



BOARD OF TRUSTEES MEETING
Thursday, September 26, 2024
Executive Session following Retreat
Regular meeting at 6:00 PM

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

MINUTES

Call to Order & Roll Call. Mayor Havenar called the meeting to order at 5:36 pm, following the Retreat. Present: Mayor Glant Havenar; Trustees Nick Ehrhardt, Shana Ball, Kevin Dreher, Sam Padgett, Jessica Farr, Dennis Stern.

Convene to Executive Session. MOTION (Farr, Stern) to convene to executive session for:

A) For the purpose of a personnel matter, employment evaluation of Town Administrator, under C.R.S. 24-6-402(4)(f).

B) 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), and for the purpose of conferring with Town Attorney to receive legal advise on specific legal questions under C.R.S. 24-6-402(4)(b) relating to (1) threatened litigation and (2) resolution to litigation filed by United Congregational Church.

Roll call vote - aye 7; nay 0. Motion passed.

Reconvene to Open Session at 5:45 pm and Mayor Havenar called a recess until 6 pm. Mayor Havenar reconvened the meeting at 6 pm.

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

Pledge of Allegiance. Trustee Stern led the pledge.

Presentations

1. Proclamation for 11th Annual Creek Week 2024 - Fountain Creek Watershed District, Alli Schuch. Ms Alli Schuh was introduced, and Mayor Havenar read a proclamation announcing Creek Week 2024 the week of September 28 through October 6. Ms Schuh provided updates to the amount of clean-up projects over the years and over 50 events taking place this year. Parks and Trails Commission Chair Reid Wiecks mentioned the service day taking place Saturday, September 28 from 9 am to noon, meeting in Glen Park near the tennis courts.

Consent Agenda. MOTION (Padgett, Stern) to approve the consent agenda including 2) Minutes from September 12, 2024 Meeting; 3) Checks over \$15,000 - Community Matters Institute (\$21,082.50) for

Land Use Critical Rewrite (portion reimbursed by DOLA grant); CIRSA (\$35,602.73) quarterly payment; 4) Financials (August). Roll call vote - aye 7; nay 0. Motion passed.

Staff/Department Reports

5. Attorney - Attorney Krob stated that he attended the CML Attorney's conference and will provide a legislative update to the Board in October. He also offered an update on decisions that may impact the town.
6. Administrator/Clerk – Collins reported on the status of town positions; the expected increase for town insurance coverage; and the asbestos abatement work at Elephant Rock. Discussion took place about Fire Department training and follow up with new quotes for demolition. Collins stated the PLES roadway project is coming in under the adjusted estimate; that pickleball courts are open for public play; and she thanked Board members and staff for discussion to identify missions for town departments.

Business Items

7. Resolution 49-2024 to Approve Revision of Town Star Lighting Policy. Mayor Havenar explained the update to the star lighting policy, to include 9/11 remembrance. MOTION (Farr, Padgett) to approve Resolution 49-2024 to amend the star lighting policy. Roll call vote - aye 7; nay 0. Motion passed.
8. Ordinance 12-2024 to Amend Ch 12 Relating to Park Rules. Collins explained the purpose of Ordinance 12 to administratively correct the layout of the park rules, noting that no change was made to the content of the code. No comments from the public were made. MOTION (Ball, Dreher) to approve Ordinance 12-2024 amending the park regulations. Roll call vote - aye 7; nay 0. Motion passed.
9. Ordinance 13-2024 to Amend Ch 5.24 Relating to Liquor Licensing. Collins and Attorney Krob provided background to the ordinance amending and creating liquor licensing provisions. No public comments were made. MOTION (Padgett, Stern) to approve Ordinance 13-2024 amending and creating liquor license code. Roll call vote - aye 7; nay 0. Motion passed.
10. Consider Letter of Intent to Enter Agreement with Palmer Divide Soccer Club. Collins explained the purpose of the Letter of Intent (LOI) while the MOU with Palmer Divide Soccer Club is negotiated for draft form. Mr. Julian Drummond explained his involvement with the Soccer Club, and Reid Wiecks explained the partnership to improve the south end of the lake for a soccer field. The LOI is needed for the club to submit a grant application to fund the improvement. Mr. Drummond stated they are working on the application to Colorado Soccer Association due early October. Discussion took place about the field space. MOTION (Padgett, Farr) to authorize the LOI while the MOU is negotiated. Roll call vote - aye 7; nay 0. Motion passed.
11. Direction to Reallocate Funds for PLES Project and Subsequently Amend 2024 Budget. Collins explained the reallocation of the PLES grant monies to both the water fund and the general fund as well as the expenses for the project respectively. Board members agreed with the reallocation, and a 2024 budget amendment will come back prior to year-end.

Public Comment. None.

Board Reports. Trustee Shana Ball reported that the scope of work for the awarded EMS grant was received this week, anticipating that the Fire department will have the okay to proceed purchase in

coming weeks. Trustee Dennis Stern attended the PPRBD advisory committee meeting. Mayor Havenar attended the Board of Health meeting and mentioned that flu season is on the rise. She also reported about a high volume of teenage suicides.

Next Meeting (Oct 10) and Future Items. It was discussed to hold the legislative update prior to the regular meeting on 10/10.

Convene to Executive Session. MOTION (Farr, Dreher) to convene to executive session to complete the personnel matter at 6:37 pm. Roll call vote - aye 7; nay 0. Motion passed.

Reconvene to Open Session

Adjourn. MOTION (Padgett, Stern) to adjourn at 7:10 pm. Motion passed.

Mayor Glant Havenar

ATTEST: Dawn A. Collins, Town Clerk