



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, MAY 3, 2022

CALL TO ORDER at 7:15pm

ROLL CALL

Mayor Duke Gerber	Trustee Art Fox	Trustee Tom Henderson
Trustee Dana Veljacic	Trustee Andy Fobair	Trustee Bob Hill
Trustee Ben Kleimer	Administrator Barb Smith	Clerk Melissa Mathews

PLEDGE OF ALLEGIANCE

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

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

APPROVAL OF MINUTES

1. April 19, 2022

Motion by Dana Veljacic, to approve the agenda, seconded by Duke Gerber, unanimously approved with Bob Hill abstaining.

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

None.

DISCUSSION & ACTION ITEMS

1. GoPro Mountain Games Event Application, Peggy Wolfe

Ms. Wolfe with the Vail Valley Foundation was present, requesting permission to bring the Steep Creek Kayak Championship, which is part of the Go Pro Games, back to Red Cliff this year. The event would be Wednesday, June 8th, 2022, from 10:00am-1:00 pm. They are expecting 60-70 kayakers. This year, this event will be held the day before the rest of the other Mountain Games events begin, which should allow for more participation than in the past. They will have traffic control and help with parking. They will have minimal infrastructure including: restrooms and compost/recycling/trash stations.

Board Members and Staff had clarifying questions in regards to the creek flow/levels, transportation, vendors, and fire danger/camping warnings.

In response, Wolfe explained that the organizers will meet mid-May to determine whether there will be enough water flowing at that time. There will not be any vendors, so local residents/businesses would be encouraged to sale food/beverage. The organizers will be communicating with participants and attendees about camping restriction and fire dangers. Trustee Dana Veljacic recommended that the organizers reach out to Eco Transit about transportation to and from the event to help alleviate traffic and parking.

Motion by Duke Gerber to approved the Go Pro Mountain Games event application, seconded by Cassi MacUmbert, unanimously approved.

UPDATES

1. Staff/Trustee Updates:

Mayor, Duke Gerber:

- As one of the team leaders for the Highway Clean Up event, he ensured that the bags and vests were delivered to Town for the volunteers. By evening, a lot of clean-up had been done on Hwy 24, south of Town. Thank you to all volunteers.
- Gerber was interviewed about the Homestake Reservoir committee. This was in regards to the situation on Homestake and the potential Whitney Dam project. Gerber shared the Town's desires for the Homestake Valley. He will have an opportunity to review the article before it is published.

Administrator, Barb Smith:

- Our Town needs to re-assess our Mission Statement, as this often needed for grants. This hasn't been done for over 10 years. We will also need to revisit our Master Plan, which was previously done in 2006. This is essentially the first step in updating our Master Plan. These 'big picture' concepts are a big part of the role of the Board of Trustees. Handouts were given to all Trustees for them to begin brainstorming about the direction of this statement.
- In regards to maintenance tasks, the maintenance team (led by Lorenzo) are doing a very good job at managing these. The team is instructed to not take direction from residents, as they report to Lorenzo. Recently, the main issue brought to them is in regards to pot holes. This will get done once the streets get swept (hopefully in the next couple of weeks). They have also taken on additional tasks that were previously done by Admin and/or overlooked. The entire team is doing a great job.
- In regards to the administrative tasks, the office staff is working to transition in to the next few years. Melissa is doing all of the Clerk responsibilities, which are vast. As Barb moves towards retirement, the 'Administrator' tasks will need to be passed along and staff will need trained on these. The process has begun. We will be looking at adding a Deputy Clerk to the budget for one or two days a week next year.
- The Audit Presentation will likely be at the next Town meeting, or possibly at the first meeting in June.
- Met with the County Engineer, Ricky Davies, who has been doing the work to get the FEMA Grant to do rock scaling above High Road which is a multimillion-dollar project. Because one of the large rocks did fall recently, we met with an engineer who does this sort of work and he gave us a bid on the small area that has had some recent rocks fall and significant rock shifting. His bid came out to about \$20,000. High Road would have to be closed for about a week, during the work. CDOT is doing some rock scaling in our area this summer, and it would be ideal to do our portion at the same time and possibly share equipment costs. They asked how much money Red Cliff could contribute to this project. After explaining that we don't have funds earmarked for this type of project, he will ask the County for the full amount. Our maintenance team could do some in-kind work (such as flagging services) to help with the costs of the project.
- Linda Overcash, our bookkeeper/accountant, added in tracking of sick pay and PTO time to payroll, so this will now show on all employees pay stubs. This will be a big time-saver for administrative staff.
- We need a third bank signer. After discussion about the responsibilities of this, Dana Veljacic agreed to do so, relieving Ben Kleimer from this per his request.
- The CML Conference is in June. If any Board members want to attend any of the conference, let staff know and we will help you get registered.
- Will be meeting with NWCOGG, Nate Walowitz who was instrumental in helping us get our internet tower. Will also be meeting with another provider (alternative to Forethought, now Vero) to see what they have to offer. Our contract with Vero is coming to an end in the near future. Following this will be the Broadband Summit, including the Project THOR discussion which is the 'last mile' project for fiber. If we do stay with Vero, they are interested in updating the power

system at the tower, which is something that we had discussed doing. This would likely include replacing the generator with solar.

