

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, SEPTEMBER 4TH, 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. Gluschke, Ms. Parkes, Mr. Frickell, Mr. Bistodeau and Ms. Cole.

ABSENT: Mr. Nordyke

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT

Tracy Ballard-Tribune, Shannon Byerly-702 Rosita Ave., Brian Cline-106 S. 6th, Lisa Frank-506 First St. Silver Cliff-Sentinel, Tara Fowler-Apollo-Denver, Kathy Reis, Jay Printz, Mike Carter and Wanda Jennings.

TREASURER'S REPORT

REVENUE RECEIVED IN AUGUST 2018:

GENERAL FUND CHECKING:	\$	62,099.91
CONSERVATION TRUST FUND:	\$	10.86
MUNICIPAL COURT CHECKING:	\$	25.00
CAPITAL FUND CHECKING:	\$	63,412.00

EXPENDITURES FOR AUGUST 2018

GENERAL FUND CHECKING:	\$	67,676.05
CAPITAL FUND CHECKING:	\$	94,030.00
TOTAL GENERAL FUND	\$	161,706.05

BALANCE IN ALL ACCOUNTS:

GENERAL FUND CHECKING:	\$	219,541.42
CAPITAL FUND CHECKING:	\$	18,566.28
MUNICIPAL COURT CHECKING:	\$	3,378.00
CONSERVATION TRUST FUND:	\$	25,579.44
TOTAL C.D's PLUS INTEREST:	\$	390,628.52

APPROVAL OF CONSENT AGENDA

- a. Approval of minute's
- b. Treasurer's Report
- c. Approval of Bills

Mr. Frickell moved and **Mr. Bistodeau** seconded to allow and pay all bills. Motion carried.

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OLD BUSINESS

a. Consideration of approving request to sign an agreement with Apollo Solutions Group for energy savings at 1000 Main.

Tara Fowler from the Apollo Solution Group spoke regarding the new building. ASG visited site of the new town hall building last week. The Engineer Brent Tracy will be joining in the discussion by conference call. Tara said that ASG would be the acting contractor for the project. She listed the things that needed to be replaced, such as electric, lighting, heating/base boards, air conditioner (swamp cooler) painting, windows, carpeting, flooring, bathrooms, and water heater. As acting contractor ASG would contract these different things out with the help of Mike Carter. Tara gave three options for replacing the current electric heat that the town could choose from. She spoke about having solar panels placed. The MOU with Colorado Energy Office must be signed first in order for ASG to start making cost estimate on the new building. As of right now Tara said the bid would be \$236,000.00. By signing the MOU it would guarantee the town's commitment to ASG and CEO. Clerk Reis reminded the board, the DOLA Grant we've already received is for \$146,000.00 and has to remain in that scope. Plus the town has already awarded some of the bids. Engineer Brent Tracy did not call in. It was decided by the board to seat down with the staff and decide what to engage in with ASG, also this request will be tabled until Mr. Carter gives his report at the end of this meeting. All agreed.

b. Consideration of request to sign an MOU with Colorado Energy Office.

This will be talked about at the end of Mr. Carter's report. It will then be decided if we are going to sign the MOU (Memorandum of Understanding).

ACTION: Mr. Bistodeau moved and Ms. Gluschke seconded to sign the MOU with Colorado Energy Office at this time with hope to be able to move forward with the Apollo Solutions Group and their search for more energy savings in concert with Mike Carter and his approval. Motion carried.

NEW BUSINESS

a. Consideration of request to approve Resolution 4-2018 amending the 2018 budget.

ACTION: Mr. Bistodeau moved and Ms. Gluschke seconded to approve the Resolution 4-2018 amending the 2018 budget. Motion carried.

b. Consideration of request to approve Resolution 5-2018 approving a mural on the Community United Methodist Church.

This was tabled due to no representative for Community United Methodist Church.

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NEW BUSINESS CONTINUED

c. Sheriff 2nd quarter report.

Sheriff gave the board his 2nd quarter report.

d. Consideration of request to approve the 2019 Custer County Sheriff contract.

ACTION: Mr. Bistodeau moved and Ms. Gluschke seconded to approve the 2019 Custer County Sheriff contract. Motion carried.

e. Consideration of recommendation by the Planning Commission to sell the north end of 5th Street.

The Board wanted the staff to advertise in the newspaper and make the public aware of the sale, but first to speak with expertise on the cost of the property and to also have it surveyed. The land in question is 80ft x 90ft for a driveway. The town owns this non-buildable property.

ACTION: Mr. Bistodeau moved and Mr. Frickell seconded to move forward with the pending sell of north end of 5th Street, contingent upon fair market value for the driveway and will be on market for one (1) month. Motion carried.

f. Consideration of request to approve design for mural at 102 W. 6th that was approved by Resolution #3-2017.

ACTION: Ms. Gluschke moved and Ms. Parkes seconded to approve design for mural at 102 S. 6th that was approved by Resolution #3-2017. Motion carried.

g. Employee quarterly goals report.

