



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, January 06, 2026

CALL TO ORDER at 7:02pm

ROLL CALL

Mayor Duke Gerber	Mayor Pro-Tem Art Fox	Trustee Garrett Alexander (7:27)
Trustee Ben Kleimer	Trustee Whitney Maxwell (7:11)	Trustee Bob Oppenheimer
Trustee Ondrej Mertlik	Deputy Clerk Chris Brown	
Administrator/Clerk Melissa Matthews		

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA - *Items to be added or pulled from the agenda*

Motion by Duke Gerber to approve the agenda, seconded by Art Fox, unanimously approved.

APPROVAL OF MINUTES

1. January 06, 2026

Motion by Ben Kleimer to approve the Minutes, seconded by Duke Gerber, unanimously approved.

PUBLIC COMMENTS - *For items not on the agenda, please keep comments to five minutes or less.*

DISCUSSION AND ACTION ITEMS

1. Land use regulations

We requested a formal review from our planner and consulted with the Town Attorney.

Based on that review, we have determined that using a lot primarily for outdoor storage is not an allowable use in the MU/TC zone district under our current code, and the Town Attorney has advised that we begin enforcement of the code as written throughout town.

Staff will begin enforcement, staff will also begin addressing similar situations throughout town to ensure enforcement is applied fairly and consistently, recognizing that similar storage-only uses exist elsewhere. Staff will be moving forward with enforcement which is stated in our code.

2. Reappoint Planning & Zoning

Every year the board need to reappoint the Planning & Zoning Commission members.

Motion by Ben Kleimer to Reappoint Kevin Ives and Aaron Burgamy to a 2 year term on the Planning & Zoning Commission, seconded by Whitney Maxwell, unanimously approved.

ORDINANCES & RESOLUTION

ORDINANCE 5 SERIES 2025 Second Reading

AN ORDINANCE OF THE TOWN OF RED CLIFF, COLORADO, REENACTING ARTICLE 1 OF CHAPTER 6 OF THE RED CLIFF MUNICIPAL CODE CONCERNING BUSINESS LICENSES.

Motion by Duke Gerber to approve the second reading of Ordinance 5, Series 2025, seconded by Bob Oppenheimer, unanimously approved.

RESOLUTION 1, SERIES 2026

A RESOLUTION APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR THE TOWN OF RED CLIFF, COLORADO

Motion by Ben Kleimer to approve Resolution 1, Series 2026, seconded by Art Fox, unanimously approved.

RESOLUTION 2, SERIES 2026

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, ADOPTING THE LIQUOR LICENSING POLICY AND PROCEDURES FOR THE REVIEW, APPROVAL, RENEWAL, TRANSFER, AND REGULATION OF LIQUOR LICENSES WITHIN THE TOWN OF RED CLIFF.

Motion by Duke Gerber to table this until next meeting to allow for complete review, seconded by Ben Kelimer, unanimously approved.

RESOLUTION 3, SERIES 2026

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, APPOINTING THE TOWN CLERK AS THE DESIGNATED ELECTION OFFICIAL AND DELEGATING AUTHORITY AND RESPONSIBILITY TO THE TOWN CLERK TO APPOINT ELECTION JUDGES FOR THE UPCOMING MUNICIPAL ELECTION SCHEDULED FOR APRIL 7, 2026

Motion by Duke Gerber to approve Resolution 3, Series 2026, seconded by Art Fox, unanimously approved.

STAFF/TRUSTEE UPDATES

Mayor, Duke Gerber:

- The maintenance has been doing great with plowing.

Administrator/Clerk, Melissa Matthews:

- There will be a Planning and Zoning meeting on 1/20/26 for a special review application.
- Green Bridge Inn turned in a renewal application for their liquor license; it is under preliminary review by staff, and can be administratively approved upon completion.
- We got a virus on one of our main computers so beware of odd emails.
- The T-mobile application submitted for the mural project with Addie Dore.
- There was a delay with Pinnacle getting out workers comp estimates. It has gone down for the 2nd year in a row.
- Maintenance is doing a great job; Billy is back in Red Cliff after helping out Minturn.
- The 3 mile plan is complete with exception of one change on a map.
- Scot Hunn and staff will be prioritizing an assessment of chapter 16 of our code alongside permitting process and procedures while also looking at the alignments with the Comprehensive plan.
- Will issue RFP for consulting services for our municipal court start-up and implementation support this week.
- All the Community Fund holiday events were great this year with a lot of participation. Thank You to all the volunteers.

