



**MINUTES OF THE REGULAR (and VIRTUAL) MEETING OF THE  
PALISADE BOARD OF TRUSTEES  
January 12, 2021**

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Mikolai with Trustees Somerville, Turner, Carlson, and Maxwell present in person. Trustee L'Hommedieu and Mayor Pro-Tem Chase appeared via Zoom. Also present in person were Town Manager Janet Hawkinson and Parks, Recreation and Events Director Troy Ward. Town Clerk Keli Frasier, Town Attorney Jim Neu, Finance Director Travis Boyd, Utilities Director Matt Lemon, and Police Chief Deb Funston appeared via Zoom.

**AGENDA ADOPTION**

*Motion #1* by Trustee Somerville, seconded by Trustee Turner, to approve the agenda as presented.

A voice vote was requested.  
Motion carried unanimously.

**PRESENTATIONS**

Mayor Mikolai presented a proclamation for Martin Luther King Jr. Day to Mr. David Combs, who thanked the Board and asked the community to participate in some form of community service in remembrance of Dr. King.

Trustee Somerville presented a proclamation for Crime Stoppers Month to Amanda McCain, who expressed her gratitude for the Board and Community's support.

**TOWN MANAGER REPORT**

Town Manager Janet Hawkinson played a video created by Police Chief Deb Funston with images of Town staff throughout 2020. Town Manager Hawkinson also outlined her Manager's Report highlighting department accomplishments in 2020.

**CONSENT AGENDA**

*The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board members may ask that an item be removed from the Consent Agenda for individual consideration.*

- **Expenditures**  
Approval of Bills from Various Town Funds – December 4, 2020 – January 7, 2021
- **Minutes**  
Minutes from the December 8, 2020 Board Meeting

*Motion #2* by Trustee Somerville, seconded by Trustee Turner, to approve the Consent Agenda as presented.

A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Turner, Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell

No:

Absent:

Motion carried.

### **PUBLIC COMMENT**

Town Clerk Keli Frasier read an email from Ray Musser 856 Montclair Drive. *Mr. Musser's letter will be a permanent attachment to these minutes.* Mr. Musser, Linda Odette 864 Montclair Drive, and Trustee Carlson all spoke about the lack of communication with the surrounding neighborhood regarding the Cresthaven Acres subdivision. The focus of the discussion was on the proposed retaining wall and fence.

Members of the Board expressed their empathy with the homeowners on Montclair Drive, and Mayor Mikolai stated he would contact the Town Engineers and the builders of Cresthaven Acres to see if there is a possible solution to help ease the concerns voiced at this meeting.

### **NEW BUSINESS**

#### **Discussion on Ending Utility Holiday Due to COVID-19**

Finance Director Travis Boyd stated that in the Town's response to the COVID-19 pandemic, the Board of Trustees gave direction to suspend late fees and service disconnections for Town residences that do not pay their monthly utility bills. The policy intended to alleviate strain from unemployment and reduced employment caused by lockdown restrictions mandated by the State of Colorado and Mesa County. The expected result was that the policy would increase the short-term indebtedness of some Town citizens to the Town for water, sewer, and trash services they consume and do not remit payment.

The actual result was a significant increase in a small portion of citizens' indebtedness to the Town. If the Town continues with this policy and does not set up a payment plan for these citizens who are currently past due, some will not be able to pay down this debt when fees are reinstated. If we end the utility payment holiday and get these citizens on a payment plan, we can avoid filing an assessment with the Mesa County Treasurer's Office that will be part of their property tax bill for 2022.

*Motion #3* by Trustee Maxwell, seconded by Trustee Somerville to discontinue the utility relief program starting with the billing cycle on April 1, 2021, and to give staff discretion to set up payment plans for residents on an individual basis while waiving further late fees - as long as additional payments are being made toward outstanding balances.

A roll call vote was requested.

Yes: Trustee Turner, Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell, Mayor Mikolai

No:  
Absent:

Motion carried.

**Discussion Regarding Signage Down Peach Avenue & 1st Street Alley**

Town Manager Hawkinson stated that at a previous work session of the Board of Trustees, the consensus of all involved was to have parallel parking only on the Northside of the Colorado Weedery, and to date, that is not occurring consistently.

It was requested that staff bring this issue back to the Board to seek approval to mark the alley showing boundaries and to add more signage in the area.

Casey Sunnicht 229 W 1<sup>st</sup> Street and Virginia Phillips 114 Kluge Avenue spoke about the need for the Town to do more to help mitigate the parking issues and alley blockage that occurs during the Colorado Weedery business hours. Desa Loughman, an owner of the Colorado Weedery, expressed their willingness to work with the Town and assured the Board that they are fulfilling the Board's prior requests regarding signage and customer training to the best of their ability. Town Clerk Keli Frasier read an email from Bill Graham of Peach Street Distillers – *this email will be a permanent attachment to these minutes.*

After a lengthy discussion amongst the Board, the consensus is for staff to work with neighbors who share the alley, to mark the alley showing the boundaries and add more signage to the area. Direction given to have the One Way alley at the next meeting for the Board to have an official vote.

**MOU with Clifton Fire Department**

Town Attorney Jim Neu advised the Board that this MOU is the first step to an intergovernmental agreement (IGA) with the Clifton Fire Protection District and will make Chief Balke of the Clifton Fire Department the acting fire chief Palisade. This MOU will also be a cost-share agreement for administrative services.

*Motion #4* by Trustee Somerville, seconded by Trustee Carlson to approve and enter into the memorandum of understanding with Clifton Fire Protection District.

A roll call vote was requested.

Yes: Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell, Mayor Mikolai, Trustee Turner,

No:  
Absent:

Motion carried.

**OPEN DISCUSSION**

**Trustee Maxwell** suggested putting reflective tape or another marker where the new parklets meet the sidewalk for pedestrian safety.

**Trustee Somerville** thanked the Police Department, and Code Compliance for distributing snow removal notices to homeowners and requested that staff notify citizens that the Municipal Code states that snow removal is required.

**Trustee Carlson** noted that the valley is in the second-worst drought in the last twenty years, and we may need to consider water restrictions in the spring.

**Mayor Mikolai** described a solar panel carport he recently installed at his home and suggested looking into a similar structure for the Plunge parking lot.

**COMMITTEE REPORTS**

Board members briefly explained the various meetings they had recently attended.

**ADJOURNMENT**

*Motion #5* by Trustee Somerville, seconded by Trustee Turner to adjourn the meeting at 8:04 pm.

A voice vote was requested.

Motion carried unanimously.

**WORK SESSION**

A work session of the Board of Trustees for the Town of Palisade to discuss Board Liability and Training began at 8:15 pm. Present were Mayor Mikolai, Trustees Somerville, Turner, Carlson, and Maxwell present in person. Trustee L'Hommedieu and Mayor Pro-Tem Chase appeared via Zoom. Also present in person were Town Manager Janet Hawkinson and Parks, Recreation and Events Director Troy Ward. Town Clerk Keli Frasier, Town Attorney Jim Neu, Finance Director Travis Boyd, and Police Chief Deb Funston appeared via Zoom.

X   
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Greg Mikolai  
Mayor

X   
\_\_\_\_\_  
Keli L. Frasier  
Town Clerk

