

**TOWN OF DE BEQUE  
BOARD OF TRUSTEES  
REGULAR MEETING  
NOVEMBER 22, 2022**

The regular meeting of the Board of Trustees was held on November 22, 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, Judy Lake, and Walter Wood

Trustee Sarah Hambrick was absent.

Staff Present: Town Administrator Care' McInnis, Town Clerk Lisa Rogers, Deputies Andy Scott and Matt Surad

Also Present: Diane Sandelin, Jeanette Refior, Katherine and Nick Boozell

**CALL TO ORDER:**

The meeting was called to order at 6:02 p.m. by Mayor Shanelle Hansen.

The Pledge of Allegiance was recited.

**ROLL CALL:**

Roll call was taken, and a quorum was present.

**ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA:**

None. Ms. McInnis introduced new employees Matt Surad (Deputy) and Katherine Boozell (Treasurer). Ms. McInnis indicated that there were pictures on everyone's desks of a new truck and digital sign that had been obtained for the Town of De Beque. The vehicle and sign are forfeitures; the Town did not pay anything for them. She thanked JR and the Marshals Department.

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

No comments.

**BOARD COMMENTS:**

Mayor Hansen asked if we might have an elderly angel tree as well as one for children. She stated that she had seen one at Mesa Mall. Ms. McInnis stated that we could discreetly help with elderly needs. Ms. McInnis stated that she has a discretionary fund that could be used for such a purpose. Diane

Sandelin and crew will be handing out cookies to the elderly and she will let us know if there is anyone in need.

**TOWN MANAGER REPORT:**

Town Administrator McInnis presented the monthly Manager report. Ms. McInnis asked that the Board let her know whether they like the longer or shorter reports. Mayor Hansen stated that she appreciated the reports. Ms. McInnis stated that the Municipalities Dinner scheduled for November 30<sup>th</sup> had been cancelled, but that it would be rescheduled. The next Planning and Zoning meeting will be December 13<sup>th</sup>. The next Board of Trustees meeting will be Wednesday, December 14<sup>th</sup> as the Town has a deadline of December 15<sup>th</sup> to have the Certification of Levies back to Mesa County. Trustee Farris stated that everyone should wear ugly sweaters for the December meeting. Ms. McInnis stated that there should not be a need for a supplemental budget.

Administrator McInnis stated that incoming Mesa County Bobbie Daniels would be coming up December 5<sup>th</sup> for a tour of the water plant and the community. Ms. McInnis stated that she is appreciative of the way staff has been filling in where necessary due to staffing shortages.

Ms. McInnis stated that she will be traveling to Pueblo on December 6<sup>th</sup> and 7<sup>th</sup> to make a presentation about the bore under I-70 Interstate to the Energy and Mineral Impact Assistance Fund. The project will cost roughly \$800,00.00. If the EAIF approves the project, matching funds will come from ARP monies from Mesa County. At the next meeting, Ms. McInnis may give her presentation to the Board. It may allow constituents to get a glimpse of the project and what happens behind the scenes with the grant request.

The Planning and Zoning Commission would like to present the code audit to the Board in small pieces for review and possible adoption. There is also a Special Review Use application that may be coming before the Board in January for a garage and carport. The Town has sent a letter to a constituent letting him know that he needs to submit a request for rezone before January. There has been a request for an application for a subdivision. The applicants do owe some prior reimbursements for consultants that will need to be paid before proceeding. There was a CORA request for documents concerning the Wild Horse Subdivision. This was a time-consuming request, but it has been completed.

Staff met with FEMA regarding flood plain mapping. There were concerns with the new water plant and the sewage treatment facility. The Town was able to address those concerns adequately.

Ms. Rogers has been attending TAC meetings with Mesa County. She also met individually with Dana Brosig regarding De Beque specifically. Right now, all of Mesa County except De Beque has a 0% matching for grants that are available through the state and federally. De Beque has a 25% match. We will try to use that DAC that we have for the water plant funding to make a case for 0% matching if any projects arise.

