



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
September 28, 2021**

A work session of the Board of Trustees for the Town of Palisade began at 5:00 pm to interview applicants for the Tourism Advisory Board. Present were Mayor Mikolai, Trustees Somerville, L'Hommedieu, Turner, Maxwell, and Mayor Pro-Tem Chase. Trustee Carlson was absent. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Utilities Director Matt Lemon, Finance Director Travis Boyd, and Police Chief Deb Funston.

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Greg Mikolai with Trustees present: Jamie Sommerville, Susan L'Hommedieu, Ellen Turner, Trustee Nicole Maxwell, and Mayor Pro-Tem Thea Chase. Trustee Bill Carlson was absent. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Utilities Director Matt Lemon, Finance Director Travis Boyd, and Police Chief Deb Funston.

AGENDA ADOPTION

Motion #1 by Trustee Sommerville, seconded by Mayor Pro-Tem Chase, to approve the agenda as presented.

A voice vote was requested
Motion carried unanimously

PRESENTATIONS

Code Compliance Month Proclamation

Presented by Trustee Turner to Code Compliance Officer Tom Chapman and Police Chief Deb Funston.

PUBLIC COMMENT

Cassidee Shull, president of the Colorado Association of Viticulture and Enology (CAVE), presented the Board with the 2021 Colorado Mountain Wine Festival poster and thanked them for their support.

Tara Brosig 121 S Bower and owner of Mountain Side Productions, advised the Board that she owns a large production company based out of Palisade and would like the opportunity to bid for the production contract for the 2023 Palisade Bluegrass and Roots Festival.

Andrea Skarupski 229 W 5th Street also owns a local production company and would like the opportunity to work with Mountain Side Productions on a bid for the 2023 Palisade Bluegrass and Roots Festival.

TOWN MANAGER REPORT

Town Manager Hawkinson reviewed her Manager's Report. Utilities Director Matt Lemon updated the Board on streets, parking, and the parking lot progress on the recently leased railroad property. Police Chief Funston also gave updates on cases that the police department has been handling.

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 – September 10, 2021 – September 23, 2021
- **Minutes**
Minutes from September 14, 2021, Regular Board Meeting

Motion #2 by Trustee Sommerville, 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 L’Hommedieu, Trustee Maxwell

No:

Absent: Trustee Carlson

Motion Carried.

NEW BUSINESS

Tourism Advisory Board Appointments

The Board of Trustees voted by ballot for six open positions to the Tourism Advisory Board.

Note: the ballots and tally sheet will be a permanent attachment to these minutes.

Motion #3 by Trustee Somerville, seconded by Trustee Turner to appoint Juliann Adams, Rondo Buecheler, Jeff Hanle, Cassidee Shull, Jeff Snook, and Jean Tally to the Tourism Advisory Board.

A roll call vote was requested.

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

No:

Absent: Trustee Carlson

Motion carried.

Resolution 2021-12 Accepting the 2020 Audit

Finance Director Travis Boyd explained the audit process and the reasons/necessity for a yearly audit.

Lisa Hemann with Chadwick, Steinkirchner, Davis & Co stated that her company is an independent auditor that gives an opinion on the financial statements for the year-end of December 2020 and gave a brief overview of the audit results.

Mayor Pro-Tem Chase complimented Town staff for an excellent opinion from the auditors and asked the auditors for clarification on specific aspects of the audit.

Motion #4 by Trustee Maxwell, seconded by Trustee L’Hommedieu accepting the 2020 audit provided by Chadwick, Steinkirchner, Davis & Co.

A roll call vote was requested.

Yes: Trustee Somerville, Mayor Pro-Tem Chase, Trustee L’Hommedieu, Trustee Maxwell, Mayor Mikolai

No:

Absent: Trustee Carlson

Motion carried.

Ordinance 2021-10 Deannexation of North River Road

Town Manager Hawkinson informed the Board that Mesa County requested the de-annexation of North River Road about one year ago due to their necessity to maintain the road (winter plowing and the current project to widen the road).

Keith Ehlers, the owner of Palisade Base Camp, asked if the de-annexation would affect his property rights, and Mayor Mikolai responded that it would not.

Motion #5 by Trustee Maxwell, seconded by Trustee Turner to approve Ordinance 2021-10 Disconnecting a Portion of North River Road.

A roll call vote was requested.

Yes: Mayor Pro-Tem Chase, Trustee L’Hommedieu, Trustee Maxwell, Mayor Mikolai, Trustee Somerville

No:

Absent: Trustee Carlson

Motion carried.

Contract with Mountain Groove Productions for Production of the 2022 Palisade Bluegrass & Roots Festival

Town Manager Hawkinson reviewed her staff report, clarifying that the Contract is for \$20,000 that the Town will pay Mountain Groove Productions. The other \$79,500 is production costs which are a pass-through to pay for vendors, light, sound, bands, etc.

Multiple Board members stated that they would like to see an RFP for production companies go out for the 2023 festival.

Motion #6 by Mayor Pro-Tem Chase, seconded by Trustee Maxwell to direct the Town Manager to enter into an agreement with Mountain Groove Productions for the production of the 2022 Palisade Bluegrass and Roots Festival.

A roll call vote was requested.

Yes: Trustee L’Hommedieu, Trustee Maxwell, Mayor Mikolai, Trustee Somerville, Mayor Pro-Tem Chase

No:

Absent: Trustee Carlson

Motion carried.

OPEN DISCUSSION

Trustee Somerville commended the outstanding applicants for the Tourism Advisory Board.

Mayor Pro-Tem Chase announced that she had toured the CSU Extension facility earlier in the day and was blown away with how great they were. She suggested that if we need an off-site meeting place, that it would be an excellent resource.

