



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, OCTOBER 3, 2023

CALL TO ORDER at 7:01pm

ROLL CALL

Mayor Duke Gerber	Trustee Art Fox	Trustee Cassi MacUmer
Trustee Dana Veljacic	Trustee Mary Walker	Trustee Ondrej Mertlik
Trustee Ben Kleimer	Deputy Clerk Chris Brown	Planner Scot Hunn
Administrator/Clerk Melissa Matthews		Co-Administrator Barb Smith

PLEDGE OF ALLEGIANCE

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

Motion by Duker Gerber to approve the agenda with the addition of action Item #5 Blacksheep Films Special event application, seconded by Art Fox, unanimously approved.

APPROVAL OF MINUTES

1. September 19, 2023

Motion by Duke Gerber to approve the minutes, seconded by Ondrej Mertlik, unanimously approved.

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

None.

DISCUSSION AND ACTION ITEMS

1. Water/Sewer variances for Green Bridge Inn and Mango's/RMAR

Owner of the Green Bridge Inn, Tim Parks, gave a summary of the history of the water variances on the business from his recollection. Parks noted that the current rate still seems fair but would appreciate a lower rate. He asked that the variances remain in place due to the hardship that higher utility bills would create for the business. He also made the point that these businesses bring tax revenue to the town. The Board decided to leave the variances in place for GBI and Mangos, while raising the rate for Mangos to match the rate of GBI at 3.73 SFE's. Discussion over the length of time for the variances resulted in the Board wanting to see what water usage over the course of the next year is and reassess the rates at that time.

Motion by Duke Gerber to approve the variances for Green Bridge Inn and set both businesses rates at 3.73 SFE's for a period of one year, seconded by Art Fox, unanimously approved.

2. Administrative Planning Grant for work on the Town's comprehensive plan and land use regulations

Planner Scot Hunn discussed the Board's interest in studying and possibly revising the town's Comprehensive Plan and land use regulations. Hunn proposed applying for an administrative planning grant through DOLA. He explained that staff had looked into other options, but that this grant is tailored toward smaller projects and would be for the purposes of outreach and ensuring that staff and the Board can go into a possible deeper dive into revisions of the plan and zoning codes with adequate information and guidance.

Motion by Duke Gerber to give Scot Hunn permission to move forward on the administrative planning grant, seconded by Dana Veljacic, unanimously approved.

3. Town Event Coordinator position

Staff is recommending that the Town add an Event Coordinator position. Kristina Finamore has been doing this type of work for the Town for about a year, but it would protect whoever does this type of work in the future. As an employee, they would be covered by the Town's insurance.

Motion by Ondrej Mertlik to approve adding an Event Coordinator position, seconded by Dana Veljacic, unanimously approved.

4. 2023-2024 Eagle County Historical Society membership

The Eagle County Historical Society is asking the Town to consider a Community Membership in their organization for next year. They are asking for a donation of \$250. In the past, the Town has donated, but at a lower rate than this.

Motion by Art Fox to approve a donation of \$100 to the Eagle County Historical Fund, seconded by Duke Gerber, unanimously approved.

5. Event Application: Blacksheep Films on October 16th or 17th, 2023.

The company POD is going to be shooting a commercial in the area and may want to film under the bridge on Water Street. The 10-person crew would stay in Red Cliff. There was discussion about the cost of the event fee being very small (\$50), yet the event having a large impact on the town. The Board directed staff to ask them to make a donation to the Community Fund because of this.

Motion by Duke Gerber to approve Blacksheep Films' application and asking to give a donation to the Community Fund, Seconded by Art Fox, unanimously approved.

BUDGET PRESENTATION

Initial presentation of the Town of Red Cliff 2024 Budget by Linda Overcash.

RESOLUTIONS & ORDINANCES

RESOLUTION 4, SERIES 2023

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, APPROVING WITH COMPLIANCE OF PROPOSITION 123

As this was discussed at a previous meeting, there was no discussion.

Motion by Duke Gerber to approve Resolution 4, Series 2023, seconded by Ondrej Mertlik, unanimously approved.

STAFF/TRUSTEE UPDATES

Mayor, Duke Gerber:

- Inquired on the status of the work done by John Volk

Administrator, Melissa Matthews:

- Eagle County had their initial meeting for the Hazard Mitigation Plan. This is an effort to update the current plan. Residents and entities across the county are participating. This will allow us to gain eligibility for FEMA mitigation grant programs as well as identify strategies to reduce our risk to hazards and disasters. This process will go through March 2024.
- The employee savings program that we will be initially using does not allow for an employer match. Staff is researching other options that would need to be managed directly by us.
- We have heard back from The History Colorado Center regarding our eligibility for the State and/or National Registry programs for the Old Town Hall building. They have noted that there are a couple of possible plans for a path forward. We will meet this coming week do discuss the options.
- Our application for Colorado Preservation Inc.'s Most Endangered Places program was accepted. We will have a representative assigned to us who will be coming out this week do to a site visit.

