



PALISADE BOARD OF TRUSTEES
CONSENT AGENDA
October 8, 2024

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 any Board Member may ask that an item be removed from the Consent Agenda for individual consideration.

Included in the consent agenda are:

A. Expenditures

- Approval of Bills from Various Town Funds – September 13, 2024 – September 26, 2024

B. Minutes

- Minutes from September 24, 2024, Regular Board of Trustees Meeting



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EXPENDITURES - APPROVAL BY DEPARTMENT

Council Meeting Date – October 8, 2024

Date Range of Payables: September 13, 2024 – September 26, 2024

Report Criteria:

- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input date = 09/13/2024-09/26/2024

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0914240	AFLAC Pre-tax Pay Period: 9/14/	09/19/2024	205.83	.00		
AFLAC INSURANCE	PR0914240	AFLAC After-Tax Pay Period: 9/1	09/19/2024	21.00	.00		
COLORADO DEPT OF REVENU	PR0914240	State Withholding Tax Pay Period	09/19/2024	4,781.00	.00		
COLORADO STATE TREASURE	PR0914241	State Unemployment Tax Pay Per	09/19/2024	284.84	.00		
FICA/MED/ P/R TAXES	PR0914242	Federal Withholding Tax Pay Peri	09/19/2024	13,270.05	.00		
FICA/MED/ P/R TAXES	PR0914242	Social Security Pay Period: 9/14/	09/19/2024	5,073.52	.00		
FICA/MED/ P/R TAXES	PR0914242	Social Security Pay Period: 9/14/	09/19/2024	5,073.52	.00		
FICA/MED/ P/R TAXES	PR0914242	Medicare Pay Period: 9/14/2024	09/19/2024	2,063.22	.00		
FICA/MED/ P/R TAXES	PR0914242	Medicare Pay Period: 9/14/2024	09/19/2024	2,063.22	.00		
FIRE AND POLICE PENSION	PR0914240	FPPA Fire DD Pay Period: 9/14/2	09/19/2024	675.05	.00		
FIRE AND POLICE PENSION	PR0914240	FPPA 457 Pay Period: 9/14/2024	09/19/2024	300.00	.00		
FIRE AND POLICE PENSION	PR0914240	Police Pension Pay Period: 9/14/	09/19/2024	3,307.97	.00		
FIRE AND POLICE PENSION	PR0914240	Police Pension Pay Period: 9/14/	09/19/2024	2,756.64	.00		
FIRE AND POLICE PENSION	PR0914240	Fire Pension Pay Period: 9/14/20	09/19/2024	2,036.64	.00		
FIRE AND POLICE PENSION	PR0914240	Fire Pension Pay Period: 9/14/20	09/19/2024	1,697.20	.00		
FIRE AND POLICE PENSION	PR0914240	FPPA Police DD Pay Period: 9/14	09/19/2024	992.40	.00		
ICMA TRST 401 - 107074	PR0914240	ICMA 401A Pay Period: 9/14/202	09/19/2024	3,170.73	3,170.73	09/20/2024	
ICMA TRST 401 - 107074	PR0914240	ICMA 401A Pay Period: 9/14/202	09/19/2024	3,170.73	3,170.73	09/20/2024	
ICMA TRST 457 - 304721	PR0914240	ICMA 457 Pay Period: 9/14/2024	09/19/2024	1,067.31	1,067.31	09/20/2024	
RECREATION PROGRAM REFU	2024.09.18 - P	DEPOSIT REFUND - 001-000-20	09/18/2024	100.00	100.00	09/26/2024	
CEBT Payments	PR0914241	PR - Medical Dental Vision Life LI	09/19/2024	8.75	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life M	09/19/2024	444.25	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life M	09/19/2024	821.00	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life M	09/19/2024	1,066.50	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life D	09/19/2024	15.75	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life D	09/19/2024	32.00	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life D	09/19/2024	97.00	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life VI	09/19/2024	3.50	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life VI	09/19/2024	8.00	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life VI	09/19/2024	19.50	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life LI	09/19/2024	82.92	.00		
