



**MINUTES OF THE REGULAR (VIRTUAL) MEETING OF THE
PALISADE BOARD OF TRUSTEES
August 25, 2020**

A work session of the Board of Trustees for the Town of Palisade to interview candidates for the Tourism Advisory Board (TAB) began at 5:00 pm. Present at the work session were Mayor Mikolai, Trustees, Somerville, Carlson, and Maxwell. Mayor Pro-Tem Chase and Trustees Turner and L'Hommedieu appeared via Zoom. Also present were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, and Community Development Director Allyson Shellhorn.

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 present: Somerville, Carlson, and Maxwell. Mayor Pro-Tem Chase and Trustees Turner and L'Hommedieu appeared via Zoom. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Allyson Shellhorn, and Utilities Director Matt Lemon.

AGENDA ADOPTION

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

A voice vote was requested.
The motion carried unanimously.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed her report and offered to answer any questions from the Board.

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 – August 6, 2020 – August 21, 2020

- **Minutes**
Minutes from the August 11, 2020 and August 19, 2020 Board Meetings

Motion #2 by Trustee Somerville, seconded by Trustee L'Hommedieu, 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:

The motion carried.

PUBLIC COMMENT

None was offered.

NEW BUSINESS

Tourism Advisory Board (TAB) Appointments

Mayor Mikolai reiterated that the Board interviewed candidates at the work session preceding this meeting and stressed that each candidate must have a minimum of four votes to be appointed. The Mayor also reminded the Board that they would be voting to fill four seats on TAB.

A Ballot Vote was Requested, and the votes were as follows:

3 Janet Hastie
1 Keith Ehlers
7 **Tim Wenger**
0 John Sabal
6 **Will McGough**
0 Simone Pearman
5 **Ryan Robinson**
2 Carol Calacino
4 **L. Brooke Ranney**

Votes of each Board member will be a permanent attachment to these minutes.

Motion #3 by Trustee Carlson, seconded by Trustee Turner, to appoint Tim Wenger, Will McGough, Ryan Robinson, and L. Brooke Ranney to the Tourism Advisory Board.

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:

The motion carried

Ordinance 2020-10 entitled "An Ordinance of the Town of Palisade, Colorado Amending Chapter 7, Article IX of the Palisade Municipal Code" regarding Storm Water Permits

Utilities Director Matt Lemon explained that due to the dissolution of the 5-2-1 Authority and move to regulatory compliance with Mesa County, the Town of Palisade needs to upgrade our Storm Water Management Ordinance. The changes include changing 5-2-1 Drainage Authority to Mesa County Stormwater Division, conforming the Town's code to Mesa County's, and revising definitions and terms to fit modern practices.

Motion #4 by Trustee Somerville, seconded by Mayor Pro-Tem Chase to approve Ordinance 2020-10 entitled "An Ordinance of the Town of Palisade, Colorado Amending Chapter 7, Article IX of the Palisade Municipal Code" regarding Storm Water Permits as presented.

A roll call vote was requested.

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

No:

Absent:

The motion carried

Downtown Parklets

Town Manager Janet Hawkinson advised the Board that Staff has applied for a Main Street Revitalization Grant in the amount of \$50,000 for construction of the parklets and is estimating the total project cost to be approximately \$150,000. That total will include design and construction. As a requirement of the Main

Street Grant, the project must be shovel ready within 30 days of approval. To accommodate this short timeframe, Staff would like to move forward with an architect firm to design the construction plans for the project and would then bring the contract to the Board of Trustees for final approval. The construction costs associated with the project will be submitted through the allocated CARES Act funding for possible reimbursement.

Board members inquired about the function of the parklets in front of the art studios, the number of parklets planned, if we have reached out and heard from all of the downtown businesses, and if cleaning the gutters and general upkeep will be the business' responsibility. Overall the Board expressed favor of the structures but were uncomfortable with the speed of the process; acknowledging the speedy process is no fault of Staff.

The Town Manager stated that Staff received numerous letters of support from the downtown businesses that she will have included in the next packet for the Board.

Motion #5 by Trustee Turner, seconded by Mayor Pro-Tem Chase to approve an amendment to the 2020 budget to include up to \$150,000.00 for the design and construction of parklets in downtown Palisade.

A roll call vote was requested.

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

No:

Absent:

The motion carried

GIS Grant Agreement

Town Manager Janet Hawkinson advised the Board that the Town of Palisade, with assistance from the Town Engineer, JUB, applied for and was granted a Technical Assistance Grant for Pipeline Safety. This grant was created to provide technical assistance relating to pipeline safety.

The grant will help the Town complete a GIS driven risk assessment and develop an asset management system to better understand the risks associated with the pipelines in Town and how best to educate local representatives and the public.

