

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 5TH, 2018
REGULAR MEETING**

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CALL TO ORDER

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

ROLL CALL

The following members were present: Mayor Wenke, Ms. Parkes, Mr. Frickell, Mr. Bistodeau and Ms. Cole.

ABSENT: Ms. Gluschke and Mr. Nordyke

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT: Jeanne Henrich-379 Rosita Hills Dr., Shirley Wanneburger-4550 Mitchell Mtn. Rd., Wendy Rusk-62895 Hwy 69, Jo Shannon-402 Main St., Robert Joslen-201 Main St., Kathy Taylor-27 Exclusion Rd., Tracy Ballard-Tribune, Mary O'Connor-404 South St. Silver Cliff, Bob Senderhauf-902 Main St., Christy Patterson-408 S. 3rd St., LeahTuter-1138 38th Trail, Cotopaxi, Lisa Frank-(Sentinel) 506 First St. Silver Cliff, Ed Tuter-1138 38th Trail, Cotopaxi

APPROVAL OF MINUTES

Mr. Bistodeau moved and **Mr. Cole** seconded to approve the minutes of the May 5th, 2018 regular meeting. Motion carried.

TREASURER'S REPORT

REVENUE RECEIVED IN MAY 2018

GENERAL FUND CHECKING:	\$	38,652.27
CONSERVATION TRUST FUND:	\$	9.78
MUNICIPAL COURT CHECKING:	\$	0.00

EXPENDITURES FOR MAY 2018

GENERAL FUND CHECKING:	\$	31,895.81
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BALANCE IN ALL ACCOUNTS

GENERAL FUND CHECKING:	\$	143,532.08
CAPITAL FUND CHECKING:	\$	205,921.63
MUNICIPAL COURT CHECKING:	\$	3,353.00
CONSERVATION TRUST FUND:	\$	23,812.51
TOTAL C.D's PLUS INTEREST:	\$	389,935.74

Consent Agenda:

All items listed under the consent agenda are considered to be routine and will be approved with one motion. There will be no separate discussion of these items unless a Board Member or citizen so requests, in which case the item may be removed from the consent agenda and considered separately, at the discretion of Board of Trustees.

- a. Approval of minute's
- b. Treasurer's Report
- c. Approval of Bills
- d. Approve the 2017 audit

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OLD BUSINESS

- a. Consideration of signing a lease purchase for the property at 1000 Main with an option to buy.**

Mr. Printz presented the lease option to purchase document to sign by Mayor Wenke, Ms. Patterson, and Ms. Rusk.

NEW BUSINESS

- a. Consideration of request to approve a utility easement for the restrooms at Summit Park.**

ACTION: Mr. Bistodeau moved and Ms. Cole seconded to approve a utility easement for the restrooms at Summit Park.
Motion carried.

- b. Discuss and consider approving the Three Mile Plan.**

This has been tabled. Will look at it and discuss it at the June 12, 2018 at 1:30pm workshop.

- c. Consideration of approving the relocating the Farmers Market.**

There were some issues with the framers market being in Jess Price Park and all the traffic it creates. There are close calls with people crossing the street, with oncoming traffic. Children are darting out in front of traffic. The Fire Department and Road and Bridge have made it clear that there is a lot of congestion trying to get out of North 4th Street onto Main. The board thought that moving the farmers market to one of the other parks would be better for them because of the increase of vendors and it would also help with the safety issue. Mayor Wenke also mentioned that maybe on North 2nd Street would be a good location for the market with visibility from the highway and more parking would be available to them. When the market does move to another location there will be signs placed showing where the market moved to. The trustees invited the all vendors to come back next meeting in July with any new idea and present them to the board.

- d. Consideration of approving locations to do chip seal.**

Mr. Carter said the 2nd Street project should start mid June and end before July 4th.

The town would piggy back with the county to do chip sealing here in the town. Rosita and Edwards will be repaired before chip sealing starts on it. The chip seal would last about 6-7 years. The chip sealing would start on Powell and Edwards and include the side streets from Rosita to Powell. One (1) tanker would cost \$23,000.00 and two (2) tankers would double. Can do more chip sealing with County. If the town waits until next year, prices on materials will increase. The County usually chip seals every year, if we wanted to get on board with them again.

There are concerns from the board regarding spending the money for the second tanker. The town just purchased/lease the 1000 Main Street building. Clerk Reis will look closely at the budget and let the board at the July 3rd meeting regarding the 2nd tanker.

ACTION: Mr. Bistodeau moved and Mr. Frickell seconded for approving the locations 2nd St. to 6th St. and its connector streets, for doing chip seal. Motion carried.

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NEW BUSINESS CONTINUED

e. Consideration of request to approve assigning a time limit to presentations.

