



SPECIAL BOARD OF TRUSTEES MEETING

Friday, January 30, 2026, at 6:00 PM

Palmer Lake Town Hall – 28 Valley Crescent, Palmer Lake, Colorado

MINUTES

Call to Order/Roll Call - A special board of trustees meeting was called to order on January 30th at 6:01 p.m, Roger Moseley, Atis Jurka, Dennis Stern, Tony Beltran & Beth Harris

Pledge of Allegiance

Consent Agenda

1. Minutes from January 08, 2026, Meeting

Motion to continue the approval of the minutes to the next meeting. (Jurka, Beltran) Roll Call Vote.

Approve: Moseley, Jurka, Stern, Beltran, Harris

Deny:

Motion Passed Unanimously. 5-0

Business Items

2. Discussion/Confirmation Regarding Hearing/ Election Date - The Board continued discussion regarding the Monument Ridge West, LLC annexation (commonly referenced as the Buc-ee's annexation), focusing on the relationship between the hearing process and any election timing under the Town's code. Town Clerk Romero stated she was unable to provide direction or information pertaining to the discrepancies with the election and hearing date until legal council is retained.

Trustee Moseley referenced the October 23, 2025, meeting and stated that an election date discussion occurred late in that meeting, following public comment, and that a motion was made to move an election date to February 19. He emphasized that, the dates were separately set for February 5 during the October 2 meeting and were not discussed during the October 23 election-date discussion. He then cited Title 17, Chapter 14.040(B), 8 of the Town Code, stating that the Code places an election after completion of the hearing process. Based on that interpretation, he stated he did not believe an election could be set prior to completion of the required hearings and asked whether the Board had consensus to follow the Code as written. The Mayor responded that the September 19 election may have impacted the Town's annexation/election process and reiterated his opinion that the Town should obtain a declaratory judgment to establish firm legal standing before finalizing the process moving forward.

Additional discussion occurred regarding prior legal discussions and draft resolutions previously brought forward by former Town Attorney including ballot language and election-date resolutions. It was noted that there are concerns about items being listed as “failed” in the online repository when they were continued but not returned to the agenda.

Trustee Moseley made a motion stating the Town should follow the current code and process for the items before us. Trustee Jurka raised two clarifications: (1) concern with applicants influencing ballot language, and (2) reference to a Gazette/Telegraph article stating Buc-ee’s was no longer coming to Palmer Lake, requesting confirmation of any official notice. It was stated the only formal notification received was correspondence provided to the Town Clerk and included in the Board packet. Town Clerk Romero confirmed receipt of correspondence related to Monument Ridge West, stated it had been distributed and entered into the record, and clarified she could not provide legal interpretation without counsel. An opinion was offered a non-legal summary that the correspondence indicated the applicant would participate in hearings “under protest” if hearings were held before an election. Trustee Moseley provided his opinion on what the letter meant. Trustee Moseley stated his motion stands that we abide by the code as it is written and that the election is the last step in the process. The mayor provided clarification regarding Trustee Jurka interpretation pertaining to the writing of the ballot language. The Mayor called for a second to the motion. Town Clerk Romero noted that the agenda item had been noticed only as a discussion and confirmation regarding the hearing and election dates, and was not prepared as an action item. She requested direction from the Board on whether they wished to amend the agenda to allow formal action. Trustee Moseley disagreed, stating the motion was appropriate under the current discussion, and the Mayor then opened the item for public comment.

Public Comment

Mark Waller - expressed concern that the Board was considering taking action on matters not properly agendaized. He stated that any action item requires at least 24 hours’ public notice and emphasized the importance of transparency and allowing public participation. He recommended that any vote related to the annexation process or election procedures be properly noticed and placed on a future agenda.

Steve Draper - commented on the agenda process and noted challenges he perceived regarding placing items on the agenda.

Darren Fike - clarified that the Board’s discussion appeared specific to the Monument Ridge West annexation and was not intended to establish permanent policy, but rather to follow the existing Town Code for that particular annexation process and stated it was acceptable to take a vote.

