

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, SEPTEMBER 3, 2019
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, Mr. Bistodeau, Mr. Frickell, Ms. Cole, Mr. Nordyke and Ms. Parkes

ABSENT: Ms. Gluschke

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT

Tracy Ballard-The Valley Beat, Elliot Jackson-Wet Mtn. Tribune, Lisa Frank-506 1st, Silver Cliff, Joanie Liebman-KLRZ and Kathy Reis

Financial:

Treasurer's Report: Clerk Reis submitted written reports. With 67 percent of the year having elapsed, General Fund has collected 110.2 percent of budgeted revenues and spent 83 percent of budgeted expenditures. Capital Fund has collected 49.4 percent of budgeted revenues and spent 31 percent of budgeted expenditures. Sales tax for June was up by 25.07 percent, which is up 19.49 percent from the previous year-to-date. The current Bills List is attached.

Account balances:

General Fund Checking:	\$ 118,713.96
CSafe-GF Core 11:	\$ 144,733.94
CSafe-3% Tabor Reserve:	\$ 21,072.06
Municipal Court Checking:	\$ 2,182.70
Tennis Court Checking:	\$ 6,720.25
Conservation Trust Fund Checking:	\$ 32,637.92
Capital Fund Checking:	\$ 182,048.51
CSafe-CF Core 12:	\$ 146,561.20
Total C.D.'s plus interest:	\$ 347,549.66

APPROVAL OF CONSENT AGENDA

a. Approval of Minutes, Treasurer's Report, Approval of Bills

Mr. Bistodeau moved and **Mr. Nordyke** seconded to approve the Consent Agenda. Motion carried.

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OLD BUSINESS

No old business.

NEW BUSINESS

a. Accept Audrey Gluschke' s resignation.

Mayor Wenke reported Audrey Gluschke has moved out of town so can no longer serve as trustee. She has submitted her letter of resignation.

ACTION: Mayor Wenke moved and Mr. Nordyke seconded to accept Audrey Gluschke's resignation. Motion carried.

b. Appoint Mayor Pro-Tem.

It is the responsibility of the Mayor to appoint the Mayor Pro-Tem. Mayor Wenke would like to appoint Jim Bistodeau.

ACTION: Ms. Parkes moved and Mr. Frickell seconded to approve appointing Jim Bistodeau as Mayor Pro-Tem. Motion carried.

c. Consideration of filling the vacant trustee position.

Mayor Wenke had contacted Charlie Ellison and felt he would be a good fit and recommend appointing him as trustee. Charlie Ellison submitted a letter of interest stating he is willing to fill the seat until the end of Ms. Gluschke's term in April of 2020. No other letters were submitted. Mr. Ellison will be sworn in prior to the next meeting.

ACTION: Mr. Nordyke moved and Ms. Cole seconded to approve appointing Charlie Ellison for the vacant trustee position. Motion carried.

d. Consideration of request to remove Audrey Gluschke as a signer on all accounts and appoint a new signee.

ACTION: Mr. Bistodeau moved and Ms. Cole seconded to approve removing Audrey Gluschke as a signer on all the Town's bank accounts. Motion carried.

ACTION: Ms. Cole moved and Mr. Nordyke seconded to approve adding Gary Frickell as a signee on all the Town's bank accounts. Motion carried.

e. Consideration of request to approve a Special Event Liquor permit September 3rd at 119 Main Street – Wet Mountain Broadcasting, Corp. (KLZR)-Joanie Liebman.

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NEW BUSINESS CONTINUED

Let the record reflect the event is September 13th not September 3rd. All paper work is in order along with all the fees being paid. No objections were filed with our office from the public.

Joanie Liebman explained it is for the High Peaks Premier for the evening at the Jones Theater prior to the High Peaks Festival. This is a fund raiser, food will be available, starting at 6:00 p.m. No alcohol will be allowed in the Jones Theater, this is strictly for Studio 2. There will be a person at the door to make sure the alcohol is not taken out of Studio 2 nor outside.

