



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, OCTOBER 15, 2024**

**CALL TO ORDER at 7:03 pm**

**ROLL CALL**

Mayor Duke Gerber	Mayor Pro-Tem Art Fox	Trustee Garrett Alexander
Trustee Ondrej Mertlik	Deputy Clerk Chris Brown	Trustee Ben Kleimer (Absent)
Trustee Bob Oppenheimer	OPEN SEAT	Administrator/Clerk Melissa Matthews (Absent)
Planner Scot Hunn		

**PLEDGE OF ALLEGIANCE**

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

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

**APPROVAL OF MINUTES**

1. October 01, 2024

Motion by Art Fox to approve the minutes, seconded by Garrett Alexander, unanimously approved.

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

None.

**DISCUSSION AND ACTION ITEMS**

1. SRU - 178 Water St: Addition of Apartment

Planner Scot Hunn explained this SRU is a part of the building application approved by the board recently. This was required as a condition for approval for the accessory apartment. Seeing that there were no comments for or against this from neighboring property owners, and noting that this was a condition of the previous permit approval, the Board had no further discussion.

Motion by Garrett Alexander to approve the Special Use Review application to allow for an accessory apartment at 178 Water Street because the proposal complies with the requirements of Chapter 16 Town of Red Cliff Town Code, seconded by Duke Gerber, unanimously approved.

**STAFF/TRUSTEE UPDATES**

Mayor Duke Gerber:

- Winter is coming, get the plows ready and prepare.

Deputy Clerk Chris Brown:

- We had a fire inspection on the school today. Some of the studios down stairs had electrical fire hazards and were storing propane tanks. The tanks and other flammable items need to be moved and placed in a containment basin to prevent leaking into the soil.
- We did finalize the purchase of the skid steer and new truck. The skid steer will arrive on or before Friday.

Trustee Garrett Alexander:

- Core Transit update- Red Cliff’s winter schedule will stay the same as the summer schedule.

**BILL PAY**

1. General Account

Ace Hardware	5100 · Building/Grounds	\$(25.62)
Amazon Marketplace	5041 · Postage, Print, Telephone, Supplies	\$(89.45)
Ardism Inc.	5100 · Building/Grounds	\$(82.11)
Century Link - x2191	5041 · Postage, Print, Telephone, Supplies	\$(199.90)
Eagle County Animal Services	5050 · Animal Control	\$(230.00)
Eagle County Animal Services	5050 · Animal Control	\$(230.00)
Empower Retirement Plans	Payroll Liabilities: Retirement Plans - PPE 10/15/24	\$(1,651.13)
Home Depot	5100 · Building/Grounds	\$(330.84)
Home Depot	5100 · Building/Grounds	\$(64.31)
Hunn Planning & Policy, LLC	5012 · Planner	\$(749.25)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding	\$(2,257.22)
Jerome Medina	5100 · Building/Grounds	\$(153.91)
Karp Neu Hanlon, PC	5013 · Attorney	\$(1,155.00)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$(3,060.00)
SafetySigns.com	5110 · Road/Bridge- Water Street Road Closed Sign	\$(208.21)
SafetySigns.com	5022 · Repairs, Testing & Maintenance - WTP	\$(141.09)
WalMart	5041 · Postage, Print, Telephone, Supplies	\$(4.89)
Xcel Energy x7923-0	5084 · Xcel Street Lights	\$(16.25)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$(75.47)
Xerox Financial Services - Copier	5041 · Postage, Print, Telephone, Supplies	\$(195.00)
Beyer, David	Payroll	\$(1,199.13)
Brown, Chris	Payroll	\$(1,449.59)
Brown, Chris	Reimbursement - Health Insurance	\$(412.00)
Finamore, Kristina	Payroll	\$(141.36)
Sandoval, Lorenzo	Payroll	\$(1,483.14)
Matthews, Melissa	Payroll	\$(2,365.17)
Matthews, Melissa	Reimbursement - Health Insurance	\$(412.00)
Gallegos, Nick	Payroll	\$(1,310.06)
Martinez, William	Payroll	\$(1,334.91)
Martinez, William	Reimbursement - Health Insurance	\$(412.00)
Vayan, Katelyn	Payroll	\$(3.03)

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

2. Enterprise Account

Karp Neu Hanlon, PC	5013 · Attorney	\$(52.50)
USDA/Rural Development	2075 · Refunding Bonds - Series A	\$(777.00)
USDA/Rural Development	2085 · Refunding Bonds - Series B	\$(829.00)

Water Quality Control Professionals	5031 · WWTP Operators, 5032 · Repairs	\$(2,519.65)
Water Quality Control Professionals	5021 · WTP Operators, 5022 · Repairs	\$(1,992.29)
Xcel Energy -x1529-6	5023 · Utilities - WTP	\$(1,886.48)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$(454.46)

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

3. Community Fund Account

Bookworm	5051 · Marketing & Town Events- Birthday Books	\$ (124.48)
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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 7:27 pm.