Kevin Dreher- stated that the agenda listed the item as discussion and confirmation, not action, and expressed concern that any vote without proper notice could affect future annexations. He emphasized the need for consistency and transparency.

The mayor stated we need set consistent policy for current and future annexations. The Mayor stated he could not support taking action tonight. It could be put on a future agenda item and vote on it. Trustee Moseley stated his disagreement and proceeded with a new motion.

Motion to continue the hearing and election date of the Monument Ridge West Annexation to February 19th. (Moseley, Harris) Roll Call Vote.

Accept: Moseley, Jurka, Harris,

Deny: Stern, Beltran,

Motion Passed. 3-2

3. Discussion/Update Interim Town Attorney - An update on the interim town attorney was provided, with 16 attorneys contacted to date, and some having no capacity or time for the town's needs. The process of securing legal counsel for the Town is ongoing. The Request for Proposals (RFP) for a permanent Town Attorney is advertised to close on February 5 at 5:00 PM, after which staff will review the submissions and present them to the Board for consideration. If the number or qualifications of applicants are not sufficient, the Board may choose to extend the RFP period to allow additional firms to apply. The option for possibility of engaging an interim Town Attorney to ensure continuity of legal services while the permanent selection process is completed was discussed. The Board anticipated discussing interim options and determining the best course of action at the February 12 meeting, including whether to proceed with an interim appointment or select from the permanent RFP applicants.

The overall objective is to secure the most qualified legal counsel for the Town as efficiently as possible, whether through the permanent RFP process or an interim appointment. Availability, including the ability to attend regular Thursday meetings, will be an important consideration in the selection along with the cost. An interim appointment, if pursued, could be structured for a defined period, such as six months, with the option to extend or return to the RFP process if needed.

4. Discussion/Direction on the Process for Appointing Replacement Trustees, Including Review & Revision of Interview Questions The process of appointing replacement trustees, including review and revision of interview questions. The Board discussed the process for appointing replacement Trustees, including reviewing and refining interview questions to ensure a clear, consistent, and fair selection process. The application period for the vacant Trustee positions has closed, and four applications were received. Interviews and potential appointments are scheduled for the February 12 work session at 4:30 p.m., with formal action anticipated during the regular meeting.

Trustees were asked to submit proposed interview questions, with a recommended limit of three questions per Trustee, to Town Clerk Romero by February 4. Staff will compile and track the questions during the interviews to ensure consistency and avoid duplication.

Staff also provided an update on the remaining Board vacancies and will continue to keep the Board informed as the process moves forward.

Town Clerk Romero requested direction regarding preparation of the appointment resolutions. Historically, the Town Attorney prepared and reviewed resolutions prior to presentation to the Board for official action. Due to the current absence of legal counsel, Clerk Romero requested guidance on how to proceed. The Board discussed using existing templates

for appointment resolutions and, if needed, seeking review through CIRSA or other available legal resources.

The Board directed Trustees to submit their interview questions to Clerk Romero by February 4, and confirmed that the appointment of two replacement Trustees would be placed on the February 12 regular meeting agenda for consideration.

Trustee Beltran shared his appreciation for involvement and the public interest in the Board of Trustee vacancies.

Public Comment - *Public comments are encouraged to be emailed to the Town office at info@palmer-lake.org with subject line of Public Comment (24 hours prior to meeting) and shall be distributed and read at the meeting. Otherwise, please be recognized to speak, sign in, and address the Board on matters not on the agenda. Thank you!*

Board Reports

Trustee Moseley stated the Town is looking for a new administrator and suggests reaching out to the public in Palmer Lake for potential candidates and directs them to contact Town Clerk Erica Romero. Erica reminded the board they are still currently under contract with SGR for the recruiting of this position.

Trustee Jurka reminded the board on the status of the Dark Sky Initiative.

Mayor Stern provided an overview on the Tri Lake Economic event he attended and spoke at.

Trustee Beltran thanks everyone for their support.

Trustee Jurka stated there is interest for anyone looking to open a business in Palmer Lake.

Adjourn

Adjourned at 7:54PM(Beltran, Moseley)

Town Clerk- Erica N. Romero

Mayor Dennis Stern