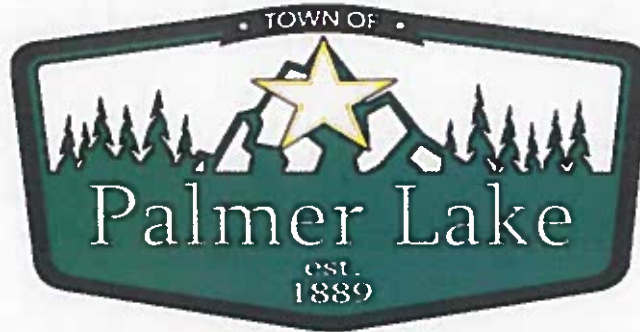




RECORD OF MINUTES

Board of Trustees Meeting

Thursday, May 13, 2021, at 6 PM

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

1. **Call to Order.** Mayor Bass called the meeting to order at 6:00 PM.
2. **Pledge of Allegiance.**
3. **Roll call**

Present	Mayor Bill Bass
Present	Mayor Pro Tem Sam Padgett
Present	Trustee Nicole Currier
Present	Trustee Darin Dawson
Present	Trustee Jessica Farr
Present	Trustee Glant Havenar
Present	Trustee Karen Stuth

4. **Introduction of New Business – WAKE.** Mayor Bass stated that this item will be rescheduled for the May 27th meeting.

5. **Consent Agenda.** MOTION (Currier, Stuth) to approve consent agenda including Minutes from the April 22, 2021 meeting and checks over \$15,000 for GMS and Larkspur FPD. Roll call vote – aye (7); nay (0). Motion PASSED.

6. **Staff/Department Reports.** Collins provided an update of the redrilling progress for the water department. Supervisor Dosch provided a report of activity taking place with Parks and road projects, including the start of the South Valley road improvement in June. Mayor Bass inquired about repair of Spruce Mountain roadway and Dosch stated it will be patching until it is slotted for full improvement. Dosch also stated that IREA is replacing poles within the Town. Trustee Padgett inquired about compliance of a business to the dark sky ordinance with PD. Chief Vanderpool responded that it is being addressed. Gary Atkins inquired about the backside of the building. Trustee Currier asked Chief McCarthy about good will check. Collins stated that new staff will be introduced to the Board and re-introduced office staff, including ongoing assistance of Bob Radosevich with land use business as well as Deputy Town Clerk Julia Stambaugh, managing finance functions, who then introduced the

administrative team – Toni Vega, developing the Court Clerk role, processing licensing and applications, and records management; Tish Torweihe, hired last fall and primarily customer service, billing, deposits and administrative support to Parks Commission; and Christi Birkeland, IT and payroll specialist as well as new hire set up and vendor liaison. Collins provided a report on water taps, Elite Crane anticipated move out, library update, town hall update, town positions being available until filled, upcoming star lighting for memorial weekend, non-renewal of dirt track, workshop dates to update the Board on sanitation and water projects and an upcoming annual review. Trustee Stuth mentioned that a second Glen neighborhood meeting for the Master/Comp Plan will be conducted on May 25.

7. Public Comment. Mayor Bass read an email provided by Mr. Ben Dalrymple regarding the Glen area and parking in town. Trustee Stuth read an email from Kevin Dreher suggesting a fencing option for the RR-lake area.

8. PUBLIC HEARING & Conditional Use Resolution 25-2021 (Fletchers). Collins provided background to clarify the property use in the area and the recommendation of the Conditional Use for Fletchers. Mayor Bass opened the hearing. Gary Atkins provided background to the past operations of Fletchers and shared concerns about the condition of the property. Mayor Bass read an email message from Matt Stephens addressing property concerns. Mayor Bass closed the hearing. Discussion took place about allowing the heavy equipment for six months as recommended by Planning Commission. MOTION (Stuth, Havenar) to continue the hearing until May 27 and invite the applicant to be present to address questions. Trustee Currier requested that staff confirm information about drums on the property. Roll call vote – aye (7); nay (0). Motion PASSED.

