



BOARD OF TRUSTEES MEETING

Thursday, August 12, 2021 at 6:00 PM

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

MINUTES

Call to Order

Mayor Bass called the meeting to order at 6 pm.

Pledge of Allegiance

Roll Call

Present: Trustees Darin Dawson, Jessica Farr, Samantha Padgett, Glant Havenar and Mayor Bill Bass

Excused: Trustees Nicole Currier and Karen Stuth

Introductions/Presentations

1. Mayor Bass introduced Lonni, speaking in place of Jim Reid with Pikes Peak Regional OEM, to announce an evacuation drill to take place on October 2 from approximately 8a until 1p in the Tri-Lakes area. It will be an evacuation exercise to practice preparedness. Residents may register to participate (up to 100) and will specifically target Palmer Lake, Red Rock Ranch, a Monument and unincorporated neighborhood in Northern El Paso County. Lewis Palmer high school will be designated the evacuation center. More information will be distributed.
2. Presentation from Pikes Peak Area Council of Government (PPACG). Mr. Andrew Gunning provided an overview of the structure and strategic goals of the council, including projects that have benefitted Palmer Lake.
3. Appreciation for Service to Parks Commission was expressed to Kirk Noll. Mayor Bass and Parks Commission Chair Reid Wiecks offered a certificate of appreciation to Kirk for his service to the Parks Commission.

Consent Agenda

MOTION (Farr, Padgett) to approve the items of the consent agenda including 4) Minutes from July 22, 2021, and 5) checks over \$15,000 (Core & Main and Martin Marietta). Roll call vote – aye (5); nay (0). Motion passed.

Staff/Department Reports

6. Water. Collins noted that water was put into the lake for August.
7. Public Works including Roads & Park Maintenance
8. Police
9. Fire. Chief McCarthy introduced a number of the firefighters.
10. Administration

11. Attorney
12. Administrator/Clerk. Dawn Collins requested that the Board hear from Diacut property owner Bruno Furrer and Elite Cranes owner reporting progress of the move. Sam provided an overview of the course of events and current status of his move to Monument.

Collins further reported updates on the ramp project taking place and anticipated completion in about 8 weeks, as well as the town hall restoration anticipated start the first week of September roughly through December. Collins also summarized the gathering of information on the drainage issues in town, the gazebo repair work, and gave an update on Fletchers conditional use progress. Collins offered thanks to citizen Trish Flake for spearheading National Night Out rescheduled to 8/11 and the coordination with Fire and PD. Individual department meetings to review the 2022 budget planning are underway.

Public Comment

None.

Public Hearing

13. PUBLIC HEARING & Resolution 37-2021 to Approve Amending Conditional Use for Tanglewood Trailers (Illumination Point). Collins provided brief background to the conditional use requiring amendment and offered the recommendation from Planning Commission. Mr. Mark Thompson addressed the Board with the historical events of his business and benefits provided to the Town. No person spoke for or against the amended use. Mayor Bass closed the hearing. Discussion took place about the two-year requirement for a site plan. Trustee Havenar requested that language denoting "if" a site plan is developed be removed from the Resolution. MOTION (Havenar, Farr) to amend the resolution to remove *if* and require a development plan with landscaping be complete and reviewed by Planning Commission within two years and approve the amended use. Roll call vote – aye (5); nay (0). Motion passed.

Business Items

14. Discussion/Direction to Create Lease Agreement with Sportriders. Discussion took place with Mr. Rod Horrell about the club membership, liability insurance, costs to members, and general determination of a monthly vs annual lease. Direction was given to staff to bring a drafted lease agreement back to the Board for final approval including monthly fee of \$300 and a 60-day notice to term the agreement effective for September.
15. Resolution 38-2021 to Approve Amended Section 4.0 Employee Handbook. Background of the administrative change of the pay period was provided – modified to Sunday through Saturday to align all employees to a same pay period. MOTION (Dawson, Havenar) to approve Resolution 38-2021 to amend the employee handbook. Roll call vote – aye (5); nay (0). Motion passed.
16. Resolution 39-2021 to Authorize IGA with CDOT (Bridge Work). General background of state funding was reviewed for the designated bridge repair work. MOTION (Padgett, Dawson) to approve Resolution 39-2021 to authorize the funds with CDOT. Roll call vote – aye (5); nay (0). Motion passed.
17. Direction for Temporary Meeting Space. With a preliminary schedule of the town hall roof restoration, discussion took place about a temporary meeting space. Direction was provided to check in-person options with Sanitation, elementary school, and possibly Monument space. It was agreed not to utilize the chapel space. The second temporary option may be utilizing zoom. Collins will lay the options out and bring it back to the 8/26 meeting for further direction.
18. Update/Direction on New Town Property. Bob Radosevich provided an update on the property, specifically reporting on the spending for water line replacement (\$32,000) specifically under the chapel area from the kitchen to the boiler; asbestos estimate (\$3000); glass replacement (\$700); pest control in the chapel area and gymnasium (\$2700 annual); estimated cleaning for a total of approximately \$166,000 to date. Bob

expressed concern of the cost the structures needed to be functional. Board members directed staff to continue with few clean up items but collect estimates before determining further spending. Discussion took place about scheduling a retreat date for the Board to further discuss an overall vision and direction for the entire property.

Board Reports

None.

Next Meeting and Future Items

19. Next meeting is August 26th with a workshop on Odor Ordinance beginning at 5 PM.

Convene to Executive Session

20. 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) - water line interconnect, possible annexation. MOTION (Havenar, Padgett) to convene to executive session at 8:15 PM. Roll call vote – aye (5); nay (0). Motion passed.

Reconvene to Open Session

MOTION (Padgett, Dawson) to reconvene to open session. Roll call vote – aye (5); nay (0). Motion passed.

Adjourn

MOTION (Havenar, Dawson) to adjourn at 8:35 PM. Motion passed.

William Bass, Mayor

Dawn A. Collins, Town Administrator/Clerk

Date