

**TOWN OF DE BEQUE
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 14, 2022**

The regular meeting of the Board of Trustees was held on December 14, 2022, at 6:00 p.m. in the Community Center, 381 Minter Avenue, De Beque, Colorado. Present were the following:

Mayor: Shanelle Hansen

Trustees: Cindy Farris, Lisa Lippoldt, Vernon Bruse, Sarah Hambrick and Walter Wood

Trustee Judy Lake absent

Staff Present: Town Administrator Care' McInnis, Town Clerk Lisa Rogers, Marshal Bob Dalley

No members of the public were in attendance

CALL TO ORDER:

The meeting was called to order at 6:01 p.m. by Mayor Pro-tem Cindy Farris.

The Pledge of Allegiance was recited.

ROLL CALL:

Roll call was taken, and a quorum was present.

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA:

Ms. McInnis informed the board that in January, Aspen Land Trust will be giving a presentation that will be strictly informational and will allow the public to ask questions. Ms. McInnis also mentioned that there will be a two-day event at the Community Center with the DMV2GO. During the two days, DMV2GO will provide most of the same services as the other driver's license offices except testing.

ITEMS FOR PUBLIC PARTICIPATING IN CONFERENCE – NOT ON THE AGENDA:

No comments. No Public present.

BOARD COMMENTS:

Trustee Wood asked if he has an unoccupied fifth wheel (that he owns) in his driveway, does he need a 14-day permit or what does he need to do? Ms. McInnis referred the question to Marshal Bob Dalley. Marshal Bob Dalley informed Trustee Wood that he will need to have the fifth wheel set back 15-20 feet from the property line but offered to look at the code and let Trustee Wood know the exact footing. Trustee Wood then asked does he needs permission or a permit to have the family stay in the fifth wheel for five days? Ms. McInnis suggested Trustee Wood come to Town Hall during business hours and we can find out the answers for him through our Code and/or planner. Trustee Wood requested the information just be emailed to him as he will not be able to make it into Town Hall. Trustee Hambrick commented about how lovely it was to have everyone together for the Christmas Party. She thanked the Town for putting it together. Mayor Hansen made her apologies for not being able to make it to the Town Christmas Party. She also mentions how nice the Town has been looking with all the lights and decorations.

TOWN MANAGER REPORT:

Town Administrator McInnis presented the monthly Manager report. Ms. McInnis informed the Board that the staff and Matt Farrar (planner) will be having a meeting with Janika and Darrell from Mesa County tomorrow. Staff hope to become better educated on building permits and have guidelines to refer to moving forward.

Ms. McInnis mentioned that at the January Board of Trustees meeting, the Board will be adopting 2023 meeting dates for the Board of Trustees, Planning & Zoning Commission, and Municipal Court. There will be a Public Hearing for a Special Review Use pertaining to a carport/garage, and the Planning Resolution will be brought before the Board in January.

Ms. McInnis explained that there will be a public meeting concerning SRF funding before we are able to move forward with the execution of the loan once the loan is accepted. The meeting will inform the community where the money is going.

Ms. McInnis gave an update that Staff is working hard alongside Michael Santo (who specializes in employment law and represents solely employers) on the personnel manual. Hopefully it will be brought before the Board in January. A lot of work has been done within the personnel manual to make sure it is compliant with the law.

Ms. McInnis requested all Board members mark their calendar for January 31st, which is the Municipalities Dinner. Please RSVP with Lisa.

Ms. McInnis explained that she participated in another Fire Mitigation meeting and feels it's good to stay in the loop. Although it may not be her area of expertise, there could be potential for grants in the future.

Ms. McInnis updated the Board on the personnel matter from executive session. The applicant appealed the decision, the Town has responded, and we are now awaiting the decision. There is no time frame for when the decision must be made.

Ms. McInnis gave thanks to Jim Taylor for showing Commissioner-Elect Daniel, two local constituents, Katherine Boozell, and herself around the water plant. Ms. McInnis felt it's important to be able to have firsthand knowledge of the plant not just reports. Afterwards, she was able to give a little tour driving

tour to Commissioner-Elect Daniel. During this drive, Ms. McInnis gave an ask that Commissioner-Elect Daniel does not forget about De Beque.

