



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, June 17 2025

CALL TO ORDER at 7:04 pm

ROLL CALL

Mayor Duke Gerber	Mayor Pro-Tem Art Fox	Trustee Garrett Alexander (7:06)
Trustee Ben Kleimer	Trustee Open Seat	Trustee Bob Oppenheimer
Trustee Ondrej Mertlik	Planner Scot Hunn	Accountant Linda Overcash
Deputy Clerk Chris Brown	Administrator/Clerk Melissa Matthews	

PLEDGE OF ALLEGIANCE

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

Motion by Duke Gerber to approve the agenda with the addition of Minutes from May 20th, seconded by Art Fox, unanimously approved.

APPROVAL OF MINUTES

1. May 20, 2025

Motion by Art Fox to approve the minutes from May 20, 2025, seconded by Garrett Alexander, unanimously approved with Duke Gerber abstaining.

2. June 03, 2025

Motion by Art Fox to approve the minutes from June 3, 2025, seconded by Duke Gerber, unanimously approved with Garrett Alexander and Ondrej Mertlik abstaining.

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

None

AUDIT PRESENTATION – Linda Overcash

Audit for the Town of Red Cliff for the year 2024 was presented to the Board of Trustees for approval. Copies of the Audit will be available at the Town Office and at the meeting.

Motion by Garrett Alexander to approve the 2024 Audit for the Town of Red Cliff, seconded by Ben Kleimer, unanimously approved.

DISCUSSION AND ACTION ITEMS

1. Burial at Greenwood Cemetery:

The Board reviewed a burial request for Greenwood Cemetery from Richard Ottens. Due to limited cemetery records, the request was supported by long-time volunteer Bob Will, who verified to the best of his ability the location as part of the Ottens' family plot. The Board approved the burial based on past practice and available information, and directed staff to begin developing a formal burial request policy for future cases as well as look into options to reactivate the cemetery and generate revenue to cover costs.

Motion by Ben Kleimer to approve The Ottens' Family burial, seconded by Garrett Alexander, unanimously approved.

2. 3 Mile Discussion:

Staff presented a draft of the Town's first Three-Mile Plan, required by Colorado statute, for any future annexations. The Board reviewed the initial draft, which outlines potential growth areas, service considerations, and annexation evaluation criteria, and directed staff to begin mapping for the plan. Staff recommended to begin prioritizing and categorizing potential annexation locations.

3. Colorado Wildfire Resiliency Code Implications for Red Cliff:

The Board received an overview of the draft 2025 Colorado Wildfire Resiliency Code and its likely implications for Red Cliff as a designated Wildland Urban Interface (WUI) community. Staff recommended submitting stakeholder feedback, reviewing local codes for alignment, and scheduling a future work session to address potential code updates and grant opportunities. The Board directed staff to also include Schums Coda and wanted more time to review the code.

4. Eagle River Fire Protection District Intergovernmental Agreement (IGA)

Motion by Garrett Alexander to approve the Intergovernmental Agreement with Eagle River Fire Protection District, seconded by Duke Gerber, unanimously approved.

STAFF/TRUSTEE UPDATES

Mayor, Duke Gerber

- Requested that staff continue to send out information on sales tax received from packages delivered to your home in Red Cliff and explaining the benefits to our town.

Administrator/Clerk, Melissa Matthews:

- We were not awarded the State Historical Fund planning grant for the Old Town Hall building. We will meet with them to see what other options are available.
- The kid's free lunch and activity started June 13 and will be every Friday at 11:00 am.
- CORE and Walking Mountains were awarded the CEO Energy Code Adoption and Enforcement Grant, which includes funding for 20 hours of work with a code expert to support Red Cliff in updating its building code to align with state standards.

Trustee Garrett Alexander:

- Inquired about the amount of dirt being put on town property and if it will be graded properly.

Trustee Art Fox:

- Monument Park seems to need more enforcement in regards to dog waste disposal.

BILL PAY

1. General Account

Eagle County Animal Services	5050 · Animal Control	\$ (230.00)
Eagle County Government	5051 · General/ Administration - Front Country Program	\$ (219.93)
Empower Retirement Plans	Payroll Liabilities: Retirement Plans - PPE 06/15/2025	\$ (1,294.78)
Karp Neu Hanlon, PC	5013 · Attorney	\$ (290.00)
Prospective Business Solutions	5011 · Auditors	\$ (3,823.00)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$ (104.25)
Xerox Financial Services - Copier	5041 · Postage, Print, Telephone, Supplies	\$ (195.00)
Beyer, David	Payroll	\$ (1,158.19)
Brown, Chris	Payroll	\$ (644.15)
Brown, Chris	Reimbursement - Health Insurance	\$ (458.00)

Finamore, Kristina	Payroll	\$ (235.44)
Finamore, Kristina	Reimbursement - Mileage	\$ (19.60)
Sandoval, Lorenzo	Payroll	\$ (1,346.89)
Matthews, Melissa	Payroll	\$ (2,315.04)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (458.00)
Matthews, Melissa	Reimbursement - Mileage	\$ (11.87)
Matthews, Melissa	Expense Reimbursement - Cell phone/ Travel Expenses	\$ (37.50)
Gallegos, Nick	Payroll	\$ (1,368.28)
Martinez, William	Payroll	\$ (1,247.12)
Martinez, William	Reimbursement - Health Insurance	\$ (458.00)
Vayan, Katelyn	Payroll	\$ (118.59)

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

2. Enterprise Account

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$ (734.25)
Brown's Hill Engineering & Controls, LLC	5022 · Repairs	\$ (459.20)
Ferrellgas	5026 · Utilities: Propane	\$ (24.00)
USDA/Rural Development	2075 · Refunding Bonds - Series A	\$ (777.00)
USDA/Rural Development	2085 · Refunding Bonds - Series B	\$ (829.00)
Xcel Energy -x1529-6	5023 · Utilities - WTP	\$ (762.23)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$ (1,984.10)

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

3. Community Fund Account

Kristina Finamore	Reimb-5051 · Marketing & Town Events -Kids summer lunch	\$ (59.89)
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Motion by Garrett Alexander to approve the Community Fund Account bill pay, seconded by Duke Gerber, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Garrett Alexander, unanimously approved at 9:00 pm.