



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Council Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, MARCH 3, 2020**

**CALL TO ORDER at 7:05PM**

**ROLL CALL**

|                                   |                          |                              |
|-----------------------------------|--------------------------|------------------------------|
| Trustee Tom Henderson             | Trustee Valarie Blevins  | Trustee Amelia Neat          |
| Mayor Duke Gerber                 | Trustee Art Fox          | Trustee: Open                |
| Trustee Dana Veljacic (Arr. 7:08) | Administrator Barb Smith | Deputy Clerk Melissa Mathews |

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Motion by Tom Henderson to approve the agenda, seconded by Amelia Neat, unanimously approved.

**APPROVAL OF MINUTES**

1. February 4, 2020

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

**PUBLIC COMMENTS**

None.

**DISCUSSION & ACTION ITEMS**

1. **TransRockies Run:** approval requested for the event on August 6 & 7, 2020. This is a reoccurring event which would like to be approved with the same operations as last year. Board of Trustees had no objections.

Motion by Duke Gerber to approve the TransRockies Run 2020 event, seconded by Art Fox, unanimously approved.

2. **Encroachment Agreement for the Water Street Townhomes:** The Developers of the Water Street Townhomes are required to have an agreement with the Town for the area used as access to the Townhomes and in which their utilities are located.

Motion by Valarie Blevins to approve the Encroachment Agreement for the Water Street Townhomes for the area used as access to the Townhomes and in which their utilities are located, seconded by Art Fox, unanimously approved.

Motion by Duke Gerber to approve the subdividing of the new plat as exhibited, seconded by Valarie Blevins, unanimously approved.

**ORDINANCES & RESOLUTIONS**

Ordinance 3, Series 2020 – Second Reading

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, AMENDING CHAPTER 16 OF THE RED CLIFF MUNICIPAL CODE TO INCLUDE A DEFINITION FOR SHORT TERM RENTALS THEREIN AND PROHIBITING SHORT TERM RENTALS IN RED CLIFF

Motion by Valarie Blevins to approve Ordinance 3, Series 2020, seconded by Duke Gerber, vote was unanimously approved.

Resolution 1, Series 2020

A RESOLUTION APPROVING A GRANT APPLICATION SUBMITTED TO THE GATES FAMILY FOUNDATION, CAPITAL GRANT PROGRAM FOR THE SURVEY, DESIGN AND ENGINEERING OF A NON-MOTORIZED TRAIL SYSTEM ON IRON MOUNTAIN.

Motion by Valarie Blevins to approve Resolution 1, Series 2020, seconded by Amelia Neat, vote was unanimously approved.

**UPDATES**

1. Mayor Update

Mayor Duke Gerber:

- Attended the Mayors & Managers meeting with Barb Smith. They discussed a multitude of local topics and had a focus on transportation (specifically the bus system). Although it is a long term plan, they plan to streamline all of the bus systems (including Town of Vail, Town of Avon, Beaver Creek and Eco Transit Busses).
- Attended the Mountain Lion Management Meeting. They are working to reallocate hunting permits to help with overpopulation of large cats in certain areas of the State.

2. Administrator Update

Administrator Barb Smith:

- Attended the Flood Plan Management workshop with Scot Hunn. They made some good contacts for future projects. Scot was able to gain pertinent information for future projects as well.
- We have had two accidents recently with the loader. Our insurance company will not cover these because we have governmental immunity when the loader is in use. However, since the cars were parked, the Town will try to cover their deductibles.
- There is an Eagle Mine Meeting at CMC on March 12<sup>th</sup>.

3. Other Staff/Trustee Updates

Trustee Valarie Blevins:

- Would like for residents to track when they have needed to use the bus during times when there isn't an ECO bus route scheduled. Melissa will work on a system for this.
- Update on the Marcin Engineering bill for the bridge? Barb explained that she met with them and they came to a compromise – the amount is now what you see in the bill pay.

Deputy Clerk, Melissa Matthews:

- We will have a "Census Hub" at Town Hall on Tuesday, 3/31/2020 for residents. There will be laptops connected to the WIFI for residents to complete their Census questionnaire online for. This is thanks to the Eagle County Library District.
- The next Community dinner will be on Wednesday, 3/18/2020 at 6pm.

**BILL PAY 3/3/2020**

1. General Account

|                         |  |            |
|-------------------------|--|------------|
| ABC Parts               | 5093 · Maintenance                               | (338.97)   |
| Forethought.net         | 5046 · Computer & Internet                       | (140.00)   |
| Garfield & Hecht        | 5013 · Attorney - General Matters                | (3,116.70) |
| Honnen Equipment        | 5091 · Repairs                                   | (294.15)   |
| IRS/US Treasury         | Payroll Liabilities - Federal Wage Withholding   | (4,111.83) |
| J.G. Plumbing & Heating | 5093 · Maintenance                               | (2,535.38) |
| Mitchell & Company, LLC | 5046 · Computer & Internet                       | (1,400.99) |
| Mitchell & Company, LLC | 5046 · Computer & Internet                       | (490.00)   |
| NWCCOG                  | 5009 · Benefits Health Insurance - February 2020 | (1,349.40) |

