



BOARD OF TRUSTEES

Thursday, March 31, 2022 at 5:00 PM

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

MINUTES

Call to Order

Pledge of Allegiance

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

Consent Agenda

MOTION (Farr, Stuth) to approve the consent agenda including Minutes from March 10, 2022, Meeting and Financials (February). Roll call vote – aye (5); nay (0). Motion passed.

Staff/Department Reports

4. Attorney – none.
5. Administrator/Clerk – Deputy Clerk Julia Stambaugh read Administrator/Clerk Dawn Collins' report. There are few items remaining to finish with the Town Hall restoration. There are some pieces of equipment to be switched out. The television is to be connected and tested. Staff is gathering quotes to address the structural issues of the library/museum building. They are also formulating a landscaping plan to regrade the library parking lot area to move water away from the building. Update on Pedestrian Bridge and Railroad issues – GMS is finalizing the design plan to address the erosion at the west abutment of the pedestrian bridge with an estimate forthcoming. The BNSF representative informed the Town that string lights on the bridge is not allowable, as it was not part of the original approved plan. BNSF is exploring options that may be considered. GMS engineering will also draft a concept letter for the use of the westside right-of-way of the railroad. Master Plan update – the community engagement map activity is being conducted by the advisory team members. The information is posted at the Town website under Planning Commission Master Plan page. There is also a report on the revised timeline.

Public Comment

Resident, Jina Brenneman, stated that the Elephant Rock property could be of benefit to the community and the residents of Palmer Lake or for the benefit of Monument. It will be a legacy vote for this Board of Trustees.

Public Hearing

6. Public Hearing: Minor Subdivision of French's Hill Parcel 6-8 to 4 lots (Willan). Tom Rogers represented the Willans at the meeting. No questions were asked. Mayor Bass closed the hearing.
7. Public Hearing: Minor Subdivision - French's Hill Parcel 10 to 3 lots (Ball). Shana Ball discussed the use of her property to create another assisted living facility. Trustee Stuth questioned the zoning of the area. Tom Rogers stated it was zoned C1 commercial. Mayor Bass closed the hearing.

Business Items

8. Special Event - 24 Hours of Palmer Lake Endurance Run 10/08-10/09. The event coordinators Lance Pierce and Jennifer Brown presented their event and stated how excited they were to be holding the event in the community. They want to give back by donating \$5 of every registration to the Parks Committee. The board members thanked them and welcomed them to the Town. MOTION (Currier, Stuth) Roll Call vote – aye (5); nay (0). Motion passed.
9. Resolution 20-2022 to Approve French's Hill Subdivision (Parcel 6-8 to four lots). MOTION (Farr, Currier) to approve Resolution 20-2022 as presented. Roll call vote – aye (5); nay (0). Motion passed.
10. Resolution 21-2022 to Approve French's Hill Subdivision (Parcel 10 to 3 lots). Trustee Stuth asked about using the property as a natural health center. Tom Rogers stated that nothing had been decided. However, that was one option the owners were considering. MOTION (Farr, Currier) to approve Resolution 21-2022 as presented. Roll call vote – aye (5); nay (0). Motion passed.
11. Resolution 22-2022 to Approve Adjustment of Access Location for Pine Crest Youth Subdivision on Greeley (Cressman). Cressman explained the modification of the access to the units from Greeley. MOTION (Currier, Stuth) to approve Resolution 22-2022 as presented. Roll call vote – aye (5); nay (0). Motion passed.
12. Ordinance 6-2022 to Amend Section 10.04.030(B) to Set the Fine for Parking In No Parking Zone Violations at \$50.00. Attorney Matt Krob explained the change in language was to increase the parking violation fee from \$15 to \$50. The Board asked what the collection rate was for the Trailhead parking kiosk for the month of March. Julia Stambaugh informed them that as of March 25 approximately \$3,000 was collected with most revenue being realized on the weekends. MOTION (Currier, Farr) to approve Ordinance 6-2022 with amended language to set the fine for parking zone violations at \$50.00. Roll call vote – aye (5); nay (0). Motion passed.
13. Ordinance 7-2022 to Amend Section 13.09.050 Relating to Requirements for Backflow Prevention and Cross Connection Control. Attorney Krob gave background on the need to change the requirement from a check valve to an RPZ unit for backflow prevention for the protection of the water supply. The change will be phased in as property owners repair or upgrade their water systems. They will have 120 days after the ordinance goes into effect to come into compliance. MOTION (Stuth, Farr) to approve Ordinance 7-2022 to amend section 13.09.050 as presented. Roll call vote – aye (5); nay (0). Motion passed.
14. Review/Action to Authorize Acceptance of Proposal for Appraisal of Town Property. A third proposal was presented to the Board for review with the two proposals. There was discussion concerning the quotes. Paul Banta asked if any of the Town property is intended to sell. The Board stated that this action was only to appraise the properties. There is no plan to sell any property.

MOTION (Dawson, Currier) to authorize staff to choose the quote for the appraisal service. Roll call vote – aye (4); nay (1 - Farr). Motion passed.

Board Reports. Trustee Stuth urged the Town residents to participate in the master plan advisory work, specifically community engagement mapping exercises. She stated there was relatively low participation and they need more input to help with the Master Plan. She stated that the better the information going into the Master Plan, which will be in place for 10 years, the better the Town and its residents will be served.

Next Meeting (April 14) and Future Items - April 7 Board Retreat at 4 PM.

Convene to Executive Session. MOTION (Stuth, Farr) to convene to executive session at 5:32 PM for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e) – possible annexation. Roll call vote – aye (5); nay (0). Motion passed.

Reconvene to Open Session. MOTION (Currier, Farr) to reconvene to open session. Roll call vote – aye (5); nay (0). Motion passed.

15. Action on Request of Temporary Use of Town Property (Hwy 105). MOTION (Stuth, Farr) to deny the request of temporary use of Town property at Hwy 105. Roll call vote – aye (5); nay (0). Motion passed.

Adjourn. MOTION (Farr, Stuth) to adjourn. Roll call vote – aye (5); nay (0). Motion passed.

William Bass, Mayor

ATTEST: Dawn A. Collins, Town Clerk