



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, MARCH 15, 2022

CALL TO ORDER at 7:40pm

ROLL CALL

| | | |
|-----------------------|--------------------------|-----------------------|
| Mayor Duke Gerber | Trustee Tom Henderson | Trustee Dana Veljacic |
| Trustee Andy Fobair | Trustee Art Fox | Planner Scot Hunn |
| Clerk Melissa Mathews | Administrator Barb Smith | |

Absent: Trustee Bob Hill and Trustee Ben Kleimer

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Andy Fobair to approve the agenda, seconded by Dana Veljacic, unanimously approved.

APPROVAL OF MINUTES

1. March 1, 2022

Motion by Art Fox to approve the minutes, seconded by Dana Veljacic, unanimously approved.

PUBLIC COMMENTS

Jimmy Tange, 387 Eagle Street: Bringing notice to drainage problems on Eagle Street. He believes that managing this should be the responsibility of the town and not for him to take care of. He believes that there is a lack of maintenance by the town staff.

William Marsh, 148 Water Street: Feels as though the snow removal maintenance has not been done well this season. Believes it should be maintained much better. Also, he believes that the Townhomes and Town staff are pushing snow onto other people's property.

After discussion with the Board and staff, these concerns will be discussed with the maintenance team and possibly revise the schedule/methods. There was consensus that there is a lot less help from community members than there ever has been in the past. There was also discussion about adding another position to the team in order to help increase and improve the services to the town.

DISCUSSION & ACTION ITEMS

1. Event Applications: Pakistani Art Show, Jill Vesty and Birthday Party

Resident Jill Vesty presented possibly hosting a 'Road Show' this summer, exhibiting stretch art paintings, focusing on the empowerment of women. They have done this in the past in Fort Collins. The daughter dances and can perform, she would bring in food from Mangos and drinks. Attendees would be able to see the art, dancing, eat, drink, and allow the presenter to share her story.

Motion by Andy Fobair to approve the Pakistani Art Show application, seconded by Dana Veljacic, unanimously approved.

Resident Sydney Rose has submitted an application to have her son's 1st birthday party in the auditorium on Thursday, March 24, in the early afternoon. They will provide food for their guests and expect around 20 people.

Motion by Andy Fobair to approve the Birthday Party application, seconded by Duke Gerber, unanimously approved.

2. Chapter 13 the Town Code in regards to the water code

Administrator Barb Smith noted that here are some inconsistencies in our Code in regards to where responsibility lies when a water line freezes, which has been happening lately. John Volk explained that

typically the service line freezes – not the main line. Trustee Art Fox described his recent situation, in which he and the other people working on it believed that the freeze was between the main line and the curb stop. Resident Dave Manny explained that he believes to have had this same situation. Staff proposed a possible solution, until a permanent solution can be completed, which would be to allow residents extra water allowances to bleed their lines without being charged during the coldest times of the year. John Volk and Mayor Duke Gerber agreed with this as a feasible solution for now. In addition, John Volk mentioned that we should repair the bleeder at the end of Pine Street so that we can use this instead of the one at the end of Eagle Street, which we currently use. Mayor Duke Gerber noted that in our Town Code, 13-1-120(c) it is stated that the Town owns the service line from the main up to the curb stop. Staff explained that in the situation where a homeowner believes that the freeze is on the town's side, they need to notify the town, and staff will hire the company to do the work. Staff will clarify the protocol for this type of situation and have a list of resources/approved contractors. John Volk will make a plan to repair the broken bleeder.

Motion by Andy Fobair to reimburse the resident 463 Pine Street for the costs incurred to thaw out the Town's portion of the service line, seconded by Duke Gerber, unanimously approved with Art Fox sustaining.

ORDINANCES & RESOLUTIONS

ORDINANCE 1, SERIES 2022 – SECOND READING

AN ORDINANCE AMENDING CHAPTER 16, PLANNING AND ZONING OF THE RED CLIFF MUNICIPAL CODE, TO CLARIFY SEC. 16-5-50 APPLICATION REQUIREMENTS

As all Board members were present for the Planning & Zoning Commission meeting, they agreed with the discussion had and agree.

Motion by Dana Veljacic to approve the seconded reading of Ordinance 1, Series 2022, seconded by Duke Gerber, unanimously approved.

UPDATES

1. Staff/Trustee Updates:

Mayor, Duke Gerber:

- Horseshoe pit update: prices have gone up on materials and an update on the pricing will be coming soon.

Administrator, Barb Smith:

- The Drinking Water Quality Report has been completed and will be distributed in the upcoming water bill. There was one violation due to a tardy report which was caused by our SCADA system being down. Otherwise, our water quality is high.
- There are new requirements for compensation for employees: required sick pay for all employees and FMLI in which workers are allowed 12 weeks of paid leave to take care of themselves or a family member. We can opt out of the FMLI program, by July of this year. After discussion, the Board agreed with the staff recommendation to opt out of this, as it would be costly to our town in terms of finances and staff shortages.

Motion by Duke Gerber to opt out of the FMLI program, second by Dana Veljacic, unanimously approved.

- Team Viewer application was hacked on Barb's account. Our IT person, JT, was able to catch it and clean it out. They were not able to access any sensitive information, except for the Amazon account.
- The Gym was vandalized – they accessed the condemned building by breaking through the interior door from the ice-skating rink. There was excessive damage: broken light fixtures in every room,

broken clocks, damage to the contents of the rooms, spray paint in multiple places, etc. The ice-skating rink has been and will need to be closed for the remainder of that season, as the door is broken into the damaged area, which is unsafe.

