

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
MONDAY, MAY 16, 2022
REGULAR MEETING**

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CALL TO ORDER

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

ROLL CALL

The following members were present: Mayor Wenke, Ms. Cole, Ms. Snow, Mr. Wilhelm, and Mr. Mowry.

ABSENT: Mr. Frickell and Mr. Nordyke

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT

Emily Ramsey, Hans Prah, Wanda Jennings, and Kathy Reis: Via Zoom – Clay Buchner, Tim Mayberry, and Elliot Jackson

TREASURER’S REPORT

REVENUE RECEIVED IN MAY		BALANCE OF ACCOUNTS
General Fund Checking:	\$ 79,323.50	\$ 677,572.74
CSafe-GF Core 11:	\$ 44.54	\$ 133,569.32
CSafe-3% Tabor Reserve:	\$ 11.84	\$ 35,035.68
CSafe-General Fund Reserve-14	\$ 53.92	\$ 161,868.50
Municipal Court Checking:	\$ 0.00	\$ 2,482.70
Tennis Court Checking:	\$ 0.00	\$ 25,035.34
Conservation Trust Fund Checking:	\$ 6.50	\$ 39,550.99
Capital Fund Checking:	\$ 61,876.09	\$ 649,267.85
CSafe-CF Core 12:	\$ 73.42	\$ 220,231.26
Total C.D.’s plus interest:	\$ 0.00	\$ 203,819.07

EXPENDITURES FOR MAY:

GENERAL FUND:	\$	39,946.40
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	29,483.25

APPROVAL OF CONSENT AGENDA

- a. Approval of minute’s April 18th regular meeting.
- b. Treasurer’s Report
- c. Approval of Bills

Mr. Mowry moved, and **Ms. Snow** seconded to approve the consent agenda. Motion carried.

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OLD BUSINESS

a. Swear in Randy Wilhelm.

Mayor Wenke swore Randy Wilhelm in as trustee.

b. Discussion and consideration of scheduling a workshop to include doing financial analysis and a public relations education program.

Ms. Cole explained we need more information before directing our PR person, such as: what is in the Capital Fund, what Capital Projects will be forecasted for the next two years, and how much additional tax revenue we would need.

Mayor Wenke's objective is not only to educate the public regarding the ballot issue but also to inform them about what we are doing. He felt it should be done by a professional.

The workshop was scheduled for July 12th at 1:00 p.m.

NEW BUSINESS

a. Consideration of a request to approve a Modification of Premises for the Silver West Feedstore.

Mr. Prahl asked to add the amphitheater park to the licensed premises as they had last year.

ACTION: Ms. Snow moved, and Ms. Cole seconded to approve a Modification of Premises for the Silver West Feedstore. Motion carried.

b. Consideration of adding Juneteenth Independence Day to the Town observed holidays.

This is a federal holiday. It doesn't have to be adopted. Currently, there are eleven paid holidays. Attorney Buchner was unsure if the Town would be required to adopt it. The state has just adopted it as a state-recognized holiday as of May 2nd. There isn't anything that requires it to be adopted yet. All the banks and the postal service will be closed.

Clerk Reis asked if it could be a floating holiday allowing the office to be opened.

If it becomes a requirement by the state, it will be revisited.

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NEW BUSINESS CONSIDERED

c. 2021 Audit presentation.

Tim Mayberry reported that there was a struggle with the 2020 general journal entries. We made sure the 2021 entries were posted correctly and walked through where we get the numbers for the adjustments. There is the COVID grant money carryover; we are recommending a formal document for the employee pay raises. There was an issue with the County Treasurer reports; the county switched software, and the numbers you were receiving did not match the reports. The county gave you more money than we could account for; we put it in a holding account. If the county figures it out during their audit, we can recognize it as revenue in 2022. It is unclear if the Town will be required to return approximately twelve to thirteen thousand dollars to the county. Financially, you are in good shape. The audit went well.

ACTION: Ms. Cole moved, and Mr. Mowry seconded to approve the 2021 Audit. Motion carried.

d. Discussion of the Family and Medical Leave Insurance (FAMLI).

Attorney Buchner recommended opting out of it. The employee can opt-in anyway. If you opt-in as a Town, it takes away that decision; you would have to contribute as well. It is an insurance program. If an individual employee wants to, they can opt in to the program without the Town opting in. If the employee opts in, they are responsible for submitting it directly to the state.

The Town has to make it of record on the decision to opt-out.

ACTION: Mr. Wenke moved, and Ms. Cole seconded to opt-out of the Family and Medical Leave Insurance. Motion carried.

e. Consideration of prioritizing the Safe Routes to School and the Transportation Alternative Program grants.

CDOT received more applications than there are funds available. The two grants are competing for the funds. CDOT recommended that the Town make it a priority between the two grants. More funds will be available in the fall for the TAP grant. The TAP project is currently funded for \$960,000; it has been designed with add alternates for that reason. Gabriel and I also recommend making it a priority.

After further discussion, the board agreed to make the Safe to Routes School grant the priority.

ACTION: Mr. Wilhelm moved, and Ms. Snow seconded to approve making the Safe Routes to School the priority. Motion carried.

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STAFF & COMMITTEE REPORTS

a. Report from Town Clerk

Black Hills completed the LED retrofitting of the twenty-two-cobra head street light last week. We will be receiving the grant funds from the Upper Area Councils of Government soon.

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

ADJOURN

Recorded by:
Kathy Reis, CMC
Town Clerk