



## BOARD OF TRUSTEES

Thursday, April 14, 2022 at 5:00 PM

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

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### MINUTES

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Workshop: Review Draft of High Street Drainage Study – GMS Engineering.

**Call to Order.** Mayor Bass called the regular meeting to order at 6:09 PM.

#### **Pledge of Allegiance**

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

**Consent Agenda.** MOTION (Havenar, Stuth) to approve the consent agenda including items 2) Minutes from March 31, 2022 Meeting and 3) Checks over \$15,000 - Community Matters; Krob Law; and CIRSA. Roll call vote – aye (6); nay (0). Motion passed.

**Staff/Department Reports.** 4) Water; 5) Public Works including Roads & Park Maintenance; Supervisor Dosch provided an update on the bridge work beginning in August/September this year and going for design of the improvement work for PLES; interviewing applicants for Parks maintenance; 6) Police; 7) Fire; Chief McCarthy announced the pancake breakfast on 4/17; training taking place and the current Stage 2 Fire Restriction. Discussion took place about whether or not to close the reservoir access road. 8) Administration; 9) Attorney; 10) Administrator/Clerk; Collins provided an update on the structural repair and landscape of the library/museum; final work of Town Hall and a re-opening ceremony; master plan advisory team activity; CORE phase 2 activity to update poles this summer; upcoming service day in May for Parks Commission.

**Public Comment.** Mr. Kurt Ehrhardt commended TN Parker on the Town Hall. He informed the Board of the poles that CORE will collect while utilizing his property on Hwy 105. He also stated he will be starting residential work and requiring residential wells. Mr. Jeff Zearfoss offered his business background currently in Colorado Springs and expressed interest to share a vision for the elephant rock property to support the economic pillars of the community.

#### **Business Items**

11. Special Event Application - Wine Festival (9/10). Trustee Havenar stepped to the podium to explain the plan for the 3<sup>rd</sup> annual wine fest in September. MOTION (Stuth, Farr) to approve the special event application. Roll call vote - aye (5); nay (0); abstain (1 – Havenar). Motion passed.
12. Resolution 23-2022 to Appoint Members to Adhoc Grants Committee. Collins noted the two members to the committee – Cindy Powell and Trustee Nicole Currier – to assist staff with grant

research and writing. MOTION (Stuth, Havenar) to approve Resolution 23-2022. Roll call vote – aye (5); nay (1 - Padgett). Motion passed.

13. Resolution 24-2022 to Authorize a Professional Services Agreement (Opteon). Collins identified this appraiser as the lowest, shorter timeframe, and local representative to conduct the highest and best use for the appraisal of the elephant rock and existing motor track property. MOTION (Havenar, Stuth) to approve Resolution 24-2022. Roll call vote – aye (6); nay (0). Motion passed.

14. Resolution 25-2022 to Sign Letter of Support for Colorado Rural Water Association Apprenticeship Program. Collins explained the request from Mr. Rick Autobee of CRWA to support funding and stated the town intends to utilize the apprenticeship program to fill anticipated water operator position. MOTION (Havenar, Stuth) to approve Resolution 25-2022. Roll call vote – aye (6); nay (0). Motion passed.

15. Set First Reading - Ordinance to Adopt 2020 Edition of Model Traffic Code. Discussion took place about the required readings for adoption by reference. Attorney Krob will distribute the links for the code. MOTION (Farr, Padgett) to set the first hearing to the May 26 Board meeting to allow for publication requirements. Roll call vote – aye (6); nay (0). Motion passed.

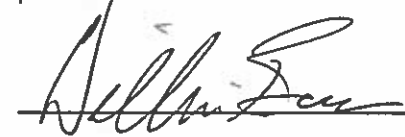
16. Direction to Obtain Quotes to Repair Erosion at Pedestrian Bridge Abutment. Collins provided background on the original instruction by the railroad for a final design of the erosion repair by GMS Engineering at a cost of \$9,500 and requiring bids to get the repair completed promptly. MOTION (Stuth, Padgett) to direct staff to initiate quotes for the construction work once the final design is complete for the erosion repair. Roll call vote – aye (6); nay (0). Motion passed.

17. Update / Authorize Required RR Fencing per Agreement with Union Pacific RR Company. Collins provided further background of the March on-site meeting and that the railroad instructed a deadline to install the fence per the exhibits of the agreement. Collins requested to get bids for the installation immediately per the contract. MOTION (Padgett, Farr) to request bids. Roll call vote – aye (6); nay (0). Motion passed.

**Board Reports.** Trustee Havenar updated members on a PPACG meeting including a presentation of the water “loop” project by Donala. Collins will distribute the presentation and noted that the group will also present to the Board at an upcoming meeting.

**Next Meeting (April 28) and Future Items.** Trustee Stuth offered to move the PLEDG presentation into May if needed.

**Adjourn.** MOTION (Havenar, Stuth) to adjourn at 7:11 PM. Roll call vote – aye (6); nay (0). Motion passed.

  
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William Bass, Mayor

  
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Dawn A. Collins, Town Clerk