- DCI Conference is April 12-15 in Colorado Springs which Barb & Melissa are attending.
- Streetscape – we will need Construction Plans, which were not included in the original grant. There is possibility to get a grant to cover this. Since SGM already has much of the background knowledge, it would likely make sense for them to do this portion of the project.
- June 11-13 is the Ride the Rockies event. They are expecting 1,200 racers.
- The CML Conference is in Breckenridge, June 21-24. This conference is a great resource and source for connections/networking. Trustees are encouraged to attend.
- The street light on the west side of the GBI parking lot was hit by a truck, not for the first time. It is not an easy product to repair. After discussing the challenges with this repair and lack of necessity for the light, it was agreed upon that this repair will not be done at this time.

Clerk, Melissa Matthews:

- Wednesday, March 9th, was the presentation of the Streetscape Master Plan. Attendance wasn't as high as we would have liked because of the weather and gridlocked roads, but those who did attend gave thorough feedback about the plans as they were laid out. Ron Nies with SGM did summarize the feedback received in an email, which was similar to previous events as well as comments about the park redesign, which was new.
- Kyle Ross has received full approval and is ready to plan and complete his Eagle Scout project in the Cemetery. The next phase is to begin collecting names of unidentified veterans from family stones and illegible headstones in preparation to order medallions and replacement stones. He is requesting help with spreading the word, so I will work with him on this.
- Restart Destinations update: The Colorado Department of Tourism is beginning the work of creating the tools that should help to promote visitors to our town, in responsible and respectful ways.
- The County has come across some old maps (the recording department) and will donate them to us.
- Easter is coming up and we will need some volunteers to help with this event.
- Town Clean-up Day will be coming up soon – more to come on that.
- The election will be Tuesday, April 5th. The polls close at 7pm and we will need to count the votes and close out the election. The meeting start times may need to shift.
- RTA Update: They are finalizing the IGA. The initial billing will be coming out for the facilitator and attorneys. They are organizing the stakeholder's group, so if you want to participate in this group or if you know of anyone who would be a good fit for this group, let me know and I will connect them.

BILL PAY

1. General Account

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|-------------------------------|----------------------------------------------|----|-------------|
| ABC Parts | 5093 · Repairs & Maintenance | \$ | (123.12) |
| Acorn Petroleum, Inc | 5092 · Fuel | \$ | (1,659.22) |
| Century Link - x664B (FAX) | 5041 · Postage, Print, Telephone, Supplies | \$ | (97.52) |
| Century Link - x199B | 5041 · Postage, Print, Telephone, Supplies | \$ | (176.58) |
| Forethought.net | 5046 · Computer & Internet | \$ | (140.00) |
| Karp Neu Hanlon, PC | 5013 · Attorney | \$ | (727.03) |
| Linda Overcash-By the Numbers | 5014 · Accounting/Bookkeeping/Finance | \$ | (944.75) |
| Mitchell & Company, LLC | 5046 · Computer & Internet | \$ | (15.00) |
| SGM | 6017 · Capital Outlays - Streetscape Project | \$ | (10,820.24) |

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|--------------------------------------|--------------------------------------------|----|------------|
| U.S. Bank Equipment Finance (Copier) | 5041 · Postage, Print, Telephone, Supplies | \$ | (255.85) |
| Waste Management | 5086 · Trash Collection | \$ | (98.73) |
| Smith, Barbara J | Payroll | \$ | (1,915.66) |
| Smith, Barbara J | Reimbursement - Health Insurance | \$ | (349.15) |
| Sandoval, Lorenzo | Payroll | \$ | (786.54) |
| Sandoval, Lorenzo | Reimbursement - Mileage | \$ | (52.65) |
| Matthews, Melissa | Payroll | \$ | (1,514.23) |
| Matthews, Melissa | Reimbursement - Health Insurance | \$ | (349.15) |
| Matthews, Melissa | Reimbursement - Mileage | \$ | (35.10) |
| Gallegos, Nick | Payroll | \$ | (1,114.66) |
| Martinez, William | Payroll | \$ | (1,313.40) |
| Martinez, William | Reimbursement - Health Insurance | \$ | (349.15) |

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

2. Enterprise Fund

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|-------------------------------------------|--------------------------------------|----|------------|
| American Conservation & Billing Solutions | 5028 · Meter Reads/Billing | \$ | (699.75) |
| CenturyLink | 5033 · Wastewater Ops - Utilities | \$ | (57.96) |
| Ferrellgas | 5026 · Utilities: Propane | \$ | (2,842.78) |
| USDA/Rural Development | 2075 · Refunding Bonds - Series A | \$ | (777.00) |
| USDA/Rural Development | 2085 · Refunding Bonds - Series B | \$ | (829.00) |
| Water Quality Control Professionals | 5021 · WTP Operators/5022 · Repairs | \$ | (3,436.25) |
| Water Quality Control Professionals | 5031 · WWTP Operators/5032 · Repairs | \$ | (2,630.52) |

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

3. Community Fund

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|---------|----------------------------------------------|----|----------|
| Walmart | 5051 · Marketing & Town Events - Streetscape | \$ | (132.96) |
|---------|----------------------------------------------|----|----------|

Motion by Duke Gerber to approve Enterprise Fund Account bill pay, seconded by Dana Veljacic, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Andy Fobair, unanimously approved at 10:05pm.