

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JANUARY 21, 2025
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: Mr. Dembosky, Mr. Jagow, Mr. Fulton, and Mr. Wilhelm.

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance.

OTHERS PRESENT

Neal Marrs, Mike Whetstine, Jerry Peters, Kevin Lauman, Jakki Bahn, Paul Vogelsong, Barry Keene, Lucas Epp, Janet Rhodes, Erin Christie, Melane Rella, Jordan Hedberg (Zoom), & Clay Buchner (Zoom)

TREASURER’S REPORT

	REVENUE RECEIVED	BALANCE OF ACCOUNTS
General Fund Checking:	\$ 90,287.39	\$ 337,912.18
CSafe-GF Core 11:	\$ 2,352.50	\$ 581,163.96
CSafe-3% Tabor Reserve 13:	\$ 200.38	\$ 49,472.24
CSafe-General Fund Reserve-14	\$ 1,650.58	\$ 407,763.40
CSafe-Tennis Ct.-Core-16	\$ 84.46	\$ 21,313.14
Tennis Court Checking:	\$ 0.00	\$ 5,219.32
Municipal Court Checking:	\$ 0.00	\$ 3,607.70
Conservation Trust Fund Checking:	\$ 0.54	\$ 12,828.46
CSafe-CF Core 15	\$ 181.30	\$ 44,754.56
Capital Fund Checking:	\$ 42.44	\$ 488,210.83
CSafe-CF Core 12:	\$ 3,095.92	\$ 764,841.16

EXPENDITURES

GENERAL FUND:	\$	83,067.29
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	100,859.55

APPROVAL OF CONSENT AGENDA

- a. Approval of minutes
- b. Treasurer’s Report
- c. Approval of Bills

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

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JANUARY 21, 2025
REGULAR MEETING**

-Page 2 -

OLD BUSINESS

a. Consideration of a request to approve the Master Plan per the Planning Commission's recommendation.

Mr. Wilhelm would like the Master Plan to eventually address the deer problem in Town and also mention the Heart of the Rockies health center. The Plan can be revised quarterly so it can be approved now with the amendments done later.

ACTION: Mr. Fulton moved, and **Mr. Wilhelm** seconded to approve the Master Plan per the Planning Commission's recommendation. Motion carried.

b. Consideration of a request to approve Ordinance NO. 1-2025 Amending the Town's Fee Schedule, amending Park Use Fees.

Ms. Christie reported that the new fees for the Bluff Park went from \$300 to \$400 and for the other parks the usage fee is \$25 for up to 50 people and \$40 for 50 people and more.

ACTION: Mr. Wilhelm moved, and **Mr. Dembosky** seconded to approve Ordinance NO. 1-2025 Amending the Town's Fee Schedule, amending Park Use Fees. Motion carried.

NEW BUSINESS

a. Presentation by Custer County Work Force Housing Committee with updates on Housing Needs Assessment.

Mr. Keene gave a report on the mission of Custer County Work Force – to sustain high quality work force housing for residents in the County. He provided an update on the Housing Needs Assessment (HNA) which the County, Westcliffe, and Silver Cliff are all involved in. A contractor has been chosen, and the contract is in the process of being reviewed. Mr. Keene would like a Town Trustee to be on the committee – he recommended Bob Fulton because he has already been involved in the HNA meetings. Mr. Fulton accepted. The next step will be to have an on-site 'kick off' meeting with the contractor and all entities involved.

b. Acceptance of Mayor Pro-Tem George Mowry's resignation on January 9, 2025 and Mayor Wenke to appoint a new Mayor Pro-Tem.

Mayor Wenke would like Mark Dembosky to be the new Mayor Pro-Tem, and he accepted.

c. Discussion of chip sealing or paving Town roads.

Mayor Wenke reported that the goal for using 1% of the sales tax was to pave or cheap seal the 10.5 miles of roads in the Town every five years. Neal Marrs reported that \$250,000 has been budgeted for two miles of chip seal. However, chip seal only lasts two to three years, depending on weather. Snow plows, temperature changes, and water all affect this and causes pot holes and damage to the chip seal. It is basically just a band aid, it doesn't fix the road. Paving costs more, but it lasts 5 to 10 years. The bid process is still continuing – so far there has been two bids for paving a ¾ of a mile for \$250,000. For \$330,000 a full mile, both lanes, could be completed. Mr. Marrs has received quotes for 3rd Street between Main and Rosita, 2nd Street between Main and Northern Ave., the section from the bowling alley across Adams to Jerry Drive, and the school road - 10th Street from the highway to connect to the parking lot. March 1st is the deadline to let bidders know whether or

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JANUARY 21, 2025
REGULAR MEETING**

-Page 3 -

not the Town chooses their proposal because summer is the best time to conduct these projects. In addition, the preference would be to not do any projects in July because of peak tourism and the Blue Grass Festival.

Mayor Wenke stated that the Town should stay within the \$250,000 for this year for paving, rather than chip seal, and then more money can be budgeted in 2026 for paving.

d. Consideration of a request to approve a contract for IT services for 2025.