Trustee Maxwell gave a shout-out to staff and asked if the Town held a staff appreciation dinner. Town Manager Hawkinson stated that we would be holding an appreciation lunch later in the year. Trustee Maxwell requested that the Board be invited so they can also show their appreciation to staff.

COMMITTEE REPORTS

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

ADJOURNMENT

Motion #7 by Trustee Somerville, seconded by Trustee Turner to adjourn the meeting at 7:01 pm.

A voice vote was requested.
Motion carried unanimously.

X 
Greg Mikolai
Mayor

X 
Keli Frasier
Town Clerk





Board of Trustees Regular Meeting September 28, 2021

Tourism Advisory Board Appointments Tally Sheet

(Individual Board Member Votes Will Be Attached to This Sheet as a Permanent Attachment to the 9/28/2021 Minutes)

VOTE 1

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>
1 <u>6</u>				1 <u>6</u>	1 <u>6</u>	1 <u>5</u>	

VOTE 2

RECOUNT

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>
1				1	1	1	

VOTE 3

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>

VOTE 4

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>

VOTE 5

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>

VOTE 6

<u>Adams, Juliann</u>	<u>Buecheler, Rondo</u>	<u>Hanle, Jeff</u>	<u>Ruzin, Leora</u>	<u>Shull, Cassidee</u>	<u>Snook, Jeff</u>	<u>Tally, Jean</u>	<u>Williams, Mark</u>

Votes Counted and Verified By:

Keli Frasier
Keli Frasier, Town Clerk

Janet Hawkinson
Janet Hawkinson, Town Manager

VOTE # 1/2

Mayor Greg Mikolai

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input checked="" type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input checked="" type="checkbox"/> | Hanle, Jeff | <input checked="" type="checkbox"/> | Tally, Jean |
| <input type="checkbox"/> | Ruzin, Leora | <input type="checkbox"/> | Williams, Mark |

VOTE # 1/2

Mayor Pro-Tem Thea Chase

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input checked="" type="checkbox"/> | Hanle, Jeff | <input checked="" type="checkbox"/> | Tally, Jean |
| <input type="checkbox"/> | Ruzin, Leora | <input checked="" type="checkbox"/> | Williams, Mark |

VOTE # 1/2

Trustee Jamie Somerville

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input checked="" type="checkbox"/> | Hanle, Jeff | <input checked="" type="checkbox"/> | Tally, Jean |
| <input checked="" type="checkbox"/> | Ruzin, Leora | <input type="checkbox"/> | Williams, Mark |

VOTE # 1/2

Trustee Susan L'Hommedieu

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input checked="" type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input checked="" type="checkbox"/> | Hanle, Jeff | <input type="checkbox"/> | Tally, Jean |
| <input checked="" type="checkbox"/> | Ruzin, Leora | <input type="checkbox"/> | Williams, Mark |

VOTE # 1/2

Trustee Ellen Turner

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input checked="" type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input type="checkbox"/> | Hanle, Jeff | <input checked="" type="checkbox"/> | Tally, Jean |
| <input checked="" type="checkbox"/> | Ruzin, Leora | <input type="checkbox"/> | Williams, Mark |

VOTE # 1/2

Trustee Nicole Maxwell

Tourism Advisory Board Appointment
09/28/2021

- | | | | |
|-------------------------------------|------------------|-------------------------------------|-----------------|
| <input checked="" type="checkbox"/> | Adams, Juliann | <input checked="" type="checkbox"/> | Shull, Cassidee |
| <input checked="" type="checkbox"/> | Buecheler, Rondo | <input checked="" type="checkbox"/> | Snook, Jeff |
| <input type="checkbox"/> | Hanle, Jeff | <input checked="" type="checkbox"/> | Tally, Jean |
| <input checked="" type="checkbox"/> | Ruzin, Leora | <input type="checkbox"/> | Williams, Mark |

#3

Mayor Greg Mikolai

Tourism Advisory Board Appointment
09/28/2021

<input checked="" type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input checked="" type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input checked="" type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input type="checkbox"/>	Ruzin, Leora	<input type="checkbox"/>	Williams, Mark

VOTE #3

Mayor Pro-Tem Thea Chase

Tourism Advisory Board Appointment
09/28/2021

<input type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input checked="" type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input type="checkbox"/>	Ruzin, Leora	<input checked="" type="checkbox"/>	Williams, Mark

VOTE #3

Trustee Jamie Somerville

Tourism Advisory Board Appointment
09/28/2021

<input type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input checked="" type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input checked="" type="checkbox"/>	Ruzin, Leora	<input type="checkbox"/>	Williams, Mark

VOTE #3

Trustee Susan L'Hommedieu

Tourism Advisory Board Appointment
09/28/2021

<input type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input checked="" type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input checked="" type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input checked="" type="checkbox"/>	Ruzin, Leora	<input type="checkbox"/>	Williams, Mark

#3

Trustee Ellen Turner

Tourism Advisory Board Appointment
09/28/2021

<input checked="" type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input checked="" type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input checked="" type="checkbox"/>	Ruzin, Leora	<input type="checkbox"/>	Williams, Mark

#3

Trustee Nicole Maxwell

Tourism Advisory Board Appointment
09/28/2021

<input type="checkbox"/>	Adams, Juliann	<input type="checkbox"/>	Shull, Cassidee
<input checked="" type="checkbox"/>	Buecheler, Rondo	<input type="checkbox"/>	Snook, Jeff
<input type="checkbox"/>	Hanle, Jeff	<input type="checkbox"/>	Tally, Jean
<input checked="" type="checkbox"/>	Ruzin, Leora	<input type="checkbox"/>	Williams, Mark