The personnel manual is still a work in progress but hope to bring it before the Board in December.

Modifications are necessary to make sure it is legal with the ever-changing HR landscape.

Ms. McInnis stated that she had met with representatives from Eagle Valley and Roaring Fork Valley regarding wildfire mitigation plans along the I-70 corridor. Eagle Valley had completed theirs, Roaring Fork is almost done, and now it's our turn.

Court: There is an issue right now with interesting accruing on outstanding restitution. The Town hopes to have that settled soon.

Parks & Rec: The craft fair was a great success with over 20 vendors and 50 participants. Many thanks to Ryan and Evelyn Giertz for helping this go off without a hitch. Coffee and donuts with Vets was a success. Several veterans stopped in, had coffee and donuts, and visited with staff for a bit. Girls' basketball is near the end of the season. 3<sup>rd</sup>/4<sup>th</sup> grade and 5<sup>th</sup>/6<sup>th</sup> grade teams each had 10 players. The angel tree is up. Angels can be picked up until December 10<sup>th</sup>. All gifts must be back to Town Hall by December 14<sup>th</sup>. Staff will be setting up a tree and lights in the gazebo. Marge asked Ms. McInnis to pass on a few reminders: December 15<sup>th</sup> is the deadline for the resident/business lighting contest, Caroling by the Campfire will be December 17<sup>th</sup>. The Town will have fireworks display again this year on December 31<sup>st</sup>. If it must be postponed due to inclement weather, it will be rescheduled to January 1<sup>st</sup>.

Mesa County Community Hall: Ms. McInnis, Tim Conwell, and Matt Farrar (De Beque Town Planner) met with Mesa County civil engineers to discuss irrigation. The splash pad has not been approved yet for funding, but it was put out to bid for design and engineering.

Xcel Energy came in and finally removed 27 half poles that were left from when they put in new poles awhile back.

The Town was awarded a \$300,000.00 design and engineering grant for the water plant. It is a principal forgiveness loan with a 20% match. The 20% can be paid out after the actual loan is approved. We will have to assign staff council which will be Chris McAnany. We do not have to have bond council. Chris will need to prepare an opinion letter to attach to our application. We will need to get Katherine into the bank accounts so that she can take action on the grants. We will also need to get a resolution before the Board. The Christmas Party is on December 9<sup>th</sup>. Please reach out if there is any interest in driving the bus down to Junction.

**CONSENT AGENDA:**

- a. Approval of Minutes: October 25, 2022).
- b. Bills and Expenditures: Financial transactions and expenditures for October 2022.
- c. DISCUSSION AND ACTION REGARDING RESOLUTION 2022-16: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF DE BEQUE APPOINTING KATHERINE BOOZELL AS TOWN TREASURER.
- d. DISCUSSION AND ACTION REGARDING: PROVISION OF ANIMAL SERVICES TO THE TOWN OF DE BEQUE

**Motion:**

Trustee Farris made a motion to approve the consent agenda as a whole.

Trustee Lake seconded the motion.

Motion carried 6-0

Katherine Boozell was sworn in as Town Treasurer.

**REGULAR AGENDA: NEW BUSINESS:**

**REMAINING BILLS AND EXPENDITURES: Expenditures related to the Country Store**

**Motion:**

Trustee Farris made a motion to approve the remaining expenditure concerning the Country Store.

Trustee Lippoldt seconded the motion.

Mayor Hansen abstained.

Motion carried 5-0

**DISCUSSION AND ACTION REGARDING RESOLUTION 2022-17: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF DEBEQUE ESTABLISHING A FEE PER ACRE IN LIEU OF DEDICATION OF LAND FOR PARK PURPOSES**

Ms. McInnis discussed that the Planning and Zoning Commission recommend 8% fee per acre. Mayor Hansen stated that with the recession that she did not want to see growth and development hindered. Trustee Lake voiced that she would like to leave the fee as is. Trustees Lippoldt and Bruse agreed with Trustee Lake to leave the way it is. Trustee Wood agreed with the Mayor.