ACTION: **Mr. Bistodeau** moved and **Ms. Parkes** seconded to approve the Special Event Liquor permit September 13th at 119 Main Street -Wet Mountain Broadcasting, Corp. (KLZR). Motion carried.

f. Consideration of request to approve Ord. 7-2019 amending the Zoning Map.

Three lots will be relabeled and then subdivided into four lots and an open space area.

ACTION: **Mr. Bistodeau** moved and **Ms. Cole** seconded to approve Ord. 7-2019 amending the Zoning Map in reference to the Vivienda Parque subdivision. Motion carried.

g. Consideration of request to pay the lease purchase off with First State Bank of Colorado for 1000 Main Street.

Paying the lease purchase off will save a little over \$25,000.00 in interest over the term of the lease. If it isn't paid off and the funds put in CSAFE, there is about a \$12,000.00 savings. The balance is approximately \$105,000.00. After further discussion the following motion was made.

ACTION: **Mr. Bistodeau** moved and **Mr. Nordyke** seconded to off the lease purchase with First State Bank of Colorado for 1000 Main Street. Mayor Wenke – Yes, Mr. Bistodeau – Yes, Mr. Frickell – Yes, Ms. Cole – Yes, Mr. Nordyke – Yes and Ms. Parkes – Yes. Motion carried.

h. Consideration of paying for a membership to Rotary and appoint a representative.

Mayor Wenke asked the board to consider purchasing a membership, the cost is \$212.00 per year. This will give the Town one voting member, others may attend. The trustees attending this meeting were unable to commit but, thought it would be beneficial. The Town Clerk was appointed to attend on the Town's behalf. Clerk Reis was appointed.

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NEW BUSINESS CONTINUED

ACTION: Mayor Wenke moved and Mr. Frickell seconded to purchase a membership in Wet Mtn. Valley Rotary. Motion carried.

i. Staff quarterly goals reports

Clerk Reis reported that the re-cataloging all records/location is 95% complete and the new website was completed as scheduled. These were completed in September.

Mr. Carter reported that the walls on the Bluff restroom are currently going up; the concrete was poured at the pocket park and soon to be completed; the chip seal project has not been completed yet, weather depending it will be completed; the turf on the north side of this building has been completed.

j. CML Reports

Clerk Reis reported on a few highlights as follows: A session on getting the youth involved in the government; talked about Open Meetings law and the 1st Amendment Auditors, explaining that proper signage has been put in place for areas where employees only are allowed in the building. We have a do's and don'ts list that I would like Jay to review and provide for all the employees; also if the board appoints just two members to attend an outside meeting and that is something that will be on the agenda for a decision, we need to post that meeting; talked about the budgeting process and we should only budget actual expenditures, the budget can easily be amended.

Mr. Carter reported the he attended several sessions on parks and recreation -the thought is to improve the parks by adding more things for folks to do, more activities; also a session on road maintenance-chip seal is the most economical for us to do; affordable housing is an issue state wide-towns are getting more involved in someday by forming housing authorities, providing land or by changing codes; building code – the ISO ratings and updating our codes, the suggestion was not to update our codes, updating would not make a difference on the insurance.

STAFF & COMMITTEE REPORTS

a. Report from Town Clerk – Kathy Reis

I am trying to get the Google calendar so you can see for all the meetings. I will be uploading documents and updating the bills list and treasures reports during the month for you to review all month long. If you need help or can't see the calendar, please let me know.

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STAFF & COMMITTEE REPORTS CONTINUED

b. Report from Building and Zoning – Mike Carter

Interviews are Friday at 4:00. Per state statute the new person would not be able to be hired until September 16th. I am will to stay until October 15th. We need the minimum of 4 trustees to go into an executive session for the interviews.

There may be some issues with the sewer at the old building that we may need to address.

The meeting with Centurylink is scheduled for the 18th at 1:15.

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

ADJOURN

Recorded by:
Kathy Reis
Town Clerk