



BOARD OF TRUSTEES

Thursday, September 23, 2021 at 6:00 PM

Palmer Lake Elementary School, Library, Upper Glenway

MINUTES

Call to Order

Mayor Bass called the meeting to order at 6 PM.

Pledge of Allegiance

Roll Call

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

Introductions/Presentations

1. Commemorating Ms. Wilma French (aka French's Hill sign). Following staff reports, Mayor Bass presented a memorial sign to family members of Wilma French. Shana Ball shared stories of her grandmother's service to the community. The memorial sign will be placed near the top of Prairie/Spring intersection.
2. Proclamation to Support the Revitalization of Town Hall. Mayor Bass read a proclamation identifying and supporting the Town Hall restoration, currently underway. Trustee Havenar suggested that a time capsule be assembled to place in the wall prior to roof reconstruction.

Consent Agenda

Trustee Havenar inquired about the check for TN Parker and staff responded it is primarily 50% deposit for the town hall roof trusses to be delivered. MOTION (Havenar, Padgett) to approve the consent agenda including items 3) Minutes from September 9, 2021 Meeting; 4) Financials (August); and 5) Checks Over \$15,000 - TN Parker (\$25,546.33). Roll call vote – aye (7); nay (0). Motion passed.

Staff/Department Reports

6. Attorney – no report.
7. Administrator/Clerk – Collins reported on the town hall project, ramp project, status of water taps, update of Fletchers conditional use of property, update of IREA project, and status of Master Plan request for proposal and invitation for advisory members and preparation for community survey.

Public Comment

None made.

Public Hearing

8. Conditional Use at 11 Hwy 105 & Resolution 48-2021 Approving a Conditional Use (Residential Duplex). Property owner Hannah explained the use. Collins stated that no person spoke for or against the conditional use at the Planning Commission hearing. Mark Schuler requested that Board members consider the long-term plan for the downtown 105 area. Shana Ball offered the history of the particular structure, previously an apartment complex. Discussion took place about commercial properties bringing future revenue. Mayor Bass closed the hearing. MOTION (Stuth, Farr) to approve Resolution 48-2021 approving the conditional use. Roll call vote – aye (5); nay (2 – Padgett, Havenar). Motion passed.
9. Minor Subdivision at 32 Pineview & Resolution 49-2021 Approving a Minor Subdivision. Property owner Greg addressed the Board to accommodate an auxiliary dwelling for aging parents. The structure will be situated within requirements on the subdivided parcel. Collins stated that no person spoke for or against the minor subdivision at the Planning Commission hearing. Mayor Bass closed the hearing. MOTION (Havenar, Padgett) to approve Resolution 49-2021. Roll call vote – aye (7); nay (0). Motion passed.

Business Items

10. Special Event Application - YMCA Creepy Crawl 5K Run (Oct-30). Mr. Pat McDonough, YMCA, reviewed the first event for October 30th currently with approximately 200 registrants. MOTION (Havenar, Dawson) to approve the 5k event. Roll call vote – aye (7); nay (0). Motion passed.
11. Update/Direction for Elite Cranes (Diacut Property). Bruno Furrer, property owner at Diacut, was present and re-introduced owners of Elite Cranes. Sam reported the relocation status – scheduled closing of Monument property; lot cleared and surveyed to bring in dirt; needing 300 truckloads of dirt to start next week for about 3 weeks. Discussion ensued about a commitment of a move date. Kurt Ehrhardt addressed Elite Cranes about anything going wrong in next 4 weeks. Sam stated he is now in control of what takes place and is committed to get it done to relocate. MOTION (Bass, Farr) to extend the date to October 31. Roll call vote – aye (4); nay (3 – Stuth, Currier, Havenar). Motion passed.
12. Resolution 45-2021 to Authorize Drainage Agreement (Elementary School). Collins stated these two items basically put into written agreement what has been a verbal agreement what is taking place for drainage. MOTION (Currier, Havenar) to approve Resolution 45-2021 contingent upon property owner signature. Roll call vote – aye (7); nay (0). Motion passed.
13. Resolution 46-2021 to Authorize Drainage Agreement (McDonald property). MOTION (Currier, Stuth) to approve Resolution 46-2021 to approve Resolution 46-2021 contingent upon property owner signature. Roll call vote – aye (7); nay (0). Motion passed.
14. Resolution 47-2021 to Authorize Purchase of Property (4.5 acre). Collins explained the offer and agreed \$9,500 for the parcel to hold for a possible future water storage tank. MOTION (Currier, Farr) to approve Resolution 47-2021 authorizing purchase of property. Roll call vote – aye (7); nay (0). Motion passed.
15. Review/Direction to Amend Ch.8.10 Relating to Outdoor Burning, Fire and Smoking Restriction. Collins provided brief background of questions raised of what was passed earlier in 2021. Chief McCarthy addressed the Board about supporting the town remain in permanent stage 1 restriction. Discussion took place about what the issue is. Shana Ball provided background about

burn permits. Chief McCarthy supported removing the “gas fueled” language from the table for the recreational fire restrictions. Staff will bring an amended draft of Chapter 8.10 back to a future meeting.

16. Update of 2022 Budget Items. A review was conducted of regular contracted services that are modified, under consideration, and expected in the 2022 draft budget. Collins inquired if anything more should be considered with no response. Budget books were distributed for Board review.

Bob Radosevich inquired and the Board approved bed frames from the Elephant Rock property to be included with the donation of mattresses.

Board Reports

None made.

Next Meeting and Future Items

The department budget meeting will begin at 2 PM at the Chamber House and October regular meetings will be scheduled to start at 5 PM.

Adjourn

MOTION (Havenar, Farr) to adjourn at 7:21 PM. Motion passed.

William Bass, Mayor

Dawn A. Collins, Town Administrator/Clerk

Date