To: Minturn Town Council
From: Jay Brunvand
Date: February 19, 2025
RE: Town Manager Update

Interim Managers

With Michelle's departure, the town has completed our interim management transition. As discussed previously, I will be handling in-house and the general town issues and Katie will be handling the major capital projects.

MuniBilling Utility Billing System

On February 1 we moved off the ERWSD billing system and on to a new system provided by MuniBilling. This change came about through concerns ERWSD had continuing our pervious arrangement and ever rising monthly costs.

July 2, 2025 Council Meeting

In an effort to be in front of the curve, the July 4, 2025 holiday is on Friday this year and as such will be a busy week and long weekend. Minturn will be holding our events on Wednesday July 2. As we will be having both day and evening events on Wednesday, 7/2, and that is a council meeting night, I will be planning on canceling that meeting. In the event we have a conflict we may schedule a special meeting but the hope is that we don't need that. By planning this in advance we can make sure we don't publish a public hearing or the like and can avoid any conflicts.

March 5 Council Meeting

Staff is looking at having a work session to start the 3/5/25 meeting. The session will cover the Taylor St Paving and the Railroad Ave. Pedestrian Improvements, and will be presented by Town Engineer Jeff Spanel. This will allow Jeff to give a more complete picture of the two projects for the council and citizens.

Minturn Education Fund

The Minturn Education Fund committee has been busy getting the 2025 Scholarship program ready. At the 2/12 meeting we approved the application, review process, and other related items. The application is available to any student for secondary education needs. This is not limited to traditional college and can be used for trade schools or the like. The

Community Dinners

There have been two community dinners so far and the last one is scheduled for March 10. Details are on the Town website.

Water Line Freezing

As a heads up, we have had several frozen service lines recently. Most have been minor where the meter freezes. A new meter is delivered and replaced. This has been a hard winter in that we have had snow but the traditional blanket of snow that helps insulate the ground is not as deep or in some cases is not present. This has only exacerbated the situation. Kudos to Public Works and John Volk for their assistance and efforts with these issues. Mary Beth