



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Council Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, APRIL 7, 2020**

**CALL TO ORDER at 7:49 PM**

**ROLL CALL**

Trustee Tom Henderson  
Mayor Duke Gerber  
Trustee Dana Veljacic

Trustee Valarie Blevins  
Trustee Art Fox  
Administrator Barb Smith

Trustee Amelia Neat  
Trustee: Open  
Deputy Clerk Melissa Mathews

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Motion by Tom Henderson to approve the agenda, seconded by Valarie Blevins, unanimously approved.

**APPROVAL OF MINUTES**

1. March 3, 2020

Motion by Valarie Blevins to approve the minutes, seconded by Art Fox, unanimously approved.

**PUBLIC COMMENTS**

Community Members were happy with the voter turnout, especially the Trustees coming out to do their part.

**DISCUSSION & ACTION ITEMS**

1. Election Update: Turnout was good – 34 Voters. All trustees on the ballot were elected to a term. Duke Gerber was retained as Mayor for a four year term. Art Fox and Dana Veljacic were re-elected for four year terms. Tom Henderson’s term goes for two more years. Please welcome Bob Hill and Andy Fobair as new Trustees for four and two year terms. The nicotine tax passed: 29-5. The taxes on nicotine products does not change from current tax rate with a portion now being retained by Red Cliff for education of youth.
2. Stay at Home Order is still in effect, until the end of April. New in the Order is that we need to close the parks and dogs must be on leash. Staff will inform residents. In addition, there have been complaints about parties and fires up Shrine Pass. Staff will continue to alert authorities. If any residents see any fires or group gathering on Shrine Pass, please alert authorities to help keep Red Cliff safe.
3. The 2 Liquor Licenses in town are up for renewal. The board agreed to a temporary approval. The Liquor Board meeting will be held next month, due to COVID-19.

**UPDATES**

1. Mayor Update

Mayor Duke Gerber:

- Has noticed that our residents are doing very well at social distancing and being mindful of other’s space.
- Had a conference call on March 25<sup>th</sup> with the Forest Service and Eagle River Water Council with an update on Wearyman. They are still trying to determine whether to repair or reclaim it. They will have crews continuing the work that they started last year, which will continue throughout this summer. He strongly expressed the importance to our Town of this being reopened.
- Will be moving forward with the horseshoe pits very soon.

## 2. Administrator Update

Administrator Barb Smith:

- There have been a few insurance claims due to loader accidents. The Town is not liable for these, due to Governmental Immunity. However, it would be good policy to cover the three deductibles. The Board agreed and directed staff to pay these deductibles.
- Due to the financial hardships brought on by COVID-19 to many of our residents, Barb proposed that the board forgive all water bills for residents and businesses for the month of March. This will cost the Town approximately \$22,000.  
Motion by Dana Veljacic to waive the water fees for the month of March seconded by Valarie Blevins, unanimously approved.
- The Community Foundation has been asking other Towns for donations, as they have seen significant increases in need and usage due to COVID-19. They have not asked us for a donation, but we should consider offering, especially since they have doubled the amount of services they are offering to our Town. The Board agreed to donate \$1,000.
- Requesting a laptop for the Town Manager for offsite meetings and potential remote work requirements. The cost with all setup is \$2,400. The Board approved this purchase.

## 3. Other Staff/Trustee Updates

Trustee Valarie Blevins

- The Townhome construction site is littered with trash. They have also pushed snow that has trash in it throughout Town and into water ways. Barb Smith has contacted them to remedy this situation.

Deputy Clerk, Melissa Matthews:

- The traditional Easter celebration is cancelled due to COVID-19. In leu of it, the Community Fund will deliver baskets to each home with young kids.
- RMAR has made their first donation to the Community Fund which was about \$1,300.