- Xcel has alerted us of the continuation of the project which is bringing in a large power line that will end at Gilman. It doesn't have much impact on Red Cliff; however, the documents and plan are available to anyone for review.

Clerk, Melissa Matthews:

- Our printer lease expired this month. We got a quote on the renewal options. Staff recommends replacing the current printer and with the C7130. It will require a 60-month lease, which will include the same services we receive now, a new printer, and will cost less than we are currently paying. This will no longer be through US Bank, and directly through Xerox now.

Motion by Duke Gerber to approve a new contract for the office printer lease for the model C7130 printer, seconded by Art Fox, unanimously approved.

- We received the new computer for maintenance and code compliance staff, as we had 3 office staff sharing one computer. It is set up and ready to go.
- The annual Highway Clean Up organized by the Eagle River Watershed Council was Saturday, April 30, 2022, and our section was a one mile stretch along both entrances at Highway 24 into Red Cliff. Mayor Duke Gerber and Trustee Bob Hill were the team leaders for this event. Thank you to them and to all volunteers.
- Town Clean Up Day will be Saturday, May 21st. Information will be going out to residents over the next few weeks. We will have three roll-offs and garbage bags for residents. Mango's will open that afternoon for the after party for volunteers, where we will have free food, drinks and prizes.
- The RTA Formation committee met and discussed bringing in the metro districts to the conversation so that the group can better understand their needs and hear their concerns/ideas. There is a large voting base that resides in these areas. They discussed the next round of public hearings (Red Cliff's will be at our next meeting, on May 17th). They will be asking us to vote on the Resolution, adopting the IGA. They would like feedback and/or any concerns about the IGA BEFORE the 2nd Hearing (on May 17th).
- In regards to other boards that need an elected official (instead of a staff member), the current appointments are: RTA and Eco Transit is Trustee Dana Veljacic, NWCOGG is Trustee Bob Hill, ECHA is Trustee Ben Kleimer, and CML does not have a representative from Red Cliff. Each Trustee agreed to continue to represent Red Cliff in these capacities.

Trustee, Art Fox:

- Inquired about the approved driveway project on High Street (owned by Kreihbol's) in regards to the materials used on the project. Fox remembers different materials being approved than were actually used. Staff will check with the building inspector about this.
- Asked for an update on the Old Town Hall. Staff explained that we will have to get a new grant or pay for the updated Historical Structure Assessment (HSA) and are waiting for summer for Hoehn Architecture (who did the original HSA) to reevaluate the project and give us a quote. Staff will follow up with them and see if they can come sooner.
- Inquired about filling/repairing pot holes on Spruce & Pine Streets. Staff explained that the maintenance team has been diligently working on these throughout Town and ultimately needs to wait until the runoff will no longer affect the roads and for the street sweeping to be completed, as that would un-do any filling that they do.
- Reported that he has started raking in the cemetery, and will communicate with staff when the piles are ready to be picked up.

BILL PAY

1. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (476.06)
CMCA	5182 · Dues & Memberships	\$ (130.00)
Colorado State Treasurer	Payroll Liabilities (SUTA)-2022 Q1	\$ (100.69)
Forethought.net	5046 · Computer & Internet	\$ (140.00)
Hunn Planning & Policy, LLC	5012 · Planner	\$ (356.25)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding-April '22	\$ (4,716.62)
J.G. Plumbing & Heating	5093 · Maintenance	\$ (541.46)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (1,838.50)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (495.00)
Pinnacol Assurance	5072 · Worker's Compensation	\$ (155.00)
SGM	6017 · Capital Outlays - Streetscape Project	\$ (4,515.25)
U.S. Bank Equipment Finance(Copier)	5041 · Postage, Print, Telephone, Supplies	\$ (273.95)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$ (1,674.69)
Duke Gerber	5061 · Mayor	\$ (250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	5062 · Board Member	\$ (150.00)
Bob Hill	5062 · Board Member	\$ (150.00)
Cassandra MacUمبر	5062 · Board Member	\$ (150.00)
Dana Veljadic	5062 · Board Member	\$ (150.00)
Mary Walker	5062 · Board Member	\$ (150.00)
Smith, Barbara J	Payroll	\$ (1,915.66)
Smith, Barbara J	Reimbursement - Health Insurance	\$ (349.15)
Smith, Barbara J	Reimbursement - Mileage	\$ (122.85)
Beyer, David	Payroll	\$ (1,150.76)
Sandoval, Lorenzo	Payroll	\$ (1,047.64)
Matthews, Melissa	Payroll	\$ (1,411.88)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (349.15)
Matthews, Melissa	Reimbursement - Various	\$ (688.41)
Gallegos, Nick	Payroll	\$ (1,139.08)
Martinez, William	Payroll	\$ (1,154.42)
Martinez, William	Reimbursement - Health Insurance	\$ (349.15)

Motion by Bob Hill to approve the General Account bill pay, seconded by Cassi MacUمبر, unanimously approved.

2. Community Fund

Maureen Armijo-Salazar	5186 - Donations	\$ (2,000.00)
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Motion by Duke Gerber to approve Enterprise Fund Account bill pay, seconded by Cassi MacUمبر, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Mary Walker, unanimously approved at 8:45pm.