

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
MONDAY, SEPTEMBER 19, 2022
REGULAR MEETING**

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CALL TO ORDER

Mayor Pro-Tem Cole called the meeting to order at 5:30 p.m.

ROLL CALL

The following members were present: Ms. Cole, Mr. Frickell, Ms. Snow, Mr. Nordyke, Mr. Wilhelm, and Mr. Mowry

ABSENT: Mayor Wenke

PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Cole led the Pledge of Allegiance

OTHERS PRESENT

Daniel Stutzman, Joel Troyer, Charley Ellison, Susan Anders, Courtney Miller, Janet Rhodes, Marilyn Hennessy, Charles Jagow, Ron Dick, John Smith, Clay Buchner, Wanda Jennings, and Kathy Reis: Zoom-Elliot Jackson, Nathan Silberhorn and Craig Cutter.

TREASURER’S REPORT

REVENUE RECEIVED IN		BALANCE OF ACCOUNTS
General Fund Checking:	\$ 106,702.57	\$ 949,707.72
CSafe-GF Core 11:	\$ 253.30	\$ 134,218.88
CSafe-3% Tabor Reserve:	\$ 66.54	\$ 35,206.52
CSafe-General Fund Reserve-14	\$ 306.92	\$ 162,655.46
Municipal Court Checking:	\$ 0.00	\$ 2,482.70
Tennis Court Checking:	\$ 0.00	\$ 25,178.70
Conservation Trust Fund Checking:	\$ 6.94	\$ 40,877.51
Capital Fund Checking:	\$ 97,299.073	\$ 554,477.60
CSafe-CF Core 12:	\$ 417.62	\$ 221,302.08
Total C.D.’s plus interest:	\$ 154.23	\$ 203,968.17

EXPENDITURES FOR AUGUST 2022:

GENERAL FUND:	\$ 55,897.05
MUNICIPAL COURT:	\$ 0.00
TENNIS COURT:	\$ 0.00
CONSERVATION TRUST FUND:	\$ 0.00
CAPITAL FUND:	\$ 237,618.74

APPROVAL OF CONSENT AGENDA

- a. Approval of minutes: Aug. 10th special, Aug. 15th regular, and Sept. 2nd special minutes
- b. Treasurer’s Report
- c. Approval of Bills

Mr. Mowry moved and **Mr. Wilhelm** seconded to approve the consent agenda including minutes for three meetings. Motion carried.

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OLD BUSINESS

a. Consideration of approving Resolution 4-2022 changing 103 Ridgeline Drive from light equipment to heavy equipment use.

It was reported that the final plumbing certificate has been received, we don't have the final on the electrical. Joel Troyer reported they are trying to resolve the electrical permit.

Attorney Buchner suggested that it could be approved with a contingency on getting the final permits.

ACTION: Ms. Snow moved and **Mr. Nordyke** seconded to approve Resolution 4-2022 changing 103 Ridgeline Drive from light equipment to heavy equipment use contingent upon obtaining the final Certificate of Occupancy final electrical and plumbing inspection. Motion carried.

b. Consideration of accepting the Charge Ahead grant.

Matt Mines with Colorado Energy Office explained the award was for two DC fast chargers, and a level two. These would be two charging stations capable of charging quite quickly and one that takes more time. There are incentives from Black Hills Energy of \$20,000 per charging station. Rebates would be \$35,000 from the Energy Office and from Black Hills per station for a total of \$70,000 from the Energy Office and \$40,000 from Black Hills. On the L2 we offer 80% up to \$9,000, which Westcliffe were doing two L2's, Black Hills offers \$3,000 per port. The Energy Office would be \$18,000 and Black Hills would be \$12,000.

The timeline to finish the project is flexible due to supply issues.

Clerk Reis asked if it works to start the project in the summer of 2023 to coordinate with another project being done. Matt Mines responded that it is possible.

Clerk Reis stated that she is not comfortable overseeing this project. After further discussion, the board agreed to put it on hold until we have the personnel to oversee the project and decide whether to proceed or not.

c. Consideration of approving the Request for Proposal for Engineering Services.

There was a draft for review. The Request for Proposals will be due by November 15th.

ACTION: Ms. Snow moved and **Mr. Mowry** seconded to approve of the Request for Proposal for Engineering Services. Motion carried.

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NEW BUSINESS

- a. Consideration of a request to approve a Service Agreement between the Town and the Rotary Club of the Wet Mountain Valley to install benches on private property.**

Courtney Miller representing Rotary Club has requested a formal service agreement so that all parties understand what their responsibilities are. The Town's responsibility is for the installation and insurance, and the Rotary's Club's responsibility is to maintain the benches. There are two benches, one at 101 Main owned by Bob and Kathy Seei, and the second one at 511 Main owned by Sol Vista. The benches will be on private property. The benches are currently being stored at the Silver Cliff shop.

ACTION: Mr. Mowry moved and **Mr. Wilhelm** seconded to approve the Service Agreement between the Town and the Rotary Club of the Wet Mountain Valley to install benches on private property. Motion carried.

- b. Sheriff 3rd quarter report.**

The Under Sheriff was not in attendance, it will be rescheduled for the October meeting.

- c. Consideration of a request to waive the building permit for the Wet Mtn. Fire Department.**

There wasn't a representative from the Fire Department, it will be rescheduled for the October meeting.

- d. Discussion of the new street lights.**

There has been a concern from citizens regarding the brightness of the new street lights. For many, the lights are reaching into their homes, making it hard to sleep. The request is to have the lights to be shielded and lower the lumens, something needs to be changed.

