



## BOARD OF TRUSTEES MEETING

Thursday, September 12, 2024

Executive Session at 5:00 PM / Regular Meeting at 6:00 PM

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

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### MINUTES

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**Call to Order & Roll Call.** Mayor Havenar called the meeting to order at 5:01 pm. Present: Mayor Glant Havenar; Trustees Nick Ehrhardt, Shana Ball, Kevin Dreher, Sam Padgett, Dennis Stern. Excused: Trustee Jessica Farr.

**Convene to Executive Session.** MOTION (Padgett, Stern) to convene to executive session. Roll call vote – aye 6; nay 0. Motion passed.

*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) – consider terms for leasing portion of Elephant Rock property; update on possible annexation.*

*B) For the purpose of purchase acquisition, lease, transfer or sale of any real or personal property interest under C.R.S. 24-6-402(4)(a) - convey property (Hwy 105); obtain property (El Paso County).*

*C) 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 (a) accounting for certain funds as General Funds or Water Enterprise Funds and (b) addressing the legal issues involved in the Petition to Disconnect Filed by United Congregational Church.*

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

**Reconvene to Open Session** at 5:51 pm and recess until 6 pm.

Mayor Havenar called for order at 6 pm and introduced the Palmer Lake Elementary Girl Scout Troop.

**Pledge of Allegiance** - Led by Palmer Lake Elementary Girl Scout Troop #45259

Mayor Havenar presented the Troop a certificate of appreciation.

**Consent Agenda.** MOTION (Stern, Ehrhardt) to approve the consent agenda including items 1) Minutes from August 22, 2024 Meeting; 2) Checks over \$15,000 - West Fork Construction (\$429,232.00) for PLES project. Roll call vote – aye 6; nay 0. Motion passed.

#### Staff/Department Reports

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

5. Police – Sgt Ramirez reported that equipment is certified, radar is repaired and running. He explained that Officer Wagner partnered with State Patrol this week on commercial vehicle inspections on Hwy 105. PLPD will partner with the FD on blood draws as needed.
6. Fire – Chief Vincent reported that a grant was received for additional wildland PPE.
7. Administration
8. Attorney – no report.
9. Administrator/Clerk – Collins provided an update on staffing; remarked that department budget meetings are taking place; explained star lighting in remembrance of 9/11 and will bring the policy back to consider adding as annual lighting. The invitation for advisory committee members to research a financial plan for the elephant rock property vision is posted and one individual expressed interest for the committee. Board suggested keeping it open and revisit any appointments in another 30 days. Collins expressed appreciation for the new windows installed in the town hall kitchen and the beautifully refurbished table.

### **Business Items**

10. Resolution 45-2024 to Authorize Agreement with UC Health for (BHCON) Clinician. Mayor Havenar stated this agreement is still under legal review by UC Health. No action.
11. Resolution 49-2024 to Authorize Improvement Agreement for Vale St Extension. Mayor Havenar stated this agreement will come back with new/additional information at a future meeting. No action.
12. Ordinance 11-2024 to Amend Code Language Relating to Littering Fees. Collins explained the research that Officer Perry completed and subsequently the citation fees will be added to the master fee schedule to consider in January, and this amends code to refer to the fee schedule. MOTION (Dreher, Padgett) to approve Ordinance 11-2024 amending code for littering fees. Roll call vote – aye 6; nay 0. Motion passed.
13. Public Request to Use Elephant Rock Property. Collins explained the request brought to staff about the use of elephant rock property for a large gathering summer of 2025. She reviewed the steps necessary to open to the public for different use than it was as a religious institution, including a review of the access permit by CDOT. Discussion ensued about different use of the property and various regulations that must be met. Board members considered the upcoming open space and directed staff to begin with recommended options from the Parks and Trails Commission.  
  
Mr. Atis Jurka stated a lot must be done before the property can be used. He asked the Board if town staff will be available to figure out costs for improvement.
14. Discussion/Direction on Intersection of Commercial/Circle. Collins explained the regular complaints received and the inability for PLPD to enforce the stop sign that was placed by tenants at the private drive (Commercial) onto Circle. She provided background about the Board approved private drive, the limited ingress/egress for the neighborhood, suggesting that the roadway should be developed to town standards and alleviate multiple issues for retail activity. Sgt Ramirez explained the various calls of complaints about drivers turning from Commercial onto Circle, stating that PD prefers to have a town stop sign to enforce the sign. Consensus of the Board was to add a town stop sign at Commercial and Circle.

**Public Comment.** Mr. Atis Jurka remarked about personal matters being confidential that were posted on social media. He suggested the matter be investigated and the party be reprimanded.

**Board Reports.** Trustee Ehrhardt commended the Parks volunteers for over 70 hours of work the past month. He stated the pickleball courts are nearing completion. Trustee Ball reported that she attended the CML district meeting in Cripple Creek and identified a few House Bills to watch. Mayor Havenar mentioned ongoing PPACG activity.

**Next Meeting (9/26) and Future Items.** Mayor Havenar reminded the Board about the retreat on 9/20 with departments.

**Convene to Executive Session.** MOTION (Dreher, Ehrhardt) to convene to executive session at 6:46 pm.

**Reconvene to Open Session at 7:32 pm.** Attorney Krob reviewed the topics discussed.

**Adjourn.** MOTION (Ball, Dreher) to adjourn at 7:33 pm. Motion passed.

  
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Mayor Glant Havenar

  
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ATTEST: Dawn A. Collins, Town Clerk