The grant covers costs for technical equipment, including a tremble and technical training assistance to create a GIS asset management system. This grant will help the Town complete a GIS driven risk assessment and develop an asset management system to understand better the risks associated with the pipelines in Town and how best to educate local representatives and the public. The Town will prepare an emergency evacuation zone and hazardous pipeline evacuation area map, and electronically map the pipelines to improve emergency response capabilities and will conduct a public outreach campaign to promote the risk assessment. Staff also plans to develop a series of emergency scenarios to better understand the risks, including planning for how to handle a possible incident in the Riverbend Park where the natural gas pipeline is located.

Trustee Carlson asked where these funds would be allocated, and the Town Manager stated that they would most likely be placed in the General Fund.

Motion #6 by Trustee Somerville, seconded by Trustee Carlson to approve authorizing the Town Manager to enter into a contract with Pipeline and Hazardous Materials Grant Award for \$99,660.00.

A roll call vote was requested.

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

No:

Absent:

The motion carried

MMOF Grant Agreement

Town Manager Janet Hawkinson advised the Board that the Town of Palisade was awarded an MMOF Grant to assist with reducing the current four-lane configuration of highway 6 (from Main Street to Iowa Ave) to a two-lane section with widened sidewalks, bike lanes, improved pedestrian features, solar-powered street lighting, and median plantings.

The Town put out an RFQ for three weeks to obtain competitive bids, and the selection committee chose JUB as the most qualified firm for this project. The design & engineering phase of this project will take until July 2021, and CDOT will assist with this process and approvals for changes to the highway. Construction is estimated to begin in October 2021, after the festival season.

Motion #7 by Trustee Maxwell, seconded by Trustee Somerville to approve authorizing the Town Manager to enter into a contract with JUB Engineering for \$133,445.00.

A roll call vote was requested.

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

No:

Absent:

The motion carried

OPEN DISCUSSION

Trustee Somerville reiterated how outstanding all of the candidates for the Tourism Advisory Board were and how he wished the Board could have somehow chosen them all. He also stated how great it was to see all of the grants come in.

Trustee Maxwell asked Staff if we could put an electronic speed sign by the railroad tracks at Elberta Ave due to speed concerns raised by a citizen. Chief Funston stated she would look into it.

Mayor Mikolai mentioned the idea of arranging a tour of the Watershed and Sewer Lagoons on a Saturday or Sunday in October.

COMMITTEE REPORTS

Trustees gave brief updates about the various committees and meetings they attended.

ADJOURNMENT

Motion #7 by Trustee Somerville, seconded by Trustee L'Hommedieu to adjourn the meeting at 6:54 pm.

A voice vote was requested.

The motion carried unanimously.

X

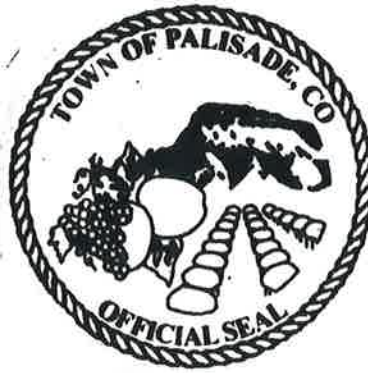


Greg Mikolaj
Mayor

X



Keli L. Frasier
Town Clerk



Trustee Susan L'Hommedieu

	Janet	Hastie
	Keith	Ehlers
✓	Tim	Wenger
	John	Sabal
✓	Will	McGough
	Simone	Pearman
✓	Ryan	Robinson
	Carol	Calacino
✓	L. Brooke	Ranney

Trustee Jamie Somerville

	Janet	Hastie
	Keith	Ehlers
	Tim	Wenger
	John	Sabal
	Will	McGough
	Simone	Pearman
	Ryan	Robinson
	Carol	Calacino
	L. Brooke	Ranney

Mayor Greg Mikolai

	Janet	Hastie
	Keith	Ehlers
X	Tim	Wenger
	John	Sabal
X	Will	McGough
	Simone	Pearman
X	Ryan	Robinson
	Carol	Calacino
X	L. Brooke	Ranney

Mayor Pro-Tem Thea Chase

✓	Janet	Hastie
	Keith	Ehlers
✓	Tim	Wenger
	John	Sabal
✓	Will	McGough
	Simone	Pearman
	Ryan	Robinson
	Carol	Calacino
✓	L. Brooke	Ranney

Trustee Nicole Maxwell

✓	Janet	Hastie
✓	Keith	Ehlers
✓	Tim	Wenger
	John	Sabal
✓	Will	McGough
	Simone	Pearman
	Ryan	Robinson
	Carol	Calacino
	L. Brooke	Ranney

Trustee Bill Carlson

	Janet	Hastie
	Keith	Ehlers
X	Tim	Wenger
	John	Sabal
	Will	McGough
	Simone	Pearman
X	Ryan	Robinson
X	Carol	Calacino
X	L. Brooke	Ranney

Trustee Ellen Turner

	Janet	Hastie
	Keith	Ehlers
✓	Tim	Wenger
	John	Sabal
✓	Will	McGough
	Simone	Pearman
✓	Ryan	Robinson
✓	Carol	Calacino
	L. Brooke	Ranney