



### **Record of Minutes**

**Thursday, January 25, 2018, 6:30PM**

Palmer Lake Town Hall – 28 Valley Crescent

*This agenda is subject to revision*

Board of Trustees Present:

Mayor John Cressman

Mayor Pro-Tem Richard Kuehster

Trustee Paul Banta

Trustee Glant Havenar

Trustee Mark Schuler

Trustee Bob Mutu

Trustee Mitch Davis

Staff Present:

Town Attorney Maureen Juran

Town Administrator Catherine Green

### **Town Council Meeting**

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Agenda

*Motion was made by Trustee Kuehster to approve the agenda. Motion was seconded by Trustee Schuler. Motion passed 7-0*

5. Approval of Minutes (January 11, 2018)

*Motion was made to pass the 1-11 -18 minutes by Trustee Schuler, seconded by Trustee Havenar. Motion passed 7-0*

6. Unscheduled Public Comments

*Reserved for members of the public to make a presentation to Council on items or issues that are not scheduled on the agenda. As a general practice, the Council will not discuss/debate these items, nor will Council make any decisions on items presented during this time, rather will refer the items to staff for follow up. Comments are limited to three (3) minutes per speaker. Time will be limited to 30 minutes.*

### **Guest Speakers:**

7. Tri-Lakes Views, Inc., Outdoor Public Art in Palmer Lake, Sky Hall, President

*Betty Konarski handed out maps of the TriLakes Views art sculptures places around Palmer Lake and Monument. Sky Hall, president of TriLakes Views, talked about the group's history (est. 2003). He discussed how they operated the outdoor art program, and how they would like*

*to continue working with, and being there for Palmer Lake. He described the pedestals they hope to put in the parking lots off HWY 105 and how they are financed (donations).*

**Resolutions: (No public hearing, audience comments at Mayor's discretion)**

8. Resolution No. 4 of 2018: A Resolution authorizing signatures for banking services on behalf of the Town of Palmer Lake. *Attorney Juran explained that the resolution was based on conversations with the Town's auditor and attempts to ensure that the same person issuing a check is not the same person that signs it. Much of the pressure is being taken off by outsourcing payroll to a company. The resolution allows signatures by Town Administrator (Green), Town Clerk (Vacant), Mayor (Cressman), and Mayor Pro tem (Kuehster). Trustee Banta commented that he feels an elected official should be required to sign each check. Juran explained that it is normal to have only staff signing checks. Trustee Kuehster made a motion to pass Resolution 4 of 2018, Trustee Davis seconded the motion. Motion passed 6-1, with Trustee Banta opposing.*

9. Resolution No. 5 of 2018: A Resolution of the Board of Trustees of the Town of Palmer Lake, Colorado, approving the second amended and restated Intergovernmental Agreement concerning the El Paso - Teller County Emergency Telephone Service Authority.

*Attorney Juran explained the nature of the Resolution which allows the Town to enter into the amended IGA with El Paso County-Teller County Emergency Telephone Service Authority. A motion was made to pass Resolution 5 of 2018 by Trustee Davis and seconded by Trustee Mutu. Motion passed 7-0*

**Ordinances: (roll call vote, public hearing required)**

10. Ordinance No. 2 of 2018: An Ordinance vacating a 20' right of way between Verano Avenue and Largo Avenue, Palmer Lake, Colorado

*Green went over the background of the vacation. The ROW is shown in the original plat but due to its width and placement, it is doubtful that it was ever intended to be a road. Some think it may have been intended for a carriage road or perhaps a trail. The applicant owns the land on both sides of the right of way and would like to vacate the right of way and make it into one parcel. The Planning Commission voted 7-0 to recommend vacation of the right of way with the following conditions: 1. A recordable survey be produced, 2. The landowner get a free fire mitigation assessment done by CUSP, and 3. Michael Elliot bring a signed power of attorney to speak on behalf of the landowner, who lives out of state.*

*The council looked at various maps of the area. Michael Elliot answered questions about the layout of the plat map. During the public hearing, Reid Wiecks discussed the necessity to get a fire assessment done on property and how grants are available for the work as well as a state tax credit. Public hearing was closed. Trustee Banta made a motion to pass Ordinance 2 of 2018, seconded by Trustee Schuler. Motion passed 7-0*

**Discussion of Agenda Items for upcoming Council Meetings**

*Trustee Schuler asked that we discuss the operation and organization of the Fire Department as soon as possible.*

**11. Unscheduled Public Comments**

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*during this time, rather will refer the items to staff for follow up. Comments are limited to three (3) minutes per speaker. Time will be limited to 30 minutes.*

## 12. Town Attorney report

Attorney Juran went through changes made with the Recodification subcommittee (Mayor Cressman, Trustee Davis, Trustee Banta). The first seven (of seventeen) Titles were discussed and in addition to “cleanup”, the following content/policy changes were recommended:

- Change Mayor terms from 2 to 4 years.
- Add policy for managing surplus town property and give it a dollar amount (5000?).
- Add an ordinance to address peddlers, vendors, etc.
- Rewrite and update liquor licensing
- Leave sexually oriented business title alone for now. Rewrite later.

This is an update to council and no decision needed to be made at this time.

## 13. Staff updates

*No staff updates. Trustee Mutu asked about police reports. Green explained that a new format had been given to the police department but that department reports will be submitted for the first meeting of each month.*

## 14. Town Council Comments and Reports

*Trustee Glant and Trustee Mutu discussed the newly formed Parks Committee and the outcome of their first meeting. Following are some of the points made:*

- *Looked at budget and cost of playground equipment.*
- *Decided a better playground design was needed at a bigger cost*
- *Discussed fundraising for playground equipment and decided to reinstate the Winterfest for Feb. 24<sup>th</sup>*
- *Will use Winterfest fundraising to purchase a dock for boats on the lake and will in turn use the dock to run a fundraiser for playground equipment.*

*Alex Farr spoke and described some of the details of the Winterfest, such as where, how the fires would be done, what activities and how much (\$1 each).*

*Dee Banta asked if the current playground equipment needed to be removed for insurance reasons (safety) Green replied that the loose parts had been removed and the remaining equipment can wait to be replaced.*

*There was a discussion of water in the lake and what could and couldn't be disturbed. Trustee Davis said that the water could not be altered but such minium additions probably wouldn't affect the water rights issue. State water engineer should be contacted before any major alterations are made.*

*Mayor Cressman suggested using signs to keep fishermen away from boat launching. It would be easy and less expensive.*

*Council gave a “thumbs up” on the Winterfest event.*

## 15. Adjourn

*At 8:25, Trustee Mutu made a motion to adjourn, followed by Trustee Havenar (and several others). All stood to leave.*

*Please note: If you have a disability and need auxiliary aids or services, please notify the Town of Palmer Lake (719-481-2953) at least 48 hours in advance of when services are needed. The Town of Palmer Lake will make every effort to accommodate the needs of the public.*