9. PUBLIC HEARING & Ordinance 6-2021 to Adopt IFC 2015 Code. With no comments from the public, Mayor Bass closed the hearing. MOTION (Stuth, Havenar) to approve Ordinance 6-2021 adopting the IFC 2015 code with amendments. Roll call vote – aye (7); nay (0). Motion PASSED.

10. Special Event Application – Tri-Lakes Fishing Derby. Representatives of the Lions Club reviewed the plans for the June 5th fishing derby at the lake for ages 4-14. MOTION (Havenar, Padgett) to approve the special event application as presented. Roll call vote – aye (7); nay (0). Motion PASSED.

11. Special Event Application – 100k Run. Mayor Bass mentioned this event is still being reviewed and will come back.

12. Ordinance 7-2021 to Rescind Emergency No Parking on Streets. Discussion took place about parking through the town. Staff stated that with this official action, as permanent signs identifying no parking are placed in residential areas, the temporary signs will be removed. It was directed to add large blue/white “P” parking signs to the public parking off hwy 105 and direction to the trailhead from the public parking. MOTION (Farr, Currier) to approve Ordinance 7-2021 to rescind the emergency no parking. Roll call vote – aye (6); nay (1 - Havenar). Motion PASSED.

13. Resolution 26-2021 to Approve Pikes Peak Regional Multi-Hazard Mitigation Plan 2020 Update. Collins explained that Bob Radosevich started this work in January 2020 and department supervisors assisted in updating the Town of Palmer Lake language in the plan. MOTION (Padgett, Havenar) to approve Resolution 26-2021 approving the plan. Roll call vote – aye (7); nay (0). Motion PASSED.

14. Review and Direction on Draft Amended Noise Ordinance. Mayor Bass read an email message from Gordon Roberts addressing his suggestions to the ordinance. Chief Vanderpool provided enforcement feedback about the drafted language. Discussion of the Board suggested that staff combine business with the contractor noise and define. Discussion took place about permitting outside live music. Gary Atkins stated his concerns about outside live music until 10p instead of the peace and

quiet of the town, noting it is a change to the community except for special events. Trustee Padgett provided her perspective as a licensed establishment owner and the opportunity that being outside allowed for customers to partake, due to COVID restrictions. Discussion continued about a permit to regulate outside music. Gary Atkins commented about parameters and what becomes a violation. Staff suggested this sort of permit be addressed in the licensed establishment portion of code and will draft language.

15. Review and Direction on Master Fee Schedule. Board members reviewed the highlighted portions of the drafted fee schedule. Direction from the Board was to eliminate the dog licensing, which will be revised in code. It was suggested to review marijuana fees. Discussion took place about water fees as well as the increase to land use application fees. Fire Department fees will be revised appropriately and the parking kiosk fee will be added.

16. Discussion/Review of Water Conservation Ordinance(s). Board discussion took place to separate the emergency and regular conservation measures. A draft will be brought back for review.

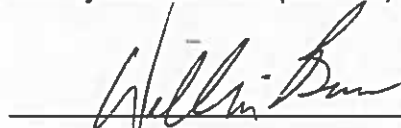
17. Board Reports.

18. Next Meeting (May 27) and Future Items. Collins requested dates for a two hour workshop to bring the Board up to speed on regional projects being proposed for sanitation and for water lines.

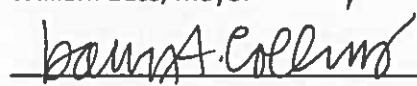
19. Convene to Executive Session. MOTION (Farr, Currier) to convene to executive session at 8:31 PM. Roll call vote – aye (7); nay (0). Motion PASSED.

18. Reconvene to Open Session. MOTION to reconvene to open session. Motion PASSED.

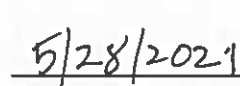
19. Adjourn. MOTION (Havenar, Padgett) to adjourn at 8:58 PM. Motion PASSED.



William Bass, Mayor



Dawn A. Collins, Town Administrator/Clerk



Date

5/28/2021