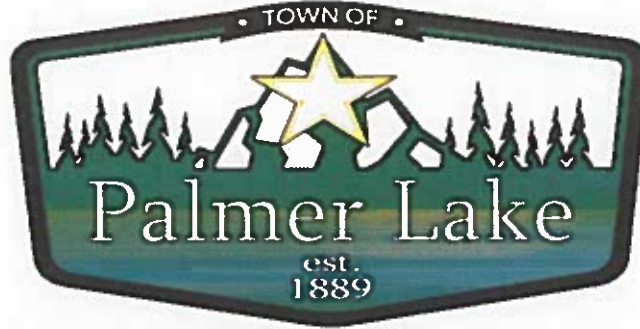




RECORD OF MINUTES

Board of Trustees

Thursday, July 9, 2020, at 6 PM

PALMER LAKE TOWN HALL, 28 VALLEY CRESCENT, PALMER LAKE, COLORADO

1. **Call to Order.** Mayor Cressman called the meeting to order at 6:00 PM.

2. **Pledge of Allegiance**

3. **Roll call**

Present	Mayor John Cressman
Present	Mayor Pro Tem Mark Schuler
Present	Trustee Paul Banta
Present	Trustee Glant Havenar
Present	Trustee Bob Mutu
Excused	Trustee Susan Miner
Present	Trustee Patty Mettler

4. **Consent Agenda;** including Approval of Agenda, Approval of Board Minutes from June 25, 2020. MOTION (Havenar, Schuler) to approve the consent agenda. Motion passed. Errors including item numbering and the date of minutes on the consent agenda were identified to be corrected.

5. **Public Comment.** Mr. Bromfield inquired further about the fire restrictions shared to the Town website, suggesting that the Town may be more restrictive than El Paso County. Staff will research the fire code/restrictions.

6. **Approval of New Business License Application – Hairapy Salon.** Emily Bryant, owner of Hairapy Salon will provide men and women's services for cutting, styling, and cosmetic services at 47 Hwy 105. MOTION (Banta, Havenar) to approve the business license. Roll call vote – aye (6); nay (0). Motion passed.

7. Resolution 09-2020 to Approve Town Star Lighting Protocol Policy. This item was previously brought to the Board and slightly modified based on feedback. MOTION (Banta, Mutu) to approve Resolution 09-2020. Roll call vote – aye (6); nay (0). Motion passed.

8. Discussion/Direction of Organizational Structure. Collins requested consensus to begin the hire process for a new position of Deputy Clerk/Treasurer to complete the Administration team for the Town. Discussion took place about various functions of the position. Overall consensus was to move forward with the new hire process for a Deputy Clerk/Treasurer position.

9. Financials. None.

10. Staff Reports

Water – included; request was made for a status update of Reservoir Road.

Roads - none

Police – included; inquiry was made about quantity of citations. Chief Vanderpool responded there is more traffic than usual. Havenar requested that patrol be increased around the lake.

Fire – included; Chief McCarthy provided a summary of the trailer fire earlier in the week and stated he is proud of the teamwork of the department.

Parks – included; Commissioner Wiecks provided an overview of activities as well as presented a draft of recommendations for three phases of parking solutions continuing to be worked through.

Approximately five items – close 2-3 parking spots at Trailhead entrance for safety; install donated bike rack at Trailhead; place parking barriers to protect grass areas at Centennial; create a survey for visitors to retail business/restaurant to gather data about visitors; place a bear proof trash can and pet waste at Trailhead – were provided consensus from board to continue working on.

Clerk – included; additionally, Collins mentioned she is registered for the CMCA Institute, provided virtually, over the course of weeks, and received a scholarship matching her \$200 fee (total of \$400).

Attorney – included; Attorney Kolb provided updates on various ordinance language that the Board may want to consider. Members directed that amended language for the Sexually Oriented Business come back to the board for action (suggested within 2000 ft distance of establishments for children), as well as drafting language to create a noise ordinance, including exempting special events approved by the Town (reference made to Larkspur code for exemptions).

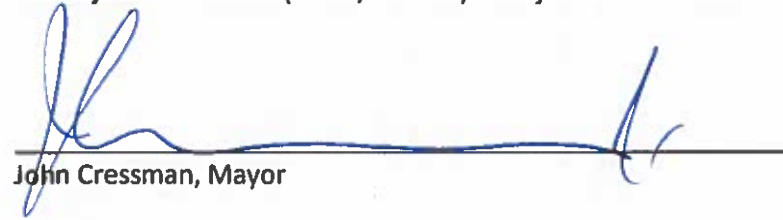
Manager – Interim Manager Radosevich addressed concerns from the library about the building not meeting being ADA compliance and meeting next week with the Library; the Town Hall roof is sagging and CIRS will send an inspector for an estimate; the public parking signs on Hwy 105 are installed; and a review of lake issues were discussed at length. Board and public members provided ideas to control and/or mitigate the lake use. Attorney Kolb was directed to bring back legal suggestions for this issue, as well as check with CIRS about the Town liability on water quality.

11. Board Comments. Trustee Havenar provided an update from PPACG. A change from 100% support to 2/3 majority support in order to lobby for a bill took place. Budget data for 2021 was provided and shared with staff. An update about COVID numbers and status of El Paso County was reviewed.

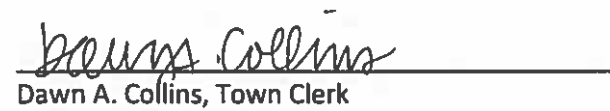
Trustee Schuler stated he will remain a listening member to the Public Safety Committee.

12. Next Meeting (July 23)

13. Adjourn. MOTION (Mutu, Schuler) to adjourn at 7:45 PM. Motion passed.



John Cressman, Mayor



Dawn A. Collins, Town Clerk

7/29/2020
Date Approved