Ms. McInnis caught the Board up on her trip to Pueblo. She gave a presentation on the Town's proposal for a gravity flow sewer line underneath I-70, to the Energy Impact Assistance Fund Committee. Steve LaBonde was also present to answer any engineering or other permitted questions. Ms. McInnis explained there were also 49 other communities there with big asks. We did have letters of support from the County Commissioners and the developers of the Elkhorn Property. Ms. McInnis explained she felt it went well. The committee was interested in making sure the communities were doing all they could to be self-sustaining especially regarding infrastructure and rates. They were interested in whether the project would eliminate or reduce the need for individual sewage/waste disposal systems or lift stations. The committee was interested in whether there was any interest in development as well. Having the letter from Elkhorn was in our favor. Ms. McInnis explained the gravity flow project costs \$800,000.00; the grant is a 50% match grant. Hopefully, the Town is successful in getting this grant as we will not have access to our half to fund this project for long. The answer is anticipated to be given in January.

Ms. McInnis mentioned that in 2016, the Town violated the Clean Water Act by placing unauthorized fill in this area. The Army Corp of Engineers required the Town to be on years-long mitigation plan that would be at the Town's expense. ERO is the company that we pay to monitor our progress and report to the Army Corp of Engineers. ERO agrees that the criteria set forth in the plan has been met. ERO will send the information to the Army Corp of Engineers and the Town will await their response. Their response can go one of two ways. Option 1: They agree with us and we will not have to report to ERO any further and save on that cost as well as the dedicated staff time costs and we would just continue to maintain this wetland as we have been. Option 2: They could require additional years' monitoring and reporting on the progress of this area.

Ms. McInnis updated on the Parks and Rec Department's happenings for the month of December. There is an upcoming lighting contest—both residential and business. There is still availability for the Annual Holiday Light Tour for the 16th and 19th. There will be Caroling by the Campfire on Saturday. Angel Tree deliveries are this Tuesday. The Fire District will be delivering the gifts. Fireworks will be held on December 31st @ 7 pm. There are also boys' basketball registrations ending the 29th.

CONSENT AGENDA:

- a. Approval of Minutes: November 22nd, 2022.
- b. Bills and Expenditures: Financial transactions and expenditures for November related to the Country Store, Always Something Creations, and/or other conflict items are listed below as part of the regular agenda.
- c. **Discussion and action regarding RESOLUTION NO. 2022-22:** Giving temporary construction easements to public service companies of Colorado to upgrade electric transmission lines.

Discussion Before motioning on Consent agenda: Trustee Wood questioned letter c of the consent agenda. He recalled already discussing this matter with the Xcel people. Town

Administrator McInnis confirmed that we have discussed this resolution prior, but at this time it's just the acceptance and signing of the documents.

Motion:

Trustee Hambrick motions to approve the consent agenda
Trustee Wood seconds that motion
Motion carried 6-0

REGULAR AGENDA:

NEW BUSINESS:

REMAINING BILLS AND EXPENDITURES: Expenditures related to the Country Store and Always Something Creations.

Motion:

Trustee Farris motions to accept the bills and expenditures
Trustee Hambrick Seconds that motion

Motion carried 4-0

DISCUSSION AND ACTION REGARDING RESOLUTION NO. 2022-21: A loan agreement and accompanying bond with Colorado Water Resources and Development Authority for \$300,00.00 only to be used for engineering design services with planned upgrades to the town domestic water supply system.

Ms. McInnis explained this resolution is about the water plant. She stated that this is a big deal for our community, and we want them to know this. This loan is a percentage type loan. Before we sign the loan, we will know what percentage of the \$300,000.00 we will have to pay back. The percentage could be 80%/20% or 20%/80% or anywhere in between. The needs of the community for a new water plant will also play a role in the amount to be paid back.

Motion:

Trustee Hambrick motions for approval of Resolution NO. 2022-21
Trustee Farris seconds the motion for approval of Resolution NO. 2022-21
Motion carried 6-0

DISCUSSION AND ACTION CONCERNING RESOLUTION NO. 2022-20: A Resolution Levying general property taxes for the year 2023 to help defray the cost of government for the town of De Beque for the 2023 budget year.

Ms. McInnis explained the values for property taxes generally stay the same, and the Town tried to be proactive by bringing it before the Board last month because certification is due to the County on

**TOWN OF DE BEQUE
BOARD OF TRUSTEES
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DECEMBER 14, 2022
PAGE 5**

December 15th. On December 3rd, the Town received notice that showed an increase in value, coming in at just under a million dollars, giving estimates additional revenue to the town of \$9,000.00. Resolution NO. 2022-20 modifies Resolution 2022-19 that was previously adopted. This resolution does not change any of those numbers previously given in Resolution 2022-18 which was based on expenditures, this resolution is based on revenue.

Motion:

Trustee Lippoldt motions to approve Resolution No. 2022-20
Trustee Hambrick seconds this motion
Motion carried 6-0

The Board resumed regular session and adjourned at 6:41 p.m.

Respectfully submitted,

Approved by the Board of Trustees

Lisa M. Rogers, Town Clerk

Shanelle Hansen, Mayor