



**MINUTES OF THE REGULAR (and VIRTUAL) MEETING OF THE
PALISADE BOARD OF TRUSTEES
October 13, 2020**

A work session of the Board of Trustees for the Town of Palisade to discuss the 2021 Palisade Budget began at 5:38 pm. Present at the work session were Mayor Mikolai, Trustees Turner, Carlson, Maxwell, and L'Hommedieu. Mayor Pro-Tem Chase and Trustee Somerville appeared via Zoom. Also present were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Police Chief Deb Funston, Finance Director Travis Boyd, and Parks Recreation and Event Director Troy Ward.

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:06 pm by Mayor Mikolai with Trustees present: Turner, Carlson, Maxwell, and L'Hommedieu. Mayor Pro-Tem Chase and Trustee Somerville appeared via Zoom. Also present were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Police Chief Deb Funston, Utilities Director Matt Lemon, Finance Director Travis Boyd, Parks Recreation and Event Director Troy Ward, and Interim Fire Chief Jason Lee.

AGENDA ADOPTION

Motion #1 by Trustee Maxwell, seconded by Trustee Turner, to approve the agenda as amended to remove item XII Public Hearing for PRO 2020-30.

A voice vote was requested.
Motion carried unanimously.

Staff was asked to provide more information on reversing the 2005 Ordinance removing the minimum distance requirements between schools and liquor establishments.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed her report and invited Police Chief Deb Funston to provide details of her staff report so the Board could better understand the amount and varied types of calls the Police Department responds to each month.

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 17, 2020 – October 8, 2020

- **Minutes**
Minutes from the September 22, 2020 Board Meeting

Motion #2 by Trustee L'Hommedieu, 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

Karen Bishop 3947 N River Road, requested the Board exercise their authority to begin a CUP review of Happy Camper Cannabis Company due to the many comments from the public at the previous meeting.

Tammy Tallant 3819 N River Road, thanked the Police Department for the additional enforcement she has seen on North River Road. She also stressed the importance of notifying more citizens when a text amendment is on the agenda for consideration. – *Staff responded, acknowledging that staff has met with the owner of Happy Camper Cannabis Company to address the concerns raised by citizens at the last meeting. They are beginning to make adjustments to their property to help alleviate the discussed hazards. More radar speed signs have also been ordered to help gather information about N River Road traffic so resources can be allocated correctly during the day's high violation times.*

Sean Tallant 3819 N River Road, remarked that additional policing wouldn't help and suggested putting in a stop sign at Troyer Avenue and adding speed bumps in N River Road's high violation areas.

NEW BUSINESS

Draft 2021 Budget Presentation

Town Manager Janet Hawkinson announced that staff has presented the draft budget to the Board of Trustees and that copies are available for public review on the Town's website as well as at Town Hall. Finance Director Travis Boyd stated that each new revision of the budget would be presented to the Board and the public at work sessions or during meetings.

Letter of Intent for Palisade Clinic

Town Manager Hawkinson reviewed past discussion amongst the Board regarding the plan for removing the old high school (except for the gymnasium portion) located at 341 W 7th Street and added that part of the process to move forward is to sign and send a letter of intent to work with Community Hospital on the project. She noted that if the Board agrees to the letter of intent, a formal Resolution will be brought forward at a later meeting for the project.

Riley Parker 3747 G Road and Caleb Hicks 315 Troyer both expressed enthusiasm for the proposed clinic.

A brief discussion ensued amongst the Board regarding details that need to be considered in regard to any agreements the Town signs. Mayor Mikolai stressed that the proposed letter is to express interest in the project, and all details of agreements will be discussed by the Board at length before contracts are signed.

Motion #3 by Trustee Turner, seconded by Trustee Carlson approve and support the proposed letter of interest to Community Hospital as written.

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.

Should the Town Apply for an EPA Grant for Asbestos Remediation at the Old High School?

Town Manager Hawkinson reviewed her staff report and requested approval of a grant budget of \$30,000.00 to pursue an EPA Grant for asbestos remediation at the old high school (341 W 7th Street).

Mayor Pro-Tem Chase asked if the \$30,000 is for professional services to write the grant and if this money would have to be spent regardless if we receive the grant? She also asked grant would require a complete demo of the building, or there would be options to preserve some of the historical features? Town Manager Hawkinson responded that the \$30,000.00 is to hire consultants to write and submit the grant and that the grant is solely to remove the asbestos.

Motion #4 by Trustee Turner, seconded by Trustee Carlson, to support staff moving forward with the grant and approving a supplemental appropriation to the administrative department budget in the amount of \$30,000.00.

A voice vote was requested.

Motion carried unanimously.

CARES Act Funding Discussion and 2020 Supplemental Budget Appropriation

Town Manager Hawkinson stated this item has been brought forward to the Board many times and reiterated that CARES funding is very restrictive on what they approve. The staff has been working with other towns to get familiar with what funds they have spent and what funds have been approved for reimbursement through CARES. She referenced the list in the packet and explained that it was an updated list of what has been or will be spent by Palisade for CARES. She noted that the staff is currently working on a contract for parklet construction, which will be brought to the Board at the next meeting.

The Board had a brief discussion regarding potential projects that CARES may cover and supported the proposed expenditures listed in the packet.

Motion #5 by Trustee Turner seconded by Trustee Maxwell to approve the CARES Act funding for the 2020 supplemental budget appropriation.

A voice vote was requested.

Motion carried unanimously.

Logan Avenue Sidewalk Project

Town Manager Hawkinson stated that this item is to approve the contract and the contract amount to construct sidewalks along Logan Avenue.

Utilities Director Matt Lemon stated that Town staff had designed sidewalks to be installed along Logan Ave. The sidewalks proposed will connect the existing sidewalks at the corner of 4th Street and Logan Avenue to 8th Street (Front Street). He went on to announce that the staff received three bids from the RFP process and would like to award the contract to Adcock Concrete for \$54,951.00.

Motion #6 by Trustee L'Hommedieu seconded by Trustee Maxwell to approve the Logan Avenue Sidewalk Project and direct the Town Manager to enter into a contract with Adcock Concrete in the amount of \$54,951.00.

A voice vote was requested.
Motion carried unanimously.

OPEN DISCUSSION

None was offered.

COMMITTEE REPORTS

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

ADJOURNMENT

Motion #7 by Trustee Turner, seconded by Trustee L'Hommedieu to adjourn the meeting at 7:26 pm.

A voice vote was requested.
Motion carried unanimously.

X



Greg Mikolai
Mayor

X



Keli L. Frasier
Town Clerk