## **BILL PAY 3/17/2020**

### 1. General Account

Acorn Petroleum, Inc	5092 · Fuel	(1,038.87)
Amazon Marketplace	5184 · Election Expenses	(240.20)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	(159.19)
Century Link - x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	(87.49)
Eagle County Animal Services	5050 · Animal Control	(213.00)
Hunn Planning & Policy, LLC	5012 · Planner	(376.25)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	(1,106.55)
U.S. Bank Equipment Finance (Copier)	5041 · Postage, Print, Telephone, Supplies	(249.06)
Waste Management	5086 · Trash Collection	(86.86)
Xcel Energy x7923-0	5084 · Xcel Street Lights	(22.20)
Xcel Energy x7080-4	5082 · Xcel TV Tower	(89.61)
Duran, Floyd	Payroll	(1,378.41)
Matthews, Melissa	Payroll	(1,703.31)
Matthews, Melissa	Expense Reimbursement	(3.30)
Sandoval, Lorenzo	Payroll	(634.19)
Smith, Barbara J	Payroll	(1,752.13)
Martinez, William	Payroll	(1,147.50)

Motion by Valarie Blevins to approve the 03/17/2020 General Account bill pay, seconded by Art Fox, unanimously approved.

## 2. Enterprise Account

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	(750.50)
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	5093 · Maintenance	(19.30)
Xcel Energy -x1529-6	5023 · Utilities - WTP	(596.18)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	(1,268.65)

Motion by Valarie Blevins to approve the 03/17/2020 Enterprise Account bill pay, seconded by Duke Gerber, unanimously approved.

### **BILL PAY 4/7/2020**

#### 1. General Account

ABC Parts	5093 · Maintenance	(1.99)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	(168.08)
Century Link - x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	(86.82)
CIRSA	5071 · Liability/Commercial Insurance Premium	(4,130.21)
CML	5043 · Education/Training	(276.00)
Colorado Dept of Revenue	Payroll Liabilities - State Wage Withholding	(1,947.00)
Forethought.net	5046 · Computer & Internet	(140.00)
Garfield & Hecht	5013 · Attorney - General Matters	(92.50)
Garfield & Hecht	5013 · Attorney - General Matters	(409.50)
Honnen Equipment	5091 · Repairs	(1,160.48)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding	(3,871.70)
Lewan & Associates	5041 · Postage, Print, Telephone, Supplies	(43.40)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	(818.75)
Mitchell & Company, LLC	5046 · Computer & Internet	(80.00)
NWCCOG	5009 · Benefits Health Insurance - March 2020	(1,349.40)
Pinnacol Assurance	5072 · Worker's Compensation	(666.00)
Statewide Internet Portal Authority	5046 · Computer & Internet	(88.00)
Town of Minturn	5184 · Election Expenses	(24.00)
Trinity Recycling	5086 · Trash Collection	(20.00)
U.S. Bank Equipment Finance (Copier)	5041 · Postage, Print, Telephone, Supplies	(262.74)
Waste Management	5086 · Trash Collection	(86.56)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	(1,235.01)
Zero Waste USA	5100 · Building/Grounds	(133.84)
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	(1,386.65)
Matthews, Melissa	Payroll	(1,626.09)
Smith, Barbara J	Payroll	(1,752.13)
Martinez, William	Payroll	(1,034.27)

Motion by Valarie Blevins to approve the 4/7/2020 General Account bill pay, seconded by Art Fox, unanimously approved.

## 2. Enterprise Account

American Conservation & Billing Solutio	5028 · Meter Reads/Billing	(798.75)
CenturyLink	5033 · Wastewater Ops - Utilities	(53.24)
Dana Kepner Company	5022 · Repairs, Testing, Maintenance - WTP	(644.22)
Eagle River Water & Sanitation	2130 · LT Payable ERWSD	(13,000.00)
Home Depot	5100 · Buildings/Grounds	(86.17)
WalMart	5093 · Maintenance	(82.98)
Water Quality Control Professionals	5021 · WTP Operators/5022 · Repairs	(1,993.80)
Water Quality Control Professionals	5031 · WWTP Operators/5032 · Repairs	(1,717.12)

Motion by Art Fox to approve the 4/7/2020 Enterprise Account bill pay, seconded by Duke Gerber, unanimously approved.

## **ADJOURNMENT**

Motion by Art Fox to adjourn, seconded Duke Gerber, unanimously approved at 8:55 PM.