



BOARD OF TRUSTEES MEETING

Thursday, August 22, 2024

Executive Session at 5:00 PM / Regular Meeting at 6:00 PM

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

MINUTES

Call to Order & Roll Call.

Mayor Pro Tem Dennis Stern called the meeting to order at 5 pm. Present: Mayor Pro Tem Dennis Stern; Trustees Nick Ehrhardt, Shana Ball, Kevin Dreher. Trustee Jessica Farr arrived late. Excused: Mayor Glant Havenar and Trustee Sam Padgett.

Convene to Executive Session. MOTION (Dreher, Ehrhardt) to convene into executive session. Roll call vote – aye 4; nay 0. Motion passed. Attorney Krob noted that item (C) of the executive session has no report.

A) For the purpose of discussing a matter that is subject to negotiation related to a possible annexation, pursuant to Section 24-6-402(4)(e), C.R.S.

B) For the purpose of discussing a matter that is subject to negotiation, pursuant to Section 24-6-402(4)(e), C.R.S., and to confer with the Town Attorney for legal advice on specific questions concerning a civil summons and petition to disconnect filed by United Congregational Church, pursuant to C.R.S. 24-6-402(4)(b).

C) For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators related town land dedication under C.R.S. 24-6-402(4)(e).

Reconvene to Open Session. At 5:42 pm, the Board reconvened to open session and recessed until 6 pm.

Roll Call. Present: Mayor Pro Tem Dennis Stern; Trustees Nick Ehrhardt, Shana Ball, Kevin Dreher, Jessica Farr. Excused: Mayor Glant Havenar and Trustee Sam Padgett.

Pledge of Allegiance. Trustee Dreher led the pledge.

Presentation

1. 2023 Financial Audit Prepared by Green & Associates LLC. Mr. David Green of Green & Associates reviewed the process for the financial audit and his responsibilities conducting the audit. Mr. Green stated there were no concerns and reviewed the net position and statement of activities for 2023. Trustee Dreher thanked staff for their work.

Mr. Roger Moseley presented several remarks about the audit relating to ARP funds, wages, an additional report. Collins requested that he forward the comments to the office.

Consent Agenda. MOTION (Farr, Ehrhardt) to approve the consent agenda including items 2) Minutes from August 8, 2024, Meeting; 3) Checks over \$15,000 - Bradley Excavating (\$27,119.00); Green & Associates (\$17,800.00); 4) Financials (July). Roll call vote – aye 5; nay 0. Motion passed.

Staff/Department Reports

5. Attorney – none.

6. Administrator/Clerk – Collins noted the town positions that remain open for applicants, including Water Operator, Police Chief, Accounting Clerk, Maintenance Tech, Code Compliance. She reported that the EV charges are complimentary through September 10. Upcoming special events were reviewed, including Lewis Palmer Middle School Cross Country meet on Sep-10 starting at noon; Funky Little Theater has two shows – Legend of Sleepy Hollow from Oct 11-26 and A Christmas Carol from Dec 19-21; the 16th annual YMCA Creepy Crawl 5K Fun Run is Oct-26 at 8a; and the first Farmers Market will kick off behind Bella Panini on Sundays, from 10a-2p, beginning Sep-1 through Oct-6. The request for citizen members to apply for appointment to the advisory committee to assemble a financial plan for the vision of elephant rock is posted and will be considered on a first come, first serve basis. Parks and Trails will have a vacancy to fill. Collins informed the Board about the upcoming CML district meeting on Sep-11.

Fire Chief Vincent reported that the firehouse bays are painted, and every member of the Fire crew has completed Firefighter 1. He provided an update on the mitigation work at elephant rock. Discussion took place about Fire and Police coordinating the DUI breathalyzer and blood test work being done locally for quick turnaround. Chief Vincent reviewed his wildland fire experience in Oregon and stated the engine is currently deployed in northern California.