**Motion:**

Trustee Lippoldt motioned to approve RESOLUTION 2022-17: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF DEBEQUE ESTABLISHING A FEE PER ACRE IN LIEU OF DEDICATION OF LAND FOR PARK PURPOSES at 9% for a total of \$7266.07 per acre.

Trustee Farris seconded the motion.

Motion carried 6-0

**CALLED BOARD OF TRUSTEES PUBLIC HEARING TO ORDER AT 6:41 pm:**

**DISCUSSION AND ACTION CONCERNING ORDINANCE NO 526: AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF DE BEQUE, COLORADO ADOPTING THE 2018 INTERNATIONAL BUILDING CODE, APPENDIX J, PERTAINING TO GRADING PERMITS**

Mr. McAnany discussed that in 2018 the International Building Code was adopted. At the time, the voluntary provision Appendix J was not adopted. This would require an applicant at the preplanning stage to pull a permit when prepping property ahead of construction. Mayor Hansen questioned whether there would be a fee. Ms. McInnis stated that we are meeting with Mesa County Planning on December 15<sup>th</sup> for some training and that we would discuss the exact process then. Mayor Hansen

asked if this would make it more difficult to build. Mr. McAnany stated that it would not, just would make the Town aware of any incidental grading that was happening before plans are submitted for a project. There were no public comments.

**Motion:**

Trustee Lippoldt made a motion to approve ORDINANCE NO 526 (series 2022): AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF DE BEQUE, COLORADO ADOPTING THE 2018 INTERNATIONAL BUILDING CODE, APPENDIX J, PERTAINING TO GRADING PERMITS

Trustee Bruse seconded the motion.

Motion carried 6-0

**DISCUSSION AND ACTION CONCERNING RESOLUTION NO 2022-18: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF DE BEQUE, COLORADO ADOPTING THE 2023 BUDGET, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND APPROPRIATING MONEY TO EACH FUND**

Ms. McInnis discussed that 2022-18 and 2022-19 would be discussed together but motioned on separately. She stated that we had published and posted the budget following state guidelines. Ms. McInnis stated that the Board had been given the budget back in September. Tonight, the Board needed to adopt the final budget and certify the Mesa County Assessor's valuation. As of today, the Town has not received the valuation but does not anticipate any changes. If there are, the Board will need to revisit this topic in December 14<sup>th</sup>'s meeting. The only changes to the budget at this time were line 3 and 63. It was originally listed as \$60,000.00 but is actually \$75,402.00. This is to the benefit of De Beque.

**Motion:**

Trustee Lippoldt made a motion to approve RESOLUTION NO 2022-18: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF DE BEQUE, COLORADO ADOPTING THE 2023 BUDGET, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND APPROPRIATING MONEY TO EACH FUND

Trustee Farris seconded the motion.

Motion carried 6-0

**DISCUSSION AND ACTION CONCERNING RESOLUTION NO 2022-19: A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF DE BEQUE FOR THE 2023 BUDGET YEAR**

Trustee Lippoldt asked why the adopted and estimated Professional Services were so different. Ms. McInnis explained that professional services reimbursements were harder to project and that some were awaiting reimbursement. She also stated that she would look into it further and get back to the Board. Mayor Hansen stated that she would like to see the Marshal's salary increased by \$10,000.00.

**Motion:**

Trustee Farris made a motion to approve RESOLUTION NO 2022-19: A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF DE BEQUE FOR THE 2023 BUDGET YEAR with the additional \$10,000.00 for the Marshal's salary.

Trustee Lippoldt seconded the motion.

Motion carried 6-0

Mayor Hansen closed the public hearing at 7:20 pm. The Board resumed regular session and adjourned at 7:22 pm.

Respectfully submitted,

Approved by the Board of Trustees

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Lisa Rogers, Town Clerk

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Shanelle Hansen, Mayor