

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, AUGUST 20, 2024
REGULAR MEETING**

-Page 1 -

CALL TO ORDER

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

ROLL CALL

The following members were present: Mayor Wenke, Mr. Mowry, Mr. Dembosky, Mr. Nordyke, Mr. Jagow, Mr. Fulton, and Mr. Wilhelm.

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance.

OTHERS PRESENT

Mark Middendorf, Leslie Parkes, Inge Munden, Bianca Trenker, Laura Piquette, Jerry Peters, John & Debi Van Doren, Brad Hartbauer, Roy Travis, Polly Miller, Bob Lee, Dave Elliot, Dale Coleman, Kathy Reis, Erin Christie, & Caleb Patterson.

TREASURER’S REPORT

	REVENUE RECEIVED	BALANCE OF ACCOUNTS
General Fund Checking:	\$ 282,358.27	\$ 278,274.53
CSafe-GF Core 11:	\$ 2,610.12	\$ 568,874.98
CSafe-3% Tabor Reserve 13:	\$ 222.36	\$ 48,425.54
CSafe-General Fund Reserve-14	\$ 1,831.40	\$ 399,140.88
CSafe-Tennis Ct.-Core-16	\$ 96.02	\$ 20,861.74
Tennis Court Checking:	\$ 0.00	\$ 5,178.70
Municipal Court Checking:	\$ 0.00	\$ 2,407.70
Conservation Trust Fund Checking:	\$ 43.91	\$ 11,570.33
CSafe-CF Core 15	\$ 201.16	\$ 43,807.32
Capital Fund Checking:	\$ 191,061.18	\$ 920,407.14
CSafe-CF Core 12:	\$ 4,833.36	\$ 569,500.94

EXPENDITURES FOR JULY 2024:

GENERAL FUND:	\$	97,237.04
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	345,927.09

APPROVAL OF CONSENT AGENDA

- a. Approval of minutes – July 16, 2024 Regular Meeting and July 26, 2024 Special Meeting.
- b. Treasurer’s Report
- c. Approval of Bills

ACTION: Mr. Dembosky moved, and Mr. Fulton seconded to approve the consent agenda. Motion carried.

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, AUGUST 20, 2024
REGULAR MEETING

-Page 2 -

OLD BUSINESS

a. Consideration of an appointment to fill the vacant Planning Commission seat.

John Van Doren was appointed, and Leslie Parkes will be the alternate.

ACTION: Mayor Wenke moved, and Mr. Jagow seconded to appoint John Van Doren to fill the vacant Planning Commission seat. Motion carried.

NEW BUSINESS

a. Consideration of a request to allow a right-of-way easement in order to install cluster mailboxes on Mineral Road recommended by the Planning Commission to approve.

ACTION: Mr. Jagow moved, and Mr. Fulton seconded to approve allowing a right-of-way easement in order to install cluster mailboxes on Mineral Road. Motion carried.

b. Consideration of a request to approve Resolution #6-2024 amending the Town of Westcliffe Policies Handbook by adding an inclement weather provision as Section 508.

Ms. Christie reported that it is common procedure in mountain towns to have an inclement weather policy in employee handbooks. She reached out to towns that had similar elevations and snow patterns and used their language for the provision.

ACTION: Mr. Mowry moved, and Mr. Nordyke seconded to approve Resolution #6-2024 amending the Town of Westcliffe Policies Handbook by adding an inclement weather provision as Section 508. Motion carried.

c. Consideration of a request to approve the bid with Langston Concrete for the Powell project and approve the overage of \$22,500.

Mr. Patterson reported that this is to finish the Powell project, putting sidewalks, curbs, and gutters from Highway 69 to 2nd Street on the North side and one block on the South side. The Town budgeted \$277,500 for the project and the bid came in at \$300,000. The \$22,500 overage will come out of the chipseal budgeted funds which were not all used.