Business Items

7. Resolution 43-2024 to Authorize Filing 2023 Financial Audit. MOTION (Ball, Dreher) to approve Resolution 43 to authorize filing the 2023 financial audit. Roll call vote – aye 5; nay 0. Motion passed.

8. Resolution 47-2024 to Reconsider Award for Asbestos Abatement. Collins provided the background of this item since the prior meeting that the Board awarded the abatement activity. The figures in the testing report were found to be inaccurate. Staff contacted the company to revise the report with correct figures and contacted those who submitted quotes to confirm or requote the abatement. With revised quotes, Paramount is the low bidder. Collins explained the added quote to remove contents. Discussion took place about checking with Habitat Restore to pick up salvageable items. Discussion about the general start and timeline took place. Staff committed to checking into donation of contents. MOTION (Dreher, Farr) to approve Resolution 47 to award the work to Paramount as presented. Roll call vote – aye 5; nay 0. Motion passed.

9. Resolution 44-2024 to Authorize IGA to Coordinate Election with El Paso County. Collins explained the required IGA for the responsibility of El Paso County Clerk and Recorder and the Town responsibility. MOTION (Farr, Ehrhardt) to approve Resolution 44 to authorize the IGA for the November 5 election. Roll call vote – aye 5; nay 0. Motion passed.

10. Resolution 46-2024 to Approve Alternate Fee for Plat Amendment and Correction. Collins reviewed the recent adoption of the revised subdivision code including two plat procedures that require less time and cost to the town – an amendment and a correction. She requested that a separate reduced fee be added to the fee schedule for these procedures, suggesting \$500. MOTION (Farr, Dreher) to approve Resolution 46 to adopt the separate fee of \$500. Roll call vote – aye 5; nay 0. Motion passed.
11. Resolution 45-2024 to Authorize IGA with UC Health for Co-responder Clinician. Collins noted that the agreement is still under legal review with UC Health. This item will be brought back to a future meeting.
12. Resolution 48-2024 to Redirect Opioid Settlement Payments to the Region. Collins explained the initial agreement in 2022 and that settlement funds were directed to the town instead of the Region that the Town participates. She stated that other than supplies, which Narcan is provided to the town at no cost, the amount is nominal and not enough for the programs that are eligible to expend funds. It was requested to redirect the collected funds of approximately \$1400 and future funds to pool with Region 16. MOTION (Dreher, Ball) to approve Resolution 48 to redirect funds to the Region. Roll call vote – aye 5; nay 0. Motion passed.
13. Ordinance 10-2024 to Amend Ch 5 Business License Regulations. Attorney Krob explained the modifications to the code. Discussion took place about one additional change to amend 7) adding 1) has a business license or 2) exempt under sub 8). Attorney Krob will amend the ordinance language. MOTION (Farr, Dreher) to approve Ordinance 10 as amended. Roll call vote – aye 5; nay 0. Motion passed.
14. Direction for Fire Department Request to Use Town (Motor Bike Track) Property for Slash Collection. Chief John Vincent reviewed his proposal to provide a community slash collection at County Line Road to subsequently burn. Discussion took place about educating the public about mitigation, monitoring the site, operating for town residents only and not for commercial drop off. A review of the area took place being out of site from County Line. Board consensus was to move forward, starting with the required notice to the club.

Public Comment. Mayor Pro Tem Stern read the rules for public comment.

Mr. Gene Kalesti stated that the Mayor made false comments on social media.

Mr. Atis Jurka informed the Board that he requested an item be placed on this meeting agenda and did not receive a response. He stated that he posted about it on social media and that the Mayor had responded in a manner that he did not appreciate. He further stated that he received a response from Ms Collins the day of the meeting.

Board Reports. Trustee Ball reported her attendance at the Fire open house and commended staff and agencies that participated. This event is expected to expand in the future.

Next Meeting (Joint Workshop 9/4; 9/12) and Future Items

Adjourn. MOTION (Dreher, Ehrhardt) to adjourn at 7:12 pm. Motion passed.