



BOARD OF TRUSTEES MEETING

Thursday, October 10, 2024

Executive Session at 5:00 PM

Regular Meeting to follow after 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 5:02 pm. Present: Mayor Glant Havenar; Trustees Shana Ball, Sam Padgett, Kevin Dreher, Jessica Farr, Dennis Stern. Excused: Trustee Nick Ehrhardt.

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

A) 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) – negotiation of possible annexation for proposed travel center.

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) update on litigation filed by former employee and 2)~~ resolution to litigation filed by United Congregational Church.

Roll call vote – aye 6; nay 0. Motion passed.

Reconvene to Open Session at 6:28 pm.

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

Pledge of Allegiance. Mr. Bill Wysong, candidate for County Commission, led the pledge.

Mayor Havenar opened the floor for public comment. Mr. Bill Wysong introduced himself, a candidate for County Commission District 3.

Consent Agenda. MOTION (Padgett, Stern) to approve the consent agenda including 1) Minutes from September 26, 2024 Meeting. Roll call vote – aye 6; nay 0. Motion passed.

Staff/Department Reports

2. Water
3. Public Works including Roads & Park Maintenance

4. Police – Interim Chief Lundy reported that police calls have been up and the department is busy.
5. Fire – Chief Vincent reported that grant funds are awarded from El Pomar for a larger chipper. He reviewed the status of elephant rock and identified other down trees to be repurposed.
6. Administration
7. Attorney
8. Administrator/Clerk – Collins provided an update on staffing – a new hire for Public Works and a new hire for code compliance. Interviews for the Police Chief position are scheduled for the week of 10/14 and recruitment continues for the Water Operator and Accounting Clerk. Collins reviewed the status of the asbestos abatement, to be completed by October 18, and the PLES roadway project, to be completed by October 27. Collins made a correction of the total water accounts, 1021, to the administration report. Two approved events were announced – pumpkin patch on 10/20 and the annual tree lighting on 12/1. Mayor Havenar explained in the event details.

Business Items

9. Set Public Hearing for Proposed 2025 Budget; Distribute Proposed Draft Budget. Collins prefaced that the draft budget distributed is a draft, working document until the time to consider adoption. The suggested public hearing date is November 14. Collins suggested a public workshop prior to the meeting. MOTION (Ball, Padgett) to set the budget hearing date to November 14, 2024. Roll call vote - aye 6; nay 0. Motion passed. Collins mentioned that the draft budget will be posted to the website and updated as modified.
10. Resolution 50-2024 to Award Demolition of Town Property (ER Structures); Schedule. Discussion took place about the process to this point. In the fall of 2023, quotes were collected in addition to an estimate for staff to remove. At such time, it was learned that the state demolition permit requires asbestos report, which led to subsequent asbestos testing and abatement in seven structures. The prior quotes were revisited, confirmed or updated, and one additional quote was solicited. Contractor West Fork Construction offered the low bid of \$75,000. Collins also reviewed the schedule – following asbestos immobilization, firefighters will conduct training on site with seven days, and the demolition to follow and be completed within a couple weeks. MOTION (Dreher, Stern) to approve Resolution 50-2024 to award demolition to West Fork at a cost of \$75,000. Roll call vote – aye 4; nay 2 (Ball, Padgett). Motion passed.
11. Resolution 51-2024 to Adopt Base Fee for Consultant Review of Land Use Application. Collins explained the request for a base fee for technical review of smaller land use applications, ie., minor resubdivision or replat of a single property owner. Collins suggested a base of \$500 instead of completing a reimbursement agreement for town consultant services. MOTION (Stern, Padgett) to approve Resolution 51-2024 to adopt \$500 base fee. Roll call vote – aye 5; nay 1 (Farr). Motion passed.
12. Consider Draft Ordinance to Amend Ch 8.28 Outdoor Burning. Fire Chief Vincent summarized his work toward becoming a fire adaptive community. He reviewed the progress of mitigation of public property. Amending town burning restrictions will allow private property owners to also burn slash respectively with a burn permit. Discussion took place about the permit, including inspection and fee. It was agreed to add the purpose to the burn permit definition and bring a final ordinance back to amend Ch 8.28 code.

Mr. Roger Moseley inquired about the track as a community site to rid of slash. Chief Vincent stated it will be clearly communicated when it is open to town residents.

13. Direction to Terminate MOU with Little League (Ballfield Improvement). Explanation about the lack of maintenance and improvement of the ballfield as previously agreed in the MOU with the Little League was relayed to members. Collins mentioned that fees for reserving the field will be added to the master fee schedule. MOTION (Ball, Dreher) to authorize staff to send a notice to terminate the MOU. Roll call vote – aye 6; nay 0. Motion passed.

14. Direction to Explore Single Hauler Collection (Trash Service). Mayor Pro Tem Stern explained the exploration of a single hauler collector for trash in the community, which will provide savings to businesses and residents, and reduce wear and tear on roadways. Board members directed staff to explore proposals for single hauler collection.

Public Comment. Mr. Roger Moseley requested that the variations of the community be considered when exploring trash service proposals. He explained that some driveways are long and current service includes traveling up the driveway, as well as accepting yard waste. Mr. Atis Jurka reminded the Board members about the reaction of Dollar General in the town and asked members that the Community Master Plan be reviewed relative to franchise development in the town.

Board Reports. Trustee Ball reported that Cindy Powell did confirm award of El Pomar grant funds for a chipper for the Fire Department.

Next Meeting (Oct 24) and Future Items. The budget workshop on Friday, 10/11 was mentioned as a reminder to members and candidates.

Mr. Roger Moseley clarified when the workshop will take place.

Convene to Executive Session for unfinished discussion above. MOTION (Farr, Stern) to convene to executive session for unfinished discussion at 7:19 pm, stated by Attorney Krob, 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 resolution to litigation filed by United Congregational Church. Roll call vote – aye 6; nay 0. Motion passed.

Reconvene to Open Session

15. Action on Litigation Filed by United Congregational Church. Mayor Havenar requested a motion to authorize the Town Attorney to sign a disconnect for United Congregational Church. MOTION (Dreher, Stern) to approve. Roll call vote – aye 6; nay 0. Motion passed.

Adjourn. MOTION (Farr, Stern) to adjourn at 7:46 pm. Motion passed.

Mayor Glant Havenar

ATTEST: Dawn A. Collins, Town Clerk