|                                   |   |                    |
|-----------------------------------|---|--------------------|
| OJ Watson                         | 5093 · Maintenance                          | (101.07)           |
| Pinnacol Assurance                | 5072 · Worker's Compensation                | (666.00)           |
| USPS                              | 5041 · Postage, Print, Telephone, Supplies  | (55.00)            |
| Utility Notification Center of CO | 5100 · Building/Grounds                     | (20.00)            |
| Xcel Energy x7086-0               | 5083 · Gen Ops: Xcel Town Hall              | (1,387.44)         |
| Duke Gerber                       | 5061 · Mayor                                | (250.00)           |
| Amelia Neat                       | 5062 · Board Member                         | (150.00)           |
| Art Fox                           | 5062 · Board Member                         | (150.00)           |
| Dana Veljacic                     | 5062 · Board Member                         | (150.00)           |
| Tom Henderson                     | 5062 · Board Member                         | (150.00)           |
| Valarie Kay Blevins               | 5062 · Board Member                         | (150.00)           |
| Duran, Floyd                      | Payroll                                     | (1,551.98)         |
| Matthews, Melissa                 | Payroll                                     | (1,128.27)         |
| Sandoval, Lorenzo                 | Payroll                                     | (425.46)           |
| Smith, Barbara J                  | Payroll                                     | (1,752.14)         |
| Smith, Barbara J                  | Expense Reimbursement - Buildings & Grounds | (89.43)            |
| Martinez, William                 | Payroll                                     | (1,027.72)         |
|                                   |   | <hr/>              |
|                                   |   | <b>(22,981.93)</b> |

Motion by Valarie Blevins to approve the General Account bill pay, seconded by Amelia Neat, unanimously approved.

## 2. Enterprise Account

|                                     |  |                    |
|-------------------------------------|--|--------------------|
| Garfield & Hecht                    | 5013 · Attorney                                  | (499.50)           |
| Marcin Engineering                  | 6018 · Capital Outlays - Enterprise - WTP Bridge | (33,267.00)        |
| WalMart                             | 5091 · Repairs                                   | (40.35)            |
| Water Quality Control Professionals | 5021 · WTP Operators/5022 · Repairs              | (1,650.40)         |
| Water Quality Control Professionals | 5031 · WWTP Operators/5032 · Repairs             | (2,090.06)         |
|                                     |  | <hr/>              |
|                                     |  | <b>(37,547.31)</b> |

Motion by Valarie Blevins to approve the Enterprise Account bill pay, seconded by Dana Veljacic, unanimously approved.

## **BILL PAY 2/18/2020**

### 1. General Account

|                                      |  |             |
|--------------------------------------|--|-------------|
| Acorn Petroleum, Inc                 | 5092 · Fuel                                | (765.03)    |
| Amazon Marketplace                   | 5100 · Building/Grounds                    | (158.85)    |
| Century Link - x199B                 | 5041 · Postage, Print, Telephone, Supplies | (166.00)    |
| Century Link - x664B (FAX)           | 5041 · Postage, Print, Telephone, Supplies | (174.70)    |
| Eagle County Animal Services         | 5050 · Animal Control                      | (213.00)    |
| Hunn Planning & Policy, LLC          | 5012 · Planner                             | (587.40)    |
| Linda Overcash-By the Numbers        | 5014 · Accounting/Bookkeeping/Finance      | (1,521.25)  |
| Town of Red Cliff - Enterprise Fund  | 16000 · Due to/from Other Funds            | (10,000.00) |
| U.S. Bank Equipment Finance (Copier) | 5041 · Postage, Print, Telephone, Supplies | (226.42)    |
| Waste Management                     | 5086 · Trash Collection                    | (87.54)     |
| Xcel Energy x7923-0                  | 5084 · Xcel Street Lights                  | (23.91)     |
| Xcel Energy x7080-4                  | 5082 · Xcel TV Tower                       | (97.05)     |
| Duran, Floyd                         | Payroll                                    | (1,486.77)  |

|                   |                       |            |
|-------------------|-----------------------|------------|
| Matthews, Melissa | Payroll               | (1,380.47) |
| Matthews, Melissa | Expense Reimbursement | (37.06)    |
| Sandoval, Lorenzo | Payroll               | (819.80)   |
| Smith, Barbara J  | Payroll               | (1,872.88) |
| Martinez, William | Payroll               | (1,041.82) |

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

## 2. Enterprise Account

|   |                                      |            |
|---|--------------------------------------|------------|
| American Conservation & Billing Solutions | 5028 · Meter Reads/Billing           | (765.50)   |
| CenturyLink                               | 5033 · Wastewater Ops - Utilities    | (53.24)    |
| USDA/Rural Development                    | 2075 · Refunding Bonds - Series A    | (777.00)   |
| USDA/Rural Development                    | 2085 · Refunding Bonds - Series B    | (829.00)   |
| WalMart                                   | 5091 · Repairs                       | (176.39)   |
| Water Quality Control Professionals       | 5021 · WTP Operators/5022 · Repairs  | (1,462.00) |
| Water Quality Control Professionals       | 5031 · WWTP Operators/5032 · Repairs | (2,880.40) |
| Xcel Energy -x1529-6                      | 5023 · Utilities - WTP               | (759.57)   |
| Xcel Energy -x8434-7                      | 5033 · Utilities - WWTP              | (1,479.25) |

Motion by Tom Henderson to approve the Enterprise Account bill pay, seconded by Art Fox, unanimously approved.

## **ADJOURNMENT**

Motion by Art Fox to adjourn, seconded Valarie Blevins, unanimously approved at 8:30PM.