding a construction contract for pedestrian improvements in the Phase II section of Hwy 24 in the amount of \$1,198,937.04 and is asking Council to approve this Resolution as presented.

Motion by Eric G., second by Gusty K., to approve Resolution 26 - Series 2025, A Resolution Awarding the US Hwy 24 Improvements Contract for Phase 2 Sidewalks

B. Resolution 27 - Series 2025, A Resolution Awarding the Contract for North Main St. and Cemetery Crossing Safety Improvements

Jeff S. presented. This Resolution approves and accepts the bid from 360 Civil Inc to construct and install the crosswalk and pedestrian signage at Cemetery Road and the North Main Street work between the intersection of Main and RR Ave (Saloon stop sign) and approximately the railroad tracks. By bidding these two projects together the town was able to save money.

- Cemetery Road Crossing: Original Bid: \$72,000.00. Revised Bid: \$59,500.00 Budget: \$55,000.00
- Main Street: Original Bid: \$423,134.00 Revised: 360 Civil \$276,501.00 Strategic Fence \$ 24,235.00 Revised Total Bid: \$300,736.00 Budget: \$332,000.00

Motion by Tom P., second by Lynn F., to approve Resolution 27 - Series 2025, A Resolution Awarding the Contract for North Main St. and Cemetery Crossing Safety Improvements as presented.

C. Resolution 29 - Series 2025, A Resolution for Selection of an Ultrafiltration Membrane Supplier for Minturn WTP

Water Engineer Jarod Limke was on zoom to present. On behalf of the Town of Minturn, HDR published a Request for Proposals (RFP) via Bidnet on May 16, 2025. The RFP solicited proposals from qualified manufacturers or suppliers of ultrafiltration membrane systems to provide detailed design documents to be used as the basis of the concurrent water treatment plant design project. Further, membrane system suppliers were to provide a firm with a fixed price for supply of their equipment that is intended to be purchased by a yet to be awarded general contractor. The proposing period closed June 20, 2025, and four proposals were received. HDR evaluated each proposal with respect to the weighted evaluation criteria identified in the RFP. The engineering recommendation is to proceed with MEMCOR.

Evaluation Criteria	Criteria Weight	FACT Water	MEMCOR	WesTech	Wigen
Suppliers demonstrated experience with similar projects in the Mountain and Pacific Time Zones	30%	7.5	30.0	15.0	30.0
Supplier equipment ability to fit within the proposed process area and meet the performance requirements	25%	15.0	22.5	16.9	16.3
Suppliers completeness of proposal and proposal forms	10%	5.0	10.0	7.5	7.5
Reasonableness of price proposal based on a comparison of prices among competing offerors and other available information	35%	21.0	21.0	35.0	28.0
Total Score (Maximum of 50)	100%	48.5	83.5	74.4	81.8
Proposal Pricing					
Submittals / Shop Drawings		\$75,000	\$95,600	\$68,700	\$95,000
Total (Inc'l Submittals)		\$1,405,229	\$1,390,100	\$694,214	\$1,062,000

Lynn F. asked about the \$700,000 price variance between the RFP's; Jarod L. detailed. Discussion ensued as to the scoring process between the recommendation, MEMCORE, and the low bidder, WesTech, and the need to look to save on costs. Lynn F. asked for references on one of the RFPs.

Tom P. noted two lesser bids are \$300K-\$700K below MEMCORE.

Earle B. expressed concern that going with the lowest bid on a water plant does not seem to be in our best interest.

Gusty K. noted that this is the bid our engineer and our plant operator support.

Mike S. noted these are fixed price bids and include future support and long-term use of the product and their respective firms. In the event we cannot afford to move forward, we would be able to hold the engineering and then go to build at a near term deadline (a year or so). In short, we complete the engineering to a specific level and move forward with the hardgoods at a later date.

Motion by Tom P., second by Brian R., to approve Resolution 29 - Series 2025, A Resolution for Selection of an Ultrafiltration Membrane Supplier for Minturn WTP as presented. Motion passed 6-0.