ACTION: Mr. Nordyke moved, and Mr. Wilhelm seconded to approve the bid with Langston Concrete for the Powell project and approve the overage of \$22,500. Motion carried.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY AUGUST 20, 2024
REGULAR MEETING**

-Page 3 -

NEW BUSINESS CONTINUED

- d. Consideration of a request to approve the WPAC to move forward with the Hermit/Memorial Parks Complex plans.**

Mayor Wenke reported that, if approved, there will be money budgeted in 2025 for hiring an expert for planning and engineering of the project. Mr. Patterson reported that there will be opportunities for community input at public hearings through Spring of 2025.

ACTION: Mr. Fulton moved, and **Mr. Wilhelm** seconded to approve the WPAC to move forward with the Hermit/Memorial Parks Complex plans. Motion carried.

- e. Consideration of a request to install stop signs at the intersection of Main and 2nd streets recommended to deny by the Planning Commission.**

Mayor Wenke reported that the Planning Commission did not recommend moving forward with installing stop signs. Mr. Patterson installed pedestrian stop signs in the crosswalk and 15 mph signs on Main Street, which have slowed traffic.

ACTION: Mr. Jagow moved, and **Mr. Wilhelm** seconded to approve the Planning Commission's recommendation to deny installing stop signs at the intersection of Main and 2nd Streets. Motion carried.

- f. Consideration of appointing the Town Clerk/Administrator/Treasurer as of January 1, 2025.**

Ms. Reis reported that in November, Ms. Christie was hired as the Deputy Town Clerk because there cannot be two Town Clerks. When Ms. Reis retires, Ms. Christie will be the Town Clerk and needs to be sworn in January 2025. The job opening was posted internally, as required, and the only resume submitted was Ms. Christie's.

ACTION: Mr. Mowry moved, and **Mr. Fulton** seconded to appoint Erin Christie as the Town Clerk/Administrator/Treasurer as of January 1, 2025. Motion carried.

- g. Consideration of a request to approve Resolution #7-2024 adopting the Master Plan as recommended by the Planning Commission.**

Mr. Patterson reported that the Master Planning Committee and the Planning Commission have been working on this for a year and a half. Citizen Dave Elliot expressed concern regarding language in the Master Plan for the Town to acquire property between the Bluff Park and Grape Creek for a water park, and also for a trail to go towards the mountain range. Mr. Patterson explained that these are just goals, and can be removed from the Master Plan. Mayor Wenke stated that he wants the Master Plan revised so that there are no projects that would require the Town acquiring private property. Once that is done this request can be placed on next month's agenda.

ACTION: Mr. Fulton moved, and **Mr. Jagow** seconded to table adopting the Master Plan until changes have been made. Motion carried.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY AUGUST 20, 2024
REGULAR MEETING**

-Page 4 –

NEW BUSINESS CONTINUED

h. Presentation regarding Affordable Housing. Bianca Trenker.

Ms. Trenker provided the Board of Trustees with petitions signed by citizens of Custer County in support of Affordable Housing. She also shared aerial photos of the Town to compare the heights of different buildings.

STAFF & COMMITTEE REPORTS

a. Report from Deputy Town Clerk

Ms. Christie reported that the Colorado Municipal League's District Meeting is on September 12th at 5:00 in Canon City. She will register any trustee or staff member who would like to attend.

b. Report from Town Manager

Mr. Patterson reported that he wants to apply for the HISP grant next year to install sidewalks on Main Street from Highway 69 to the Conoco gas station.

The Jess Price Park grand opening will be on Friday August 23rd. Mr. Patterson requested direction from the Board as to whether or not the Farmer's Market tents should be set up at the Park during the ribbon cutting. Mr. Wilhelm expressed concern that the grass and flowers are freshly planted so having tents set up and a large amount of people walking through it will be damaging.

A stop sign was set up at 2nd and Edwards and the Board can decide if they want it to remain there. Mr. Patterson wants to schedule Board training and he will touch base with the Town attorney for that. On the next agenda, he wants HB 24-131 to be discussed. CHFA has a no-cost grant for technical assistance for Proposition 123 buildings that he would like to apply for. The Kroger opioid settlement is closing and Mr. Patterson submitted the subdivision release form so if there are proceeds the Town is entitled to receive a portion of the funds.

Mr. Dembosky moved, and **Mr. Jagow** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Erin Christie
Deputy Town Clerk