



## BOARD OF TRUSTEES

Thursday, February 24, 2022 at 5:00 PM

Tri-Lakes Chamber Office Community Room, 166 2nd St, Monument

---

### MINUTES

---

**Call to Order.** Mayor Bass called the meeting to order at 5 PM.

#### **Pledge of Allegiance**

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

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

#### **Staff/Department Reports**

4. Attorney – none.
5. Administrator/Clerk. Collins invited Fire Chief McCarthy to report on the status of the mitigation grant. Miller Timber will conduct chipping of narrow areas on the reservoir access road to pass with equipment. A proposal is forthcoming. McCarthy also updated the Board about distributing COVID at-home rapid tests and equipment donated by Castle Rock, approximate value of \$40,000. Trustee Farr inquired about any issues with the new kiosk installation. Sgt Lundy stated none at this time. Collins reported on the completion of the ramp project and execution of the library lease. The library intends to re-open on March 2. The town hall is in finishing stages and will complete the technology updates in next two weeks. Collins requested agreement to create an adhoc Grants Committee to assist with researching, writing for better management of town grants. A resolution will come back to the Board. The master plan survey has a deadline of 2/28 and staff and advisory members are currently conducting mapping exercises. With installation of the new parking kiosk, a regular report was requested by the Board. Collins reported that the equipment on the Fletcher property is completely removed and the property owner is preparing to lease the property. Staff will participate in an on-site meeting with BNSF reps next week. Collins lastly inquired about a next Board retreat date.

**Public Comment.** None.

#### **Business Items**

6. Resolution 13-2022 to Appoint Board Member to PPRBD Advisory Board. Collins offered correction of term ending December 2022 on this resolution and the next. MOTION (Farr, Stuth) to approve Resolution 13 to appoint Mayor Bill Bass to the Pikes Peak Regional Building Advisory Board for 2022. Roll call vote – aye (5); nay (0). Motion passed.

7. Resolution 14-2022 to Appoint Board Member to Awake The Lake (ATL). Discussion took place about Nicole's position on ATL and whether voting took place. MOTION (Stuth, Dawson) to approve Resolution 14-2022 to appoint Trustee Currier to ATL for 2022. Roll call vote – aye (5); nay (0). Motion passed.
8. Resolution 15-2022 to Approve Employee Leave Donation Policy. Collins stated the two policy items were to continue completion of the policies to support the employee handbook. The employee leave donation allows for one employee to offer unused sick leave to another employee for emergency purpose. MOTION (Dawson, Padgett) to approve Resolution 15-2022. Roll call vote – aye (5); nay (0). Motion passed.
9. Resolution 16-2022 to Approve Drug Free Workplace Policy. MOTION (Dawson, Padgett) to approve Resolution 16-2022 as presented. Roll call vote – aye (5); nay (0). Motion passed.
10. Resolution 17-2022 to Authorize Agreement with Coast Professional Inc for Debt Collection. Collins explained the change in law in which unpaid court fines are no longer reported to the DMV for collection. Municipal Courts need a debt collection plan in place when past due payments go uncollected after 60 days. This agency will keep 18% of collected fees. MOTION (Farr, Stuth) to approve Resolution 17-2022 to authorize the agreement with Coast Professional for collections. Roll call vote – aye (5); nay (0). Motion passed.
11. Ordinance 5-2022 to Adopt No Parking on Specific Roadways (Walnut, Lovers Lane). Discussion took place about problem areas specifically in the Glen trailhead area anticipated with new kiosk installed. The PD desired a clear means of enforcement. Board members inquired about residential areas of Walnut and parking by property owners. Sgt Lundy was present and spoke to the problem areas primarily in the park area. MOTION (Stuth, Farr) to approve Ordinance 5-2022 with amended language to reflect the specific area identified on Walnut. Roll call vote – aye (5); nay (0). Motion passed.

**Board Reports.** Trustee Stuth announced that the PLEDG website is active. Mayor Bass commended the group of volunteers for continues hard work. Mayor Bass noted the Tri-lakes Chamber luncheon he attended along with Trustees Havenar and Stuth, and Dawn Collins. He encouraged the Board to consider participating in upcoming Chamber events.

**Next Meeting (March 10) and Future Items, Next Retreat Date.** Mayor Bass inquired about a next retreat date. Board members agreed to Friday, March 4, to begin at noon.

**Convene to Executive Session.** MOTION (Padgett, Farr) to convene to executive session at 5:34 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 (Stuth, Farr) to reconvene to open session at 6:17 PM. Roll call vote – aye (5); nay (0). Motion passed.

**Adjourn.** MOTION (Padgett, Farr) to adjourn at 6:17 PM. Roll call vote – aye (5); nay (0). Motion passed.

\_\_\_\_\_  
Mayor William Bass

ATTEST: \_\_\_\_\_  
Dawn A. Collins, Town Clerk