BILL PAY

1. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (178.76)
Apex Waste	5086 · Trash Collection	\$ (162.62)
Amazon Marketplace	5041 · Postage, Print, Telephone, Supplies-	\$ (36.71)
Amazon Marketplace	5100 · Building/Grounds-Dog poop bags	\$ (136.63)

Century Link - x2191	5041 · Postage, Print, Telephone, Supplies	\$ (210.46)
ChatGPT	5041 · Postage, Print, Telephone, Supplies	\$ (60.00)
CIRSA	5071 · Liability/Commercial Insurance Premium	\$ (6,478.32)
Eagle County Landfill	5100 · Building/Grounds	\$ (96.46)
Ebay	5100 · Building/Grounds	\$ (1,589.69)
Home Depot	5032 · Repairs, Testing & Maintenance	\$ (187.88)
Home Depot	5100 · Building/Grounds- Park Upgrades	\$ (143.43)
J.G. Plumbing & Heating	5100 · Building/Grounds	\$ (3,148.34)
Pinnacol Assurance	5072 · Worker's Compensation	\$ (1,269.00)
Payroll tax	Payroll Tax	\$ (456.00)
Restaurants	5051 · Mktg, Advertising & Events- Lunch with Billy	\$ (18.60)
John P Gorham	2121-Permit Deposit return	\$ (500.00)
Uline	5110 · Road/Bridge	\$ (387.53)
USDA Forest Service Service	5115 · Rent/Lease Expense - Communications Tower	\$ (406.23)
Walking Mountains	5182 · Dues & Memberships	\$ (172.00)
William Martinez	5183- Gas Mileage Reimbursement	\$ (140.00)
William Martinez	5110 · Uniform	\$ (250.00)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$ (2,027.92)
Duke Gerber	5062 · Board Member	\$ (250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	5062 · Board Member	\$ (150.00)
Garrett Alexander	5062 · Board Member	\$ (150.00)
Ondrej Mertlik	5062 · Board Member	\$ (150.00)
Robert Oppenheimer	5062 · Board Member	\$ (150.00)
Whitney Maxwell	5062- Board Member	\$ (150.00)
Beyer, David	Payroll	\$ (2,496.08)
Beyer, David	Bonus	\$ (1,637.66)
Brown, Chris	Payroll	\$ (1,319.57)
Brown, Chris	Reimbursement - Health Insurance	\$ (458.00)
Brown, Chris	Bonus	\$ (146.36)
Finamore, Kristina	Payroll	\$ (115.09)
Finamore, Kristina	Bonus	\$ (247.83)
Sandoval, Lorenzo	Payroll	\$ (1,677.84)
Sandoval, Lorenzo	Bonus	\$ (1,823.66)
Matthews, Melissa	Payroll	\$ (2,253.93)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (458.00)
Matthews, Melissa	Bonus	\$ (242.67)

Matthews, Melissa	Expense Reimbursement - Cell phone/ Travel Expenses	\$ (37.50)
Gallegos, Nick	Payroll	\$ (1,349.33)
Gallegos, Nick	Bonus	\$ (128.33)
Martinez, William	Payroll	\$ (2,891.55)
Martinez, William	Reimbursement - Health Insurance	\$ (458.00)
Martinez, William	Bonus	\$ (2,082.30)
Vayan, Katelyn	Payroll	\$ (147.84)
Vayan, Katelyn	Bonus	\$ (11.52)

Motion by Art Fox to approve the General Account bill pay, seconded by Garrett Alexander, unanimously approved.

2. Enterprise Account

Altitude Septic	5032 · Repairs, Testing & Maintenance	\$ (11,597.00)
American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$ (734.25)
CenturyLink	5033 · Wastewater Ops - Utilities	\$ (73.79)
FirstBank	5181 · Bank Service Charges	\$ (15.00)
USABlueBook	5022 · Repairs, Testing & Maintenance - WTP	\$ (323.85)
Water Quality Control Professionals	5031 · WWTP Operators, 5032 · Opts	\$ (2,065.64)
Water Quality Control Professionals	5021 · WTP Operators, 5022 · Opts	\$ (1,764.00)

Motion by Garrett Alexander to approve the Enterprise Account bill pay, seconded by Whitney Maxwell, unanimously approved.

3. Community Fund Account

FirstBank	5181 · Bank Service Charges	\$ (2.00)
Kristina Finamore	Reimb-5051 · Marketing & Town Events - Christmas Events	\$ (567.47)
Kristina Finamore	5183- Gas Mileage Reimbursement	\$ (22.40)
Lauren Morris	Reimb-5051 · Marketing & Town Events - Christmas Events	\$ (31.54)
Lauren Morris	Reimb-5051 · Marketing & Town Events - Christmas Events	\$ (154.65)
Whitney Young	Reimb-5051 · Marketing & Town Events - Christmas Events	\$ (110.02)

Motion by Garrett Alexander to approve the Community Fund Account bill pay, seconded by Duke Gerber, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Duke Gerber, unanimously approved at 8:05 pm.