



BOARD OF TRUSTEES MEETING

Thursday, April 27, 2023 at 6:00 PM

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

MINUTES

Call to Order. Mayor Havenar called the meeting to order at 6:13 pm, following a recess after the workshop at 5 pm.

Pledge of Allegiance. Trustee Stern led the pledge.

Roll Call. Present: Mayor Grant Havenar; Trustees Nick Ehrhardt, Shana Ball, Kevin Dreher, Dennis Stern.

Excused: Trustees Sam Padgett and Jessica Farr.

Presentations

1. Presentation of First Quarter Financials, Fromm Accounting. Mayor introduced Cathy Fromm of Fromm Accounting. Ms. Fromm provided background about her experience and business. She reviewed her current accounting functions for the town and the changes and improvements that have taken place to date. She then reviewed the first quarter (March) financials. Mr. Roger Moseley inquired where back-up takes place for the financial data. Staff noted data is currently on the town server.

Consent Agenda

MOTION (Ball, Dreher) to approve the consent agenda including items 2) Minutes from April 13, 2023, Meeting and 3) Financials of March 2023. Roll call vote – aye 5; nay 0. Motion passed.

Staff/Department Reports

4. Attorney – none.

5. Administrator/Clerk – Collins referenced copies at the Board tabletop for reference of the land use code diagnosis and summary of the Planning Commission worksheet to address critical issues of the land use code with DOLA grant funds. Collins noted the town logo being modified from a couple variations to one concise and crisp image. She also mentioned that staff will explore aligning the department graphics to include one common item – a visible range with the star – in each image. Notices were completed for the abutting property owners about the new authorized trail. Contractors previously working on sanitation will clean up the ruts made at the elephant rock property. Additionally, the first workgroup meeting for the elephant rock property master plan will be Thu., May 18 at 12:30p.

Business Items

6. Proclamation to Recognize Arbor Day (4/28). Mayor Havenar read the proclamation recognizing Arbor Day and will participate in activity at PLES on Monday, May 1st.

7. Special Event Application - 24-Hour Endurance Run (9/30-10/1). Jennifer Farmer reviewed the details for the 10th annual event. MOTION (Ball, Ehrhardt) to approve the endurance run. Roll call vote – aye 5; nay 0. Motion passed.
8. Ordinance 13-2023 to Extend Emergency Sign Permit Moratorium. Collins noted that the Planning Commission is progressing on a draft of the sign code, but an extension is required. MOTION (Dreher, Ball) to approve Ordinance 13-2023 to extend the moratorium. Roll call vote – aye 5; nay 0. Motion passed.
9. Consider Resolution 32-2023 to Amend the Town Equipment Policy. Additional language about obeying traffic laws and wearing seatbelts was added to the policy. MOTION (Stern, Dreher) to approve Resolution 32-2023 to amend the policy. Roll call vote – aye 5; nay 0. Motion passed.
10. Consider Resolution 33-2023 to Amend Town Star Lighting Policy. Mayor Havenar explained additions of annual lighting on Veterans Day as well as setting one regular monthly day to honor any approved citizen requests. MOTION (Ball, Ehrhardt) to approve Resolution 33-2023 to amend the star lighting policy as presented. Roll call vote – aye 5; nay 0. Motion passed.
11. Consider Resolution 34-2023 to Authorize IGA with CDOT for MMOF Funds for Main St Design Project. Collins explained the approved MMOF funds through PPACG for a new design of downtown area for connectivity and pedestrian public safety. MOTION (Ball, Stern) to approve Resolution 34-2023 to authorize signature to the IGA with CDOT. Roll call vote – aye 5; nay 0. Motion passed.
12. Consider Resolution 35-2023 to Accept the Final PER for Water System Improvements. Mayor Havenar explained the distribution of the final PER conducted by GMS but needing to accept it. Mr. Roger Moseley clarified that this accepts the priorities and costs but does not endorse the data. MOTION (Dreher, Ehrhardt) to approve Resolution 35-2023 to accept the Final PER as presented. Roll call vote – aye 5; nay 0. Motion passed.
13. Review / Direction for Water Analysis for Capital Plan and Rate Scenario. With additional workshop review of this topic, this item will be tabled until a future meeting.
14. Consider Authorizing Awake Palmer Lake to Submit Grant for Pickleball Courts at Centennial Park-Lake Area. Mr. Jeff Hulsmann made the request to the Board for Awake Palmer Lake to draft and submit a proposal for grant funds to add six pickleball courts and a restroom to the lake area, north of the bridge, between existing parking and the RR tracks. Mr. Roger Mosely inquired about planned maintenance. Mr. Hulsmann stated the match will be provided by Awake Palmer Lake and “in kind” service may be offered by the Town. Mr. Gene Kalesti stated that the Parks Commission favored the initiative. Mr. Tony Beltran reviewed an article in the Denver news noting that pickleball noise decibel is higher than 70. Mayor Havenar pointed out there will not be lighting for night use, and that the location is not near residents. Ms. Marty Brodzik stated that she plays pickleball but agrees that there may be an acoustic issue in that area. Mr. Hulsmann stated the location is lower and that APL wants to bring economic vitality to the downtown area. Trustee Stern stated a sound barrier could be considered in the fencing of the courts. MOTION (Ball, Dreher) to approve APL applying for grant funds for pickleball courts. Roll call vote – aye 5; nay 0. Motion passed.
15. Consider Authorizing Mayor Havenar to Draft a Letter to Town of Larkspur. Mayor Havenar explained her meeting with a Larkspur committee to oppose the construction of a 24-hour truck stop. Chief Vanderpool mentioned commercial vehicle checks take place by certified Officer Wagner monthly. Trustee Ball stated that trucks get lost if they come through town and become a hazard. Mayor noted that possible roadway limits could be considered if it is approved to build. MOTION (Ball, Dreher) to authorize Mayor Havenar to draft a letter to the Larkspur Town Board opposing the new construction. Roll call vote – aye 5; nay 0. Motion passed.
16. Review and Direction for Town Drainage Plan. Discussion took place with GMS rep Mark Morton about defining the scope of drainage projects as well as the need for an enterprise fund to support the infrastructure. Ms. Marty Brodzik noted that funds are available from the Infrastructure Act. Mr. Roger Moseley stated that the town is now in a water emergency and that he is opposed to starting another enterprise fund. He questioned