Time limit on presentation from the audience will be 3 minutes long and a timer will be used.

ACTION: Mr. Frickell moved and Ms. Parkes seconded to approve assigning a 3 minute time limit to presentations. Motion carried.

f. Approve staff goals and objectives.

Mayor Wenke would like to have quarterly reports from the staff. This will start in July 2018.

Mr. Carter gave the board his goal's for 2018-2019; such as, installing the radar speed signs, expand east side of parking area at Jess Price Park, retrofit new period lights, complete 2nd street project, restroom at Bluff Park, chip seal areas, Verizon tower, new building renovation, new Christmas lighting plan, submit TAP grant project, construct new tennis court.

Clerk Reis gave the board the Clerk's Office goals for 2018-2019; such as, amend the 2018 budget, close out DOLA grant for the 2nd Street project, complete addressing system for the town and to complete the GOCO grant for the tennis court, revise record retention schedule after relocation to the new building and digitizing of permanent records.

ACTION: Mr. Bistodeau moved and Ms. Cole seconded to approve staff goals and objectives. Motion carried.

STAFF & COMMITTEE REPORTS

a. Report from Town Clerk – Clerk Reis

Clerk Reis asked the board about the moving the welcome sign to the new building. They decided it would stay in the same place as it is now instead of moving it closer to the border line which is behind the new building for the town hall. It would cost \$2,500.00 to move it which C.A.R.T. would pay for it.

Clerk Reis showed the board of trustees the drawing from Ms. Irene Francis of All Aboard Westcliffe Depot and the D/RG train in front of depot which would go on the new town hall building sign.

Clerk Reis spoke about the community dinner that is September 19th. It was suggested reserving enough tables for the two (2) towns, trustees, commissioners and Planning Commissions, to show unity between the two towns. The board agreed that it was a good idea. Clerk Reis will work on getting tables. Also, the mayor thought about having an annual dinner with Silver Cliff, County Commissioners and Westcliffe at least twice a year

Some bicyclist came through town and stopped by town hall to say that they thought Westcliffe was very clean.

Clerk Reis requested of the board to allow Deputy Clerk Jennings to attend the CML Annual Conference in Vail so they could cover more classes. The board agreed.

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STAFF & COMMITTEE REPORTS CONTINUED

Clerk Reis spoke to the board regarding the strategic plan. There is a gentleman from Pueblo West that is willing to come up on a moment's notice. He said he knows how to get grants and he would help. D.O.L.A. sent 13 pages of recommends for consultants. Mayor Wenke suggested working with the Planning Commission on this process that we will go though between now and the end of the year. Mayor Wenke and other board members were impressed with the way P.U.M.A. helped with C.A.R.T. But before we get started we need recommendations with people who have done strategic plan, which is different for the master plan which our master plan we use is the land use plan. There is no cost for the initial meeting. Than once you decided what you want out of it we can develop an RFP than send it out to a group of them. The workshop is set for June 12th at 1:30pm along with a phone conference.

b. Report from Building and Zoning – Mike Carter

The garden club wanted to acknowledge that CDOT donated the boulders for the corners in front of the Bluff. Mr. Carter said that the garden club was doing a great job with all the plantings. And Jerry Keffer worked very hard in helping the garden club with watering.

The metal flowers are very beautiful on the corners of Main and 2nd Street.

An animal shelter is in the works that will be serving all of Custer County. Silver Cliff is donating the land for this to happen.

Mr. Carter would like the town to purchase a street sweeper so the streets would be clean on a regular basis. It would not only sweep the streets but would have interchangeable attachments. Right now CDOT comes and cleans the main streets 6 times a summer and costs about a thousand dollars each time. Mr. Carter said that the town could get a grant to help defray the cost of purchasing a street sweeper. Mr. Carter will attend a demo in Denver sometime next week.

The picture that was presented to the board for the outside sign at the new building was liked by the board. Deputy Clerk Jennings will contact the owner of the picture to get her permission to use.

The board wanted to know about the red house on Main Street. Mr. Carter said that he would send out to the owners a 60 day notice to either demo or rebuild it. At the end of 60 days is when the owners are supposed to begin. If the owners do nothing, after that 60 days than the town will demo the house at owners expense. The house is unsafe for anyone to live in. The board was in agreement to proceed.

Verizon will sign the lease with the town of Westcliffe the end of June 2018. They will maintain the site and the amount of rent would increase every five (5) years. AT&T decided that they wanted to go with a spot in the county near the Courthouse.

Mayor Wenke requested for Mr. Carter to look into security cameras for the parks and shop. Mr. Carter will add this onto his goals.

Ms. Cole moved and **Mr. Bistodeau** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Wanda Jennings
Deputy Clerk