



BOARD OF TRUSTEES MEETING

Thursday, November 14, 2024 at 6:00 PM

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

MINUTES

Call to Order. Mayor Havenar called the meeting to order following the workshop at approximately 6:10 pm.

Roll Call. Present: Mayor Glant Havenar; Trustees Nick Ehrhardt, Shana Ball, Sam Padgett, Kevin Dreher, Jessica Farr, Dennis Stern. Also present were newly elected Board members Atis Jurka and Amy Hutson.

Pledge of Allegiance. Ms. Laura McGuire led the pledge.

Consent Agenda. MOTION (Padgett, Ehrhardt) to approve the consent agenda including items 1) Minutes from October 24, 2024 Meeting; 2) Checks over \$15,000 - Krob Law (\$19,337.50) for legal fees, Paramount Environmental Services (\$99,440) for asbestos removal, West Fork Construction (\$252,633.36) for PLES project. Roll call vote – aye 7; nay 0. Motion passed.

Staff/Department Reports

3. Water
4. Public Works including Roads & Park Maintenance
5. Police – Lt Lundy mentioned activity in October.
6. Fire – Chief Vincent reported that staff is checking into storage of PPE equipment at elephant rock. He stated that Halloween was a successful evening and informed members about the two successful controlled burns – one at elephant rock and one at the yard.
7. Administration
8. Attorney
9. Administrator/Clerk – Collins provided a staffing update – including an accepted offer for Police Chief and the resignation of the Deputy Town Clerk. She stated the demolition permit is under review with the state and work expected to start by December. A summary of the PD water damage was provided and a water heater will be replaced. Collins clarified the scope of the vision that the Board wanted from the Parks Commission and it was agreed to focus on the space that the cabins will leave vacant while providing an overall concept if Parks has an idea. Collins stated that Parks will begin to renovate the pavilion this year. An update was provided about the RFP issued for single hauler collection service, requiring an extension and figures for total residential and commercial needs. Collins reported that the County will upload additional totals for unofficial results, and she thanked all

candidates and electors for a great turnout. Additionally, Collins thanked various staff and volunteers for their contribution and working together for town operations.

Public Hearing

10. Review 2024 Budget Amendment. Collins reviewed the amended line items for the 2024 budget. No comments or questions were offered. Mayor closed the hearing.

11. Review Proposed Draft 2025 Budget. Board members generally discussed the use of a portion of the fund balance for capital improvement and equipment. Members stated that a policy should be established. Discussion ensued about the additional \$12,000 service with the Humane Society in the PD budget. It was suggested to wait. Discussion took place about various equipment. Mr. Jurka asked about department members making their case for the department needs. Chief Vincent stated staffing and wages are top priority. Mayor asked Chief about staffing impacting the ISO rating and Chief Vincent explained the rating and benefit to residents with reduced insurance rates. It was stated that the town fire department is currently an ISO rate of 4.4x with desire to reduce to 3. Mayor opened the floor to the public. Ms. Kellie Currie asked that the Board prioritize safety and support the fire department completing a map of fire hydrants, functioning and non-functioning, in the budget. Chief Vincent explained hydrant regulations, that there are currently two non-functioning and properly bagged, and that there are no areas that require additional hydrants or structures without proper distance of a hydrant. Mayor Havenar closed the hearing.

Business Items

12. Resolution 56-2024 to Amend 2024 Budget. MOTION (Stern, Padgett) to approve Resolution 56-2024 to amend the 2024 budget. Roll call vote – aye 6; nay 1 (Farr). Motion passed.

13. Direction on Proposed Draft 2025 Budget. It was directed by members to withhold adding the additional \$12,000 Humane Society service. Collins will continue to finalize figures for the December 12 meeting.

14. Ordinance 15-2024 to Affirm Ground Lease Agreement with CORE for EV Chargers. Attorney Scott Krob offered an explanation and apology for incorrectly directing the Board to adopt leases longer than one year by resolution. He stated that Krob Law will not charge for this correction. Attorney Krob recommended that the Board adopt each ordinance as intended to be effective. Discussion took place about the effective date. MOTION (Farr, Padgett) to adopt Ordinance 15-2024 to affirm the lease agreement with CORE for the EV chargers. Roll call vote – aye 7; nay 0. Motion passed.