Ms. Christie reported that there are three proposals in the packet. She believes that Complete Business Systems (CBS) is the best option, despite being over budget, by \$1,000 for the year. The Town is saving \$1,000 yearly on the communication manager contract. CBS's proposal is more comprehensive than the other two and they have received positive reviews, including from Round Mountain. Initially CBI will come on site and look at all the devices the Town uses and will make recommendations on potential updates. Their customer service help desk is located in Colorado and they have a strong focus on cyber security. Additionally, they will make sure all licenses are up to date.

ACTION: Mr. Jagow moved, and **Mr. Fulton** seconded to approve Complete Business Systems contract for IT services for 2025. Motion carried.

e. Consideration of a request to update bank signature cards removing Kathy Reis and adding new Mayor Pro-Tem.

Ms. Christie reported that the bank signature cards should be updated at United Business Bank because the new Mayor Pro-Tem needs to be able to sign checks for the Town. Since she is retired, Kathy Reis should be removed as well.

ACTION: Mr. Jagow moved, and **Mr. Wilhelm** seconded to approve updating the bank signature cards removing Kathy Reis and adding new Mayor Pro-Tem. Motion carried.

f. Discussion of SB24-131 Prohibiting Carrying Firearms in Sensitive Spaces.

Ms. Christie reported that the State passed SB24-131 which prohibits carry firearms in sensitive spaces which includes government and municipality buildings. However, towns can opt out of this bill and sign an ordinance allowing citizens to carry firearms. An issue unique to the Town is that the conference room is considered the 'court room' unlike average government buildings where the court room is separate and has a metal detector or guard. The Town rarely has a court case – we have had one in the past year – but it is something to consider.

Mayor Wenke brought up the issue of how the Town enforces the House Bill. County Commissioner Lucas Epp reported that the County allows concealed carry (except during elections), but not open carry of firearms. The only way to enforce it is if you see a person open carrying, call the sheriff. At the County building there is a guard sitting outside of the court room, unlike at Westcliffe Town Hall.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JANUARY 21, 2025
REGULAR MEETING**

-Page 4 -

Attorney Clay Buchner reported that it is up to the Board as to how they want to proceed. It is up to an individual town as to what they want to do. Schools and court rooms never allow firearms, but other than those locations a town can opt out of the House Bill and allow firearms in government buildings. Law enforcement is exempt from the State Bill.

Mayor Wenke stated that the Town Hall employees do lock the door that goes into the offices and there are bars installed at the front counter, but someone could easily kick the door in.

Mr. Jagow reported that to get a concealed carry permit there is extensive training a person has to do, they have to take a test, and they cannot have any felonies.

The consensus of the Board is to allow concealed carry (unless there is a court hearing), but not open carry of firearms in Town Hall. Attorney Buchner will draft the ordinance, and it will be on February's agenda to approve.

g. Consideration of a request to approve the job description for new position 'Town Operations Coordinator.'

Mr. Dembosky reported that this is a revision of the previous Town Manager description. Now there will not be a Town Manager, but rather a Town Operations Coordinator. What is different is that this job title has more to do with on the ground activities rather than a manager.

The question is whether this new position will report to the Clerk/Administer or the BOT. Some Board members want the new position to report to the Clerk/Administrator who would be the single point of contact to the BOT. Mayor Wenke would like that person to report to the BOT. Mr. Fulton requested tabling this agenda item, so the job description isn't rushed, as the Trustees don't agree as to who the new position answers to.

ACTION: Mr. Fulton moved, and **Mr. Jagow** seconded to table this agenda item after re-working the job description and scheduling a special meeting. Motion carried.

h. Consideration of a request to conduct a survey of the Town-owned lots that were rezoned for workforce housing.

Mayor Wenke reported that he would like to get a survey of the Town-owned lots to ensure the property lines are legal before moving forward with affordable housing.

ACTION: Mr. Fulton moved, and **Mr. Wilhelm** seconded to approve conducting a survey of the Town-owned lots. Motion carried.

BOARD OF ADJUSTMENTS

Old Business

- a. Continued discussion of the Ace Hardware lights.

The complainant is satisfied with the results of resolving the light issues – he emailed the Town Clerk that he considered the matter closed. But Mr. Dembosky wanted to discuss the process of fixing the lights to officially close out the issue on record.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JANUARY 21, 2025
REGULAR MEETING**

-Page 5 –

STAFF & COMMITTEE REPORTS

a. Report from Town Clerk

Ms. Christie reported that the Town has 60 days from when Mr. Mowry resigned (January 9th) to fill the vacant Trustee seat. So far there has been one letter of interest. The ad is posted on the Town website and in both papers.

PUBLIC COMMENT

Mr. Hedberg reported that the Board of Trustees should vote on the new Mayor Pro-Tem rather than Mayor Wenke appointing someone. Mr. Jagow then made a motion to nominate Mark Dembosky as the new Mayor Pro-Tem and Mr. Fulton seconded.

Attorney Buchner offered to create a memo to clarify the difference between a strong and weak mayor town, and to speak with Mr. Hedberg after the meeting to address some of the concerns that came up at the meeting.

Mr. Fulton moved, and **Mayor Wenke** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Erin Christie
Deputy Town Clerk