why drainage is an emergency now and asked who will benefit and who will pay for the proposed enterprise. The Board responded that since MS4 permitting, it becomes a requirement to address or plan for drainage. Mr. Moseley stated that the water data is most important to address. Ms. Brodzick stated it may be a good time for funding projects but warned the Board about creating another issue with another enterprise. It was suggested that the next workshop be used to further discuss this item along with water and to include GMS.

17. Review and Direction for Town Water System. Mayor Havenar stated items 16, 17, and 18 will be considered at the May 3 workshop.

18. Direction on Previously Adopted Emergency Ordinance of 2018 Restricting Expansion of Water System. To be discussed at the May 3 workshop. Mr. Moseley asked the Board what their direction was and stated the town is still in an emergency for water.

19. Direction to Secure/Use Elephant Rock Property. Discussion took place about the potential use of various structures currently on elephant rock property and what to secure or not. Mr. Richard Willans stated it is a small task he can assist with and inquired what the Board wants with the main building and, if someone gets into a lease, it will be torn out. Mr. Gene Kalesti stated he will secure the small shed that Parks wants to use. Ms. Marty Brodzick suggested posting a closing date to receive any outstanding concept proposals. Ms. Lindsay Willan asked if the Board is waiting for a master plan. The Board discussed how and when they will review proposals. It was agreed to post a deadline to submit proposals by May 5, and on May 11 the Board will review all submittals to determine what will be presented on May 25.

Public Comment

Ms. Marty Brodzick read an email with questions pertaining to the water fund and advised that she receive written answers within a couple weeks.

Board Reports

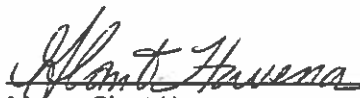
Trustee Ehrhardt reviewed the trail flagging conducted by the Parks Commission and thanked Julia Stambaugh for reviewing the financials. Trustee Stern inquired about the change of parking for the trail, and it was noted it will be reconsidered at the Walnut area. Trustee Ball stated she participated in the grants committee review meeting and mentioned that all radios were received.

Next Meeting (May 3 workshop; May 11 meeting) and Future Items.

Convene to Executive Session. MOTION (Ball, Stern) to convene to executive session and invited Mr/Ms Willans to remain; 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) – lease terms and premises on elephant rock property; and conferring with Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) - possible annexation (Challenger Homes). Roll call vote – aye 5; nay 0. Motion passed.

Reconvene to Open Session. MOTION (Ball, Dreher) to reconvene to open session at 9:14 pm. Roll call vote – aye 5; nay 0. Motion passed.

Adjourn. Moved to adjourn at 9:15 pm. Motion passed.



Mayor Glant Havenar



ATTEST: Dawn A. Collins, Town Clerk