

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
MONDAY, FEBRUARY 22, 2022  
REGULAR MEETING**

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**CALL TO ORDER**

Mayor Wenke called the meeting to order at 5:30.

**ROLL CALL**

**The following members were present:** Mayor Wenke, Ms. Cole – via Zoom, Mr. Frickell, Ms. Snow, Mr. Wilhelm, and Mr. Mowry.

**ABSENT:** Mr. Nordyke

**PLEDGE OF ALLEGIANCE**

Mayor Wenke led the Pledge of Allegiance

**OTHERS PRESENT**

Tracy Ballard, Clay Buchner – via Zoom; Lloyd Smith, Brandon and Stacey Schoch, Ed Stefanich, Gabriel Shank, Wanda Jennings, and Kathy Reis

**Financial:**

- a. Treasurer's Report: Clerk Reis submitted written reports. General Fund has collected 18.4 percent of budgeted revenues and spent 20.6 percent of budgeted expenditures. Capital Fund has collected 16.8 percent of budgeted revenues and spent 1.9 percent of budgeted expenditures. Sales tax for December 2021 was up by 2.2 percent, up 13.99 percent from the previous year-to-date. The above numbers are based on a cash basis.

<b>Account balances:</b>		<b>Jan. Expenditures Paid in Feb.</b>	
<b>General Fund Checking:</b>	\$ 729,273.90	\$	54,522.74
CSafe-GF Core 11:	\$ 133,484.38		
CSafe-3% Tabor Reserve:	\$ 35,012.96		
CSafe-General Fund Reserve-14	\$ 161,765.68		
<b>Municipal Court Checking:</b>	\$ 2,482.70	\$	0.00
<b>Tennis Court Checking:</b>	\$ 25,035.34	\$	0.00
<b>Conservation Trust Fund Checking:</b>	\$ 38,023.14	\$	0.00
<b>Capital Fund Checking:</b>	\$ 437,408.07	\$	5,887.74
CSafe-CF Core 12:	\$ 220,091.36		
Total C.D.s plus interest:	\$ 203,665.08		

**APPROVAL OF CONSENT AGENDA**

- a. Approval of minutes – January 17<sup>th</sup>, 2022  
b. Treasurer's Report  
c. Approval of Bills

**Mr. Frickell** moved, and **Mr. Mowry** seconded to the consent agenda. Motion carried.

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**OLD BUSINESS**

None

**NEW BUSINESS**

**a. Presentation Brandon Schoch candidate for sheriff.**

Brandon Schoch introduced himself to the board members. The Board of Trustees thanked him for attending the meeting.

**b. Presentation Lloyd Rich Smith candidate for sheriff.**

Lloyd Smith introduced himself to the board members. The Board of Trustees thanked him for attending the meeting.

**c. Consideration of a request to approve a lease with Bootleggers Mercantile for a portion of the alley on the east side of the building.**

The Planning Commission had recommended approval to the Board of Trustees in August of 2020. The Board of Trustees discussed it in September of 2020. The board agreed to the concept of leasing it at that time; the Stephanic's were not prepared to do the expansion at that time. There was not a decision at that time. They are requesting to move forward with the lease for their patio expansion and discuss determining the lease amount.

One concern was the sewer line located in the easement. Ed Stefanich explained the structure would be moveable and not attached to the building, making it easy to move.

Building plans would need to be submitted, including a letter from Round Mountain regarding the sewer line running from the Town restroom and the alley.

Another concern was the Town being a landlord. If it were to be sold, should it be put out to the public to bid on?

After further discussion, the item will be placed on the March agenda allowing the Town attorney time to provide information regarding leasing or selling the property.

**d. Consideration of a request to approve Resolution No. 1-2022 canceling the April 5, 2022 election.**

There were only enough petitions to fill the seats open; we did not receive any affidavits for a write-in candidate, which allows the cancelation of the election.

**ACTION: Ms. Snow** moved, and **Mr. Frickell** seconded to approve Resolution No. 1-2022, canceling the April 5, 2022 election. Motion carried.

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**NEW BUSINESS CONTINUED**

**e. Discuss vacation and sick policies regarding the Healthy Families and Workplaces Act (HFWA) and consideration of approving Resolution No. 2-2022.**

Attorney Buckner explained consideration before you are No. 2-2022 Resolution of the Board of Trustees of Westcliffe amending the Town of Westcliffe Town Handbook regarding town employees' vacation and sick leave benefits. The recent passage of the Healthy Families and Workplace Act has taken the old pyridine of sick leave, and vacation being separate and has combined them into what is commonly known as paid time off. The act has verbiage required to be in paid time off sections in the Town Handbook.

He has re-written the previously existing sections 302 and 305 and asked the Board of Trustees to appeal Section 305-Sick Leave and modify the current 302 Vacation benefits to be amended as Section 302 Paid Time Off. It combines the sick leave and vacation time; he took the combination hours of the previous two sections into paid time off with the required language.

This is easier for the administration to track. It is no longer required to track sick and vacation separately. It is paid time off that is tracked and accrued. The accrual rate is the same as the previous sections used to accrue for vacation and sick combined times. Employees are not getting any more accrual time off than they used to. The maximum is still 320 hours and eliminated the carryover for the two-year lose or use time. An employee can accrue up to 320 hours; it no long accrues after that. Part-time and seasonal paid time off was added, required by the statute. It is one hour for every thirty hours worked and added the minimum and maximum required by statute. They are allowed to accrue up to 124 hours, and other language required by HFWA was added, and the emergency language that came about due to the pandemic.

The new proposed section 302 is in Exhibit A for consideration.

**ACTION:**      **Ms. Snow** moved, and **Mr. Wilhelm** seconded to approve Resolution No. 2-2022. Motion carried.

**f. Recommendation to use the American Rescue Program funds towards the Hermit & Memorial Park Priority program and scheduling a workshop.**

The workshop was scheduled for Monday, March 7<sup>th</sup>, at 9:00 a.m.

**g. Discuss the Master Plan.**

Mayor Wenke explained that he would like to get input from all the board members on their vision of the town. We need to give direction to the Master Plan review committee on our vision for the Town.

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**NEW BUSINESS CONTINUED**

After further discussion, the board members agreed to read the Master Plan before the workshop scheduled for March 7<sup>th</sup>. At that time, a separate workshop may be needed before the Master Plan review committee meeting.

**STAFF & COMMITTEE REPORTS**

None.

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

**ADJOURN**

Recorded by:  
Kathy Reis, CMC  
Town Clerk