



## **BOARD OF TRUSTEES MEETING**

**Thursday, September 14, 2023 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.** Mayor called the meeting to order at 6:06 pm.

**Pledge of Allegiance.** Trustee Dreher led the pledge.

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

#### **Presentations**

Mayor suggested taking item 2 first.

2. PLPD Recognition of Officer Ramirez (Life Saving Medal). Chief Vanderpool acknowledged Officer Ramirez for a life saving act and read the account of the incident for the Board.

1. 2023 Creek Week Proclamation. Mayor Havenar read the proclamation for Creek Week September 30 through October 8, 2023.

#### **Consent Agenda**

MOTION (Ball, Farr) to approve the consent agenda including items 3) Minutes from August 24, 2023 Meeting and 4) Checks over \$15,000 - Schmidt Construction. Roll call vote – aye 7; nay 0. Motion passed.

#### **Staff/Department Reports**

5) Water; 6) Public Works including Roads & Park Maintenance; 7) Police; 8) Fire; 9) Administration – in packets with no questions.

10. Attorney – none.

11. Administrator/Clerk. Collins

#### **Business Items**

Mayor Havenar announced taking item 16 first.

16. Special Event Application - Palmer Lake Outdoor Classic (1/5-7). Ms. Jill Bradley addressed the Board with the plans for the hockey classic tournament, sharing a promotional video, and reviewing the weekend events beginning with set up on Thursday and following with a Friday evening youth camp, Saturday high school hockey tournament, and adult hockey on Sunday, January 5-7. Details for possible low profile fireworks are being reviewed for Saturday evening. Discussion took place about an

- alternate date depending on weather and ice condition as well as waiving the fee. Collins mentioned that PD will be assigned and Fire on standby for the activity on Saturday. MOTION (Padgett, Dreher) to approve the event and waive the application fee. Roll call vote – aye 7; nay 0. Motion passed.
12. Special Event Application - Monument Academy Cross Country (9/28). Collins provided the background for the cross country event on September 28. MOTION (Padgett, Farr) to approve the cross country event and waive the application fee. Roll call vote – aye 7; nay 0. Motion passed.
13. Special Event Application - Funky Little Theater Production of Sleepy Hollow (10/13-14). Collins provided the details for the one man performance of the Legend of Sleepy Hollow with two shows the weekend of October 13. MOTION (Padgett, Farr) to approve the event and waive the application fee. Roll call vote – aye 7; nay 0. Motion passed.
14. Special Event Application - Creepy Crawl 5K Fun Run, YMCA (10/28). Collins explained the annual event with PD assignment. MOTION (Padgett, Stern) to approve the annual fun run event on October 28 and waive the application fee. Roll call vote – aye 7; nay 0. Motion passed.
15. Special Event Application - Rat Rods and Rust Car/Bike Show (10/28). Mr. Jeremiah King provided his background to the Board and explained the trend of rat rod events. This request is for a first of annual car/bike shows beginning in 2024. It will include a children's costume contest and trunk or treat from 2-6 pm. Discussion took place about the morning event and parking overlap. Staff noted that the area will be noticed for the event. Discussion about total attendees took place and Mayor Havenar suggested that as it got closer, if numbers were high, that the event planner add a portable toilet for the event. MOTION (Padgett, Dreher) to approve the car/bike show. Roll call vote – aye 7; nay 0. Motion passed.
17. Resolution 64-2023 to Appoint Alternate Member to Parks Commission. Collins stated that the Parks Commission recommended the appointment of alternate member Garcia Wood to the Parks Commission. MOTION (Dreher, Ehrhardt) to approve Resolution 64-2023 appointing Ms. Wood as alternate member. Roll call vote – aye 7; nay 0. Motion passed.
18. Resolution 61-2023 to Appoint Member to the Community Development Advisory Board (CDAB). Discussion took place about Trustees Shana Ball and Sam Padgett being interested in the appointment. Trustee Padgett stated she was unaware of the messaging for the proposed appointment. MOTION (Ball, Padgett) to table Resolution 61 until the next meeting. Trustee Padgett will review the commitment with her family. Roll call vote – aye 7; nay 0. Motion passed.
19. Resolution 62-2023 to Authorize Agreement - PLPD and EPC for Incinerator Use and Restrictions. Chief Vanderpool explained the use of the agreement to appropriately destroy evidence. MOTION (Ball, Stern) to approve Resolution 62-2023 authorizing the agreement. Roll call vote – aye 7; nay 0. Motion passed.
20. Resolution 65-2023 to Renew Memo of Understanding to Collaborate on Services to Victims of Crime, PD and EPC Sheriff. Chief Vanderpool reviewed the need for victim services. MOTION (Padgett, Dreher) to approve Resolution 65-2023 renewing the MOU. Roll call vote – aye 7; nay 0. Motion passed.
21. Resolution 63-2023 to Consider New Flushing Water Rates. Collins explained the purpose for the flushing water rates and background arriving at the rates comparable to bulk water rates. MOTION (Dreher, Stern) to approve Resolution 63-2023 as presented. Roll call vote – aye 5; nay 2 (Padgett, Farr). Motion passed.

22. Ordinance 20-2023 to Disconnect Parcel from Town (Fitzgerald). Mayor Havenar explained the item and asked if any public member wanted to speak to this item. There was none. MOTION (Farr, Stern) to approve Ordinance 20-2023 to disconnect the parcel. Roll call vote – aye 7; nay 0. Motion passed.

23. Ordinance 21-2023 to Adopt Ch.17.76 Sign Code. Discussion took place among Board members that the code was an overreach. Members discussed what to do about signs that have not complied with code. Attorney Krob suggested the Board consider a workshop to hear the public and clarify options that may take place with existing signs. Ms. Brenda Quinones on behalf of Alpine Essentials questioned how non-compliance will be addressed. She also inquired about wave banners and the allocation of signs for multiple licenses. Collins noted that there is a process for an exception written into the code. Mr. Jeremiah King inquired about temporary signs for events. Collins noted the code addresses temporary signs. MOTION (Farr, Padgett) to table the sign code to a workshop on October 4. Roll call vote – aye 7; nay 0. Motion passed.

**Public Comment.** None.

**Board Reports.** Trustee Ehrhardt updated the Board on the activity from the Parks Commission meeting. Trustee Ball provided a summary to the Board of the cooperative meetings she is attending (handout). Trustee Padgett inquired about a report of the retail marijuana revenue. Attorney Krob responded that staff will check directly with the establishments to report it. Mayor Havenar reported on attending the PPACG meeting.

#### **Next Meeting (9/28) and Future Items**

**Convene to Executive Session.** 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) – Elephant Rock property lease; for conference with Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) - release of confidential discussions in executive sessions; and personnel matter under C.R.S. 24-6-402(4)(f) - Town Administrator evaluation and contract review. MOTION (Farr, Padgett) to convene to executive session at 7:47 pm. Roll call vote – aye 7; nay 0. Motion passed.

**Reconvene to Open Session.** MOTION (Stern, Farr) to reconvene to open session at 9:47 pm. Roll call vote – aye 7; nay 0. Motion passed.

**Adjourn.** MOTION (Stern, Farr) to adjourn at 9:47 pm. Motion passed.

  
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Mayor Glant Havenar

  
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ATTEST: Dawn A. Collins, Town Clerk