- Clerk Reis gave her quarterly goal report to the board.
- She has worked with the Tennis Court Committee to complete the grant; we submitted out first review to GOCO on August 27th.
- Mr. Carter talked about the Radar Speed Signs and having trouble with one but will have it fixed soon.
- Placed about 10 new street signs around town
- Finished the parking area expansion at Jess Price Park looks really good, beautiful.
- The test period light on 4th and Main is a go they will retro fit rest of the 16 new lights on Main Street. Dead line for completion will be before Thanksgiving than the lights will be in compliant.
- Completed 2nd Street project and looks good.
- The restrooms that will go in at Summit Park is a go, lines will be installed when the sprinkler system is cut off which is the week of September 17th.
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NEW BUSINESS CONTINUED

- The Chip Seal project went much better than we thought it would, cost was \$23,173.00 for eight (8) blocks. Something we as a town might want to think about for doing more chip seal in the future.
- Verizon Wireless Tower will be installed the second quarter on 2019. Everything is ready for them.

Mr. Carter's Report

- The new town hall reinvention. New roof is completed. There was a lot of demo done inside. Kathy and Wanda have done a lot of painting inside. Concrete and drainage on the outside were also done by Langston and turned out really good. It will solve the drainage problems.
- Christmas Committee for Main Street. There are eight (8) people on the committee so far. We are planning on having 5 weekly meetings to develop a plan. The money will come out of street maintenance budget. The board would like to see all the merchants get involved with decorating and be proud of the town. Big Dog isn't putting up lights in the park as before nor Black Hills Energy placing lights and taking them down on Main Street. One of the board members suggested white lights be placed on 2nd and 3rd street all year round. Mayor Wenke said that Ace could provide the lift for placing the lights. Tradition of having the Christmas tree on 3rd and Main will continue.
- The alert for 200 blk going one way was placed in the newspaper for four (4) weeks, the start of one way is October 1st. To get back to the highway from downtown you'll need to go 2nd street north to the highway. It was suggested that the delivery trucks from the Bowling alley and Lowe's exit to North Adams Blvd. to highway that way they wouldn't have to go back through town. If not the trucks would go to North 2nd Street to exit to highway.
- Going back to the new town hall building. The board thought that Mr. Carter was very capable of overseeing the work. Mr. Carter said he would like to see cost saving in the heating and lighting from Apollo Solutions Group but we will see what they come up with. The board said they would support Mr. Carter in his decision and if he thought Apollo would stay under or on budget of \$4,000.00 than it would be left up to Mr. Carter to make that call whether we use them or not.

h. Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and /or instructing negotiators under C.R.S. Section 24-6-402(4)(e)

ACTION: Mr. Gluschke moved and Ms. Cole seconded to adjourn regular session and move into executive session allowed by CRS 24-6-402(4)(e), for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e). Motion carried.

At 7:25 P.M., the Regular Meeting was recessed. The Executive Session was convened at 7:30 PM.

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NEW BUSINESS CONTINUED

- i. **Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and /or instructing negotiators under C.R.S. Section 24-6-402(4)(e)**

ACTION: Mr. Gluschke moved and Ms. Cole seconded to adjourn regular session and move into executive session allowed by CRS 24-6-402(4)(e), for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e). Motion carried.

At 7:25 P.M., the Regular Meeting was recessed. The Executive Session was convened at 7:30 PM.

REGULAR MEETING

At 8:00P.M., Mayor Wenke reconvened the regular meeting and announced that the Executive Session had been concluded. He stated that in addition to himself, the participants in the Executive Session were Ms. Gluschke, Ms. Parkes, Mr. Frickell, Mr. Bistodeau, Ms. Cole, Kathy Reis, Jay Printz, Mike Carter and Wanda Jennings. For the record, Mayor Wenke asked that if any person participating in the Executive Session who believed that any substantial discussion of any matters not included in the motion to go into Executive session occurred during the Executive Session in violation of the Open Meetings Law, to state his or her concerns for the record.

Attorney Printz stated that no decisions were made; the board stayed on topic and did not violate any State laws.

STAFF & COMMITTEE REPORTS

- a. **Report from Town Clerk –**

Clerk Reis spoke regarding the large sign on the new building where the train and depot is to go. Mayor Wenke requested that Clerk Reis talk to Tabor in the rental department of Ace to use the lift. The sign company in Pueblo can do the vinyl as long as it doesn't break in the process of being removed. We will see how sound that sign is after 30+ years and if we indeed want to us it. If we decide to go with Plan C it would be a metal frame placed along the West side of building.

For the replacing of the round sign (clock) Canon City Signs will do this drawing for \$450.00. We had Dark Sky's help us with creating something to go on round sign. She reminded the board that Ms. Christy Patterson was the 3rd longest standing Mayor here in Westcliffe. Clerk Reis wanted to know their thoughts on dedicating the meeting room in the new town hall, and calling it "Patterson Hall". The board agreed. Clerk Reis will bring a resolution in October 2018.

Mr. Carter will be gone on vacation for a week.

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STAFF & COMMITTEE REPORTS

b. Mayor Report.

Mayor Wenke received a letter from a gentleman who came here from Missouri to see the Dark Skies'. First time he saw the Milky Way in his life. Clerk Reis will send the letter to the newspaper.

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

ADJOURN

Recorded by:
Wanda Jennings
Deputy Clerk