



BOARD OF TRUSTEES MEETING

Thursday, October 13, 2022 at 5:00 PM

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

MINUTES

Call to Order. Trustee Havenar called the meeting to order at 5:01 pm.

Pledge of Allegiance

Roll Call. Present: Trustees Nicole Currier, Karen Stuth, Glant Havenar. Jessica Farr arrived about 5:10 pm. Excused: Mayor Bill Bass, Trustees Sam Padgett and Darin Dawson.

Presentation

1. Police Department Ceremonial Oath of Office and Awards. Chief Vanderpool administered the oath of office to Officers Ramirez, Olson, and Perry. Lt Lundy presented the Life Saving Award to Officer James Bentley.

Consent Agenda

MOTION (Stuth, Currier) to approve the consent agenda including 2) Minutes from September 22, 2022, meeting minutes and 3) Checks over \$15,000 - CIRSA and Bradley Excavating. Roll call vote – aye 4; nay 0. Motion passed.

Staff/Department Reports

4. Water. Report in the packet.
5. Public Works including Roads & Park Maintenance. Supervisor Dosch provided an update on the activities with parks. He reported that GMS was selected for the RFQ for the design work of the Palmer Lake elementary school roadway improvement project. The result of the ad for bids was reviewed noting only one bid over the budgeted estimate was declined and that staff will rebid the project early in 2023. Trustee Stuth inquired about the pedestrian bridge lighting and Dosch reported he is working with CORE for a power source in the vicinity for future parking and lighting the bridge as well as electricians for the design of the lighting options to forward to the railroad for approval.
6. Police. Report in the packet with no questions.
7. Fire. Report in the packet with no questions.
8. Administration. Report in the packet.

9. Attorney. Attorney Krob addressed recent concerns of signs in town and suggested that, with the adoption of the recodified code, the sign code be a priority to review and amend. It was inquired to set a moratorium on signs until this review is complete. Board members agreed to hold on any new signs.
10. Administrator/Clerk. Collins provided a report on the public forums held for the community master plan and the upcoming hearing on 10/19 to adopt the plan. Water line improvements are taking place on portions of Walnut. A news item was posted to the town website informing citizens of options if Waste Management was no longer an option. Trustee Havenar also added that Infinite Disposal is accepting new accounts. Collins reported that a neighborhood meeting took place in the Virginia area to place culverts under the roadway assisting with drainage from property. The town hall renovation project was nominated for a civic restoration award with Historical Preservation Alliance and GMS and TN Parker will be invited to share in the award at an upcoming meeting. Pikes Peak Library is planning interior renovation in early November and will place a POD storage container near the green for temporary storage of fixtures.

Business Items

11. Special Event Application - Christmas Tree Lighting (12/2). Trustee Havenar requested permission from board members that she and Karen be allowed to vote on this item for a PLEDG event. She invited Lonnie and Lindsay to speak about the Christmas Tree Lighting on 12/2 at 7pm. Additional events being planned were reviewed. Julia Stambaugh reported that she is working with PLEDG and departments to coordinate the event details. MOTION (Farr, Currier) to approve the event and waive the fees. Roll call vote – aye 4; nay 0. Motion passed.
12. Resolution 45-2022 to Authorize Road Improvement to S Valley. Public Works Supervisor Dosch explained the requested quotes for the roadway improvement at S Valley since the bridge restoration project was not taking place this year. This project was budgeted but he was holding funds to cover the bridge work. Two bids were received, and he reviewed the low responsible bid from Martin Marietta and the improvement work. He explained that the excess material will be utilized at the top of the roadway into the elephant rock property off Hwy 105. MOTION (Currier, Farr) to approve Resolution 45-2022 to authorize an agreement with Martin Marietta for the road improvement. Roll call vote – aye 4; nay 0. Motion passed.
13. Resolution 44-2022 to Authorize Residential Well Agreement (822 Meadow Lane). Mr. Kurt Ehrhardt explained the request to drill a well for this completed single family home. MOTION (Farr, Stuth) to approve Resolution 44-2022 to authorize the residential well agreement at 822 Meadow Lane. Roll call vote – aye 4; nay 0. Motion passed.
14. Consider Request to Issue Multiple Well Permits for Elephant Rock Acres, 5 Lots. Discussion took place with Mr. Ehrhardt about the lots requiring drilling and his preference to conduct the drilling at one time prior to submitting land use applications to build homes. Staff explained supporting this request with a respective well agreement for each lot and noting payment to be made at the time of application for a building permit at the cost established by the master fee schedule. MOTION (Farr, Stuth) to approve the request as staff recommended. Roll call vote – aye 4; nay 0. Motion passed.
15. First Reading of Ordinance to Adopt (Recodified) Town Code and Set Hearing. Attorney Krob explained the two-reading process for the adoption of the new code. Members discussed wanting