Jarod L. noted the schedule is on track and we are looking forward to 90% drawings for September.

12. Discussion / Direction Items

A. Highlands Parcels RFP Process

The Town of Minturn, Colorado ("Town") is seeking proposals from qualified organizations, individuals, and developers for the purchase conservation and/or conservation style development of two adjacent Town-owned parcels located off Notch Mountain Road, approximately one-quarter mile west of U.S. Highway 24 in Minturn, Colorado. Through this Request for Proposals (RFP), the Town aims to identify a purchaser whose vision, experience, and capacity align with the Town's goals for thoughtful land use, land conservation, habitat protection, and long-term community benefit.

Lynn F. felt this was the most expensive piece of land we have.

Rob G. stated we would like a subcommittee to work with staff to interview potential brokers then come back in August for approval. This would dovetail into an RFP process that would include our wants (open space, conservation, cash to the town, etc.).

Direction given was to proceed with the RFP process and Lynn F and Tom P. will be on the committee with staff.

B. Municipal Advisor Discussion - Next Steps

Rob G. noted he has five interested parties. He would like a subgroup to interview and then appoint in August. They would assist with water plant funding. They have a fiduciary duty to us to allow us to make the best decisions.

Direction was to proceed with interviews and to bring forth an agreement.

C. Taylor St. Repaving Next Steps

Note: this item was taken up as item "A"

The Council raised several questions regarding the estimated cost and feasibility of several options to the Taylor Avenue reconstruction project at the June 4, 2025, Town Council meeting. Please note the following estimated costs were prepared without detailed engineering or contractor input and need to be used with caution as they represent only a Rough Order of Magnitude (ROM):

Executive Summary:

Estimated cost to reconstruct Taylor Ave.:

- Reconstruct roadway in place \$850,000
- Adding 4-foot-wide concrete pan increases the cost \$190,000: \$1,040,000
- Adding 4 foot wide asphalt drainage increases the cost \$110,000: \$960,000

Delete pavement reconstruction from Lions Lane to Minturn Road:

- Savings for deleting the serviceable portion of Taylor from the project: \$85,000

Improve the Taylor Avenue/Minturn Road Intersection:

- Reroute Taylor through Town Tract C: Not recommended.
- Add pedestrian island at intersection: \$32,000

Remove “Hump” in Taylor:

- Regrade Taylor to remove “hump” in road: Not recommended.
- Add fill to reduce the grade above Lions Lane: \$50,000

Add speed dips (4 @ \$5,000 each) \$20,000

Reconstruct Minturn Road from Taylor Avenue to Railroad Crossing: \$320,000

Action Item:

Provide direction for the alternatives to be included in the design of the Taylor Avenue reconstruction.

Tom P. commented that it might be prudent to hold off this year, reassess the funding and the plans, reevaluate the desires of the neighborhood, and then proceed.

Discussion ensued as to how to address the other road concerns including the steepness, the Taylor/Minturn Rd intersection, and addressing the “hump” in the road.

Earle B. recommended moving forward with our current plan and then address the other issues later.

Direction was to reconstruct from Lions Lane to the top of Taylor St, then delete the Lions Lane to Minturn Rd, add dips in appropriate locations on Taylor St.

13. Future Agenda Items

A. Future Meeting Topics

Xcel franchise

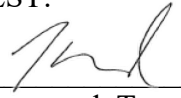
14. Adjourn

Motion by Eric G., second by Brian R, to adjourn the meeting at 7:37pm.



Earle Bidez, Mayor

ATTEST:



Jay Brunvand, Town Clerk



Future Meetings:

- July 16, 2025 – Council Meeting
- August 6, 2025 – Council Meeting
- August 20, 2025 – Council Meeting
- September 3, 2025 – Council Meeting

Information Only Items

- 6/19 AND 6/24 - ZONING UPDATE OPEN HOUSES