15. Ordinance 16-2024 to Affirm Lease Agreement with Pikes Peak Library District. MOTION (Padgett, Dreher) to adopt Ordinance 16-2024 to affirm the lease agreement with Pikes Peak Library. Roll call vote – aye 7; nay 0. Motion passed.

16. Ordinance 17-2024 to Affirm Lease Agreement with Eco Spa LLC. Mayor Havenar read comments from two public members relating to this lease. Ms. Trish Flake offered comments about leases being longer than one year being adopted by ordinance and referenced the statutes. Ms. Cathy Wilcox offered comments about this particular lease undervaluing property and asked the Board to revisit this lease for the best deal for the town. Discussion took place about easements for the trail. Attorney Krob suggested that an executive session be held to negotiate the use and additional terms of the lease. Mayor Havenar opened the floor. Ms. Lindsay Willan agreed to revisit items in the lease. Ms. Kellie Currie stated discussions in public are necessary and Mayor Havenar explained the purpose of executive session and all Board action taking place at an open meeting. MOTION (Ball, Padgett) to

approve Ordinance 17-2024 to affirm the lease with Eco Spa. Roll call vote – aye 7; nay 0. Motion passed. It was also added to revisit the terms of the lease in January.

17. Resolution 53-2024 to Authorize a Professional Service Agreement with EPS, Fiscal Impact Analysis. Attorney Krob explained the three proposed independent analysis planned for consideration of the proposed annexation and will be reimbursed by the applicant. MOTION (Dreher, Farr) to approve Resolution 53-2024 for the fiscal impact analysis. Roll call vote – aye 7; nay 0. Motion passed.

18. Resolution 54-2024 to Authorize a Professional Service Agreement with Stolfus, Traffic Impact Analysis. MOTION (Dreher, Padgett) to approve Resolution 54-2024 for the traffic impact analysis. Roll call vote – aye 7; nay 0. Motion passed.

19. Resolution 55-2024 to Authorize a Professional Service Agreement with GMS, Water System Analysis. Trustee Stern asked about water rights and Attorney Krob explained two types of rights – surface and groundwater and stated that at the time of negotiating an annexation agreement, he will recommend transfer of water rights. MOTION (Stern, Dreher) to approve Resolution 55-2024 for the water system analysis. Roll call vote – aye 7; nay 0. Motion passed.

Public Comment. Ms. Stacey Burton asked what the prior three independent analyses were for and Mayor Havenar stated they are for the proposed annexation for the Buc-ees site.

Board Reports. Trustee Ehrhardt explained the presentation that he attended at the Air Force Academy for the design of the next trail bridge project. He provided an update on the options for the design over the winter and anticipated construction to take place in spring. Trustee Ball announced the \$47,000 grant for recruit training for PD. Trustee Dreher inquired with Chief Vincent about the railroad bridge. Mayor Havenar informed the members of her discussion at PPACG regarding funds for a long-term solution for the Hwy 105 roadway near Spring St.

Next Meeting (12/12) and Future Items. Mayor Havenar announced the public information meeting hosted by Buc-ee's representatives on Tue., 12/3 at the Palmer Lake Elementary School at 6 pm. She also informed members of the Board's December 12 meeting structure.

Convene to Executive Session.

A) For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators pursuant to C.R.S. 24-6-402(4)(e) – modify terms of purchase/sale agreement for town property.

B) For the purpose of acquisition, lease, transfer or sale of any real property interest pursuant to C.R.S. 24-6-403(4)(a) - possible disposition of Town real property.

MOTION (Farr, Dreher) to convene to executive session at 7:38 pm. Roll call vote – aye 7; nay 0. Motion passed.

Reconvene to Open Session

Adjourn. MOTION (Ball, Dreher) to adjourn at 8:07 pm. Motion passed.