- Town residents who helped with Community Unity Day food, Shane and Julie, decided to donate their pay for cooking at the event.

Co-Administrator, Barb Smith:

- No new info on the streetscape grants as of now. We will be periodically checking the status but basically at a standstill.

Building Official, Dave Beyer:

- Regarding the proposed project at 511 Water Street, staff issued a stop work order on Friday, 9/22/23, when seeing work being commenced without the building permit yet being issued. On Tuesday, 10/3/23, staff noticed that the SWO had been removed and work had once again been taking place. The owners were emailed, letting them know that the work must be stopped or fines would be put in place. Work has continued. The board and staff discussed how to handle the situation and agreed on fines.

Motion by Duke Gerber to double the permit cost for 511 Water St for working without a permit as well as imposing a \$1,000 fine for defying the Stop Work Order, seconded by Art Fox, unanimously approved.

BILL PAY

1. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (649.07)
Acorn Petroleum, Inc	5092 · Fuel	\$ (2,036.75)
Adobe	5041 · Postage, Print, Telephone, Supplies	\$ (19.99)
Century Link - x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	\$ (102.47)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	\$ (186.22)
CIRSA	5071 · Liability/Commercial Insurance Premium	\$ (5,743.61)
Colorado Dept of Revenue	Payroll Liabilities - State Wage Withholding-2023 Q3	\$ (2,613.00)
Home Depot	5100 · Building/Grounds	\$ (29.96)
Home Depot	5100 · Building/Grounds	\$ (69.96)
Hunn Planning & Policy, LLC	5012 · Planner	\$ (1,669.10)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding - September 2023	\$ (5,132.89)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (2,278.00)
MyNamePlates.com	5041 · Postage, Print, Telephone, Supplies	\$ (40.46)
USPS	5041 · Postage, Print, Telephone, Supplies	\$ (66.00)
Vero Broadband	5046 · Computer & Internet	\$ (140.00)
Waste Management	5086 · Trash Collection	\$ (146.59)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$ (493.83)
Duke Gerber	5061 · Mayor	\$ (250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	5062 · Board Member	\$ (150.00)
Cassandra MacUmber	5062 · Board Member	\$ (150.00)
Dana Veljacic	5062 · Board Member	\$ (150.00)
Mary Walker	5062 · Board Member	\$ (150.00)
Ondrej Mertlik	5062 · Board Member	\$ (150.00)
Smith, Barbara J	Payroll	\$ (1,842.11)
Smith, Barbara J	Reimbursement - Health Insurance	\$ (349.15)
Smith, Barbara J	Reimbursement - Mileage	\$ (41.92)

Brown, Chris	Payroll	\$ (433.05)
Beyer, David	Payroll	\$ (809.74)
Sandoval, Lorenzo	Payroll	\$ (1,396.95)
Matthews, Melissa	Payroll	\$ (1,549.37)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (349.15)
Matthews, Melissa	Reimbursement - Mileage	\$ (41.92)
Gallegos, Nick	Payroll	\$ (1,226.74)
Martinez, William	Payroll	\$ (1,460.49)
Martinez, William	Reimbursement - Health Insurance	\$ (349.15)
Martinez, William	Expense Reimbursement	\$ (90.48)

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

2. Enterprise Account

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$ (699.75)
CenturyLink	5033 · Wastewater Ops - Utilities	\$ (60.87)
Dana Kepner Company	5022 · Repairs, Testing, Maintenance - WTP	\$ (1,662.89)
Ferguson Waterworks	5022 · Repairs, Testing & Maintenance - WTP	\$ (439.30)
Water Quality Control Professionals	5021/5031 · WTP/WWTP Operators 5022/5032 · Repairs	\$ (2,231.18)

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

3. Community Fund Account

David Ketterer	5051 · Marketing & Town Events - Community Unity Day	\$ (75.00)
Julie Boher	5051 · Marketing & Town Events - Community Unity Day	\$ (400.00)
Matt Bickley	5051 · Marketing & Town Events - Community Unity Day	\$ (75.00)
Ron Mitchell	5051 · Marketing & Town Events - Community Unity Day	\$ (250.00)
Shane Cook	5051 · Marketing & Town Events - Community Unity Day	\$ (400.00)

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

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Duke Gerber , unanimously approved at 9:54pm.