Chuck Jagow, the current president of Dark Skies has also had complaints. The new lights are shielded, however, are extremely bright and very harsh. The Town provided the order sheet that detailed what the options were. Dark Skies had given the Town \$5,000 towards the lights. Dark Skies was not contacted about reviewing the lights that were ordered. It appears that if it wasn't specified what you want, then you receive about a 5,000-kelvin light. The recommended kelvin is 2,700. These lights are not 2,700 kelvins.

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NEW BUSINESS CONTINUED

Craig Cutter with Black Hills reported that according to the spec sheet, they are zero percentage up lights and are 3,000-kelvin lights. Three thousand and below are considered Dark Sky per the roadway lighting specs I have. The lights that were in there previously were high-pressure sodium lights, LED lights were requested. They are a white light. We can put you in touch with Scott Chanel, a lighting expert that Black Hills uses. There may be some options that can be done. We are willing to help resolve the situation.

The board asked if there was a remedy now. He will look into replacing the LED lights with the high-sodium lights if they still have them. He will have to talk to his supervisor Dan Witt.

After further discussion, and research on the lights have been done, a workshop will be scheduled to resolve this.

e. Update on design for the TAP project.

This discussion is regarding the roundabout that was proposed to help with drainage and snow removal as well as being used to put a Christmas tree in the middle.

Nathan Silberhorn (Ayers Associates, engineer for the TAP project)-stated they had only done some conceptual drawings and estimates for the roundabout. This is not in the base project; it is in the project just to reconstruct the T-intersection. It is just an option we looked at.

In terms of the cost impact, I don't think it would be significantly more. Currently, we are looking at a 1.7-to-2-million-dollar construction budget. The additional cost to build a roundabout might be between a hundred to hundred and fifty thousand dollars additional range. From a drainage perspective, it is similar to a T-intersection. The decision may really need to be, what is the context for Westcliffe, what kind of configuration do you want, and more importantly, how do you want to handle the existing gravel in the semi-circle pull-out that is at the park? The roundabout would pave that and make it part of the road, if we do the T-intersection, we would recommend you pave the semi-circle. With the T-intersection, it could be used as a temporary drop of and pick-up area.

South of the semi-circle area, the gravel widening that is parallel to the road, we are proposing to put concrete parking spots there with a sidewalk along where the rock border is. His strong preference for pedestrian safety would be that the sidewalk continues around that arc rock border. That leaves a strange area left with gravel, which leaves an unimproved surface that will drain toward the street. It would be better from a facilities perspective to pave that with asphalt but maintain the shape. It wouldn't be part of the travel lane; it would be a pull-off. The other issue is, that part

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NEW BUSINESS CONTINUED

is on the park property, it will require cooperation and at minimum an agreement. CDOT prefers to have a temporary construction permit or possibly a right-of-way acquisition.

Some citizens have concerns about the roundabout and object to it being put in. It was suggested to put a three-way stop there. The public works employees also have concerns about this making snow removal harder and are not in favor of it. There is also a concern about the delivery trucks accessing the businesses.

After more discussion due to the concerns, the board was not in favor of putting the roundabout in that intersection. The design can continue.

f. PUBLIC HEARING amending the 2022 budget.

There was no public comment.

g. Consideration of a request to approve Resolution 5-2022 amending the 2022 budget.

ACTION: Mr. Wilhelm moved and **Mr. Nordyke** seconded to approve Resolution 5-2022 amending the 2022 budget. Motion carried.

h. Consideration of a request to approve the 2023 contract with the Humane Society of Fremont County.

ACTION: Mr. Frickell moved and **Mr. Mowry** seconded to approve the 2023 contract with the Humane Society of Fremont County to include a ten-dollar increase. Motion carried.

i. Consideration of request of approving the 2023 CEBT renewal for employee health insurance.

ACTION: Mr. Wilhelm moved and **Ms. Snow** seconded to approve the 2023 CEBT renewal for employee health insurance. Motion carried

j. Review the 2023 CIRSA Property/Casualty Preliminary Quote.

ACTION: Mr. Mowry moved and **Mr. Wilhelm** seconded to accept the 2023 CIRSA Property/Casualty Preliminary Quote. Motion carried

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NEW BUSINESS CONTINUED

k. Update on the Safe Routes to School project and overages.

Clerk Reis reported she had polled the Board of Trustees regarding the overages.

One was for 128' of curb and gutter that wasn't on the plans by design, after meeting with the engineer, the decision was to add it along with cutouts for drainage.

Currently, the project has overages of \$60,859.40:

Westcliffe's-\$51,123.40

Silver Cliff's-\$9,736.00

There is will be one more for Westcliffe for the two flashing pedestrian signs; the only overage for that will be the cost of poles, base, and installation. The cost of the signs was included in the approved funding.

When the two Towns applied for the grant, the budget was set up separately ensuring that work done in Silver Cliff and Westcliffe would be paid for accordingly. The match for the construction was twenty-five thousand for each town.

STAFF & COMMITTEE REPORTS

a. Report from Town Clerk

Municode contract-The 2022 fee will remain at \$2,200 for the conversion and the yearly fee, this includes the conversion for Title 10.

Donation grants-The Senior Center, Altitude Fitness, Garden Club, and the Wet Mtn. Valley Community Service (Rotary) all are over the \$1,500 request amount. Normally the board asked them to be available at a workshop for a presentation. The board directed the clerk to invite them to the budget workshop.

Façade Grant update-Three out of the seven that applied have been completed, the remaining are in progress. There will be an amount remaining at the end of the year.

Pond-It is in the process of being drained and filled.

Ms. Snow moved and **Mr. Nordyke** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Kathy Reis, CMC
Town Clerk