to review the new code compared to what code exists and the redline version. Staff stated the recodification is unable to be edited at this point and that the Board has the authority to adopt an ordinance to amend any portion of the code. Staff suggested that all sections be reviewed going forward to not expend additional funds on the project and to have one inclusive document that all parties have access to work from. Discussion focused on language relating to the past commissioner role of board members being removed from the code. Ms. Marty Brodzik expressed frustration of going through the code for the master plan. Mr. Roger Moseley warned the members about the short-term rental code being poor and needs attention. Ms. Nikki McDonald spoke about what was expected with the code and inquired what the past attorney did on this project. Ms. Brodzik stated the original short term rental code adopted in October of 2021 is illegal due to zoning conflict. Attorney Krob clarified that if an ordinance is passed allowing a use it is legal regardless of being in zoning code and repeated the process of codification. Mr. Moseley explained further details of short-term rental requiring a conditional use for a quantity of non-owner-occupied units only but unlimited for owner occupied rentals. Mr. Bill McDonald inquired why the board would not get the adoption done and then review the code by priority. Mr. Mark Thompson, owner of Tanglewood Trailers, inquired about the accuracy of the code work from Municode. Trustee Currier suggested moving forward with the adoption of one searchable accessible document to amend moving forward. Mr. Thompson suggested having a workshop with the public to verify changes. Board members discussed options of workshop dates and prolonging the adoption. MOTION (Stuth, Farr) to hold a workshop on Monday, November 7 at 4 pm to review the recodified version of the code with the redline version and set the public hearing with the first reading of the ordinance at the November 10 Board meeting. Roll call vote – aye 4; nay 0. Motion passed.

16. Distribute Revised Draft 2023 Budget. Trustee Havenar stated the updates were provided to Board members and will be reviewed in the workshop following the meeting.
17. Discussion/Direction on Water Billing Rates. Collins reviewed the history of the rates not being increased or data and billing being managed appropriately. A few questions were proposed for the board preparing for the next rate increase (3% by resolution) including increase two rates that were previously short to get to the intended rate and to consider an analysis of the current data and anticipated revenue against the required loan obligation. Ms. Marty Brodzik spoke about the loan payments and the urgency to act on increasing water rates. Mr. Roger Moseley stated an analysis should be done. Consensus was to direct staff to initiate an analysis of rates to meet the loan obligations and bring this item back.

Public Comment

Ms. Marty Brodzik told the board that the largest issue before them is the water fund. She implied that the revenue discussions were misleading to the citizenry about general fund when the issue is the water fund. Mr. Roger Moseley expressed concern about development in the town where there is no water. He stated the master plan discourages large development and restated the short-term rental code needs to be addressed for limits and proper zoning. Mr. Mark Thompson informed the board members to “do your homework” and offered feedback on leaders not supporting business.

Board Reports

Trustee Stuth reviewed the success of the Economic Development workshop hosted by PLEDG and noted the upcoming shop local campaign on 11/26. Trustees also expressed gratitude to Onan Floyd

(Tripp) for the donation of a living Christmas tree to be planted in the green near the gazebo. Trustee Havenar reviewed the PPACG meeting including adoption of the transportation study. She also directed research work for grants on charging stations in the town for parks.

Next Meeting (October 27) and Future Items

MOTION (Stuth, Farr) to recess for five minutes prior to starting the budget workshop. Motion passed.

The workshop began at 7:55 pm.

Due to one Board member leaving for a family emergency, a quorum was no longer present to complete the balance of the agenda. The meeting adjourned at 9:16 pm.

Mayor William Bass

ATTEST: Dawn A. Collins, Town Clerk