CEBT Payments	PR0914241	PR - Medical Dental Vision Life LI	09/19/2024	9.15	.00		
CA STATE DISBURSEMENT UNI	PR0914241	DF238534 Child Support - CALIF	09/19/2024	173.53	173.53	09/20/2024	
Total :				54,892.72	7,682.30		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - BOARD EXPE	09/10/2024	30.00	30.00	09/26/2024	
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - BOARD EXPE	09/10/2024	30.00	30.00	09/26/2024	
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - ADMIN	09/10/2024	30.00	30.00	09/26/2024	
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - BOARD EXPE	09/10/2024	30.00	30.00	09/26/2024	
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - BOARD EXPE	09/10/2024	30.00	30.00	09/26/2024	
CITY OF GRAND JUNCTION	24 CML CONF	2024 CML CONF - BOARD EXPE	09/10/2024	30.00	30.00	09/26/2024	
AMAZON CAPITAL SERVICES	1714-J4CN-Q9	ADMIN - FINANCE OFFICE MOV	09/01/2024	719.34	719.34	09/26/2024	
Total ADMINISTRATION:				899.34	899.34		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
JEFFREY PIKE	PAV 2024 - TO	2024 PAV - ARTIST STIPEND - T	09/06/2024	600.00	600.00	09/26/2024	
COLUMN SOFTWARE, PBC	4E284DA7-019	PUBLIC NOTICE - AMENDMENT	09/10/2024	9.68	9.68	09/26/2024	
AMANDA DAVIS	PAV 2024 - GI	2024 PAV - ARTIST STIPEND - GI	09/04/2024	350.00	350.00	09/26/2024	
JAMES K CABLE	PAV 2024 - HIT	2024 PAV - ARTIST STIPEND - HI	09/04/2024	350.00	350.00	09/26/2024	
ALICIA JONES	PAV 2024 - AD	2024 PAV - ARTIST STIPEND - A	09/04/2024	350.00	350.00	09/26/2024	
ALEXANDER VINOGRADOV BO	PAV 2024 - UN	2024 PAV - ARTIST STIPEND - U	09/06/2024	600.00	600.00	09/26/2024	
TED WILSON	PAV 2024 - SPI	2024 PAV - ARTIST STIPEND - S	09/04/2024	800.00	800.00	09/26/2024	
TED WILSON	PAV 2024 - TH	2024 PAV - ARTIST STIPEND - T	09/04/2024	800.00	800.00	09/26/2024	
SEAN YARBROUGH	PAV 2024 - FIO	2024 PAV - ARTIST STIPEND - FI	09/04/2024	800.00	800.00	09/26/2024	
SUMMER WEISEL	PAV 2024 - EL	2024 PAV - ARTIST STIPEND - Y	09/04/2024	600.00	600.00	09/26/2024	
NICHOLAS ANTHONY LOFARO	PAV 2024 - HO	2024 PAV - ARTIST STIPEND - H	09/04/2024	600.00	600.00	09/26/2024	
BRIAN MARQUEZ	PAV 2024 - BEI	2024 PAV - ARTIST STIPEND - A	09/04/2024	350.00	350.00	09/26/2024	
Total COMMUNITY DEVELOPMENT:				6,209.68	6,209.68		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
RECREATION							
MAISON LABELLE VIE WINERY	2024.09.22 - S	SFM - PROPERTY DAMAGE	09/22/2024	70.00	70.00	09/26/2024	
HYDRA SECURITY AGENCY LL	2408-TPPD-03	RECREATION - SFM SECURITY	08/08/2024	194.04	194.04	09/26/2024	
Total RECREATION:				264.04	264.04		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
RHINEHART OIL CO., LLC	IN-255172-24	PD - GAS/DIESEL	09/13/2024	250.47	250.47	09/26/2024	
Total POLICE:				250.47	250.47		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY							
RHINEHART OIL CO., LLC	IN-255172-24	CEMETERY - GAS/DIESEL	09/13/2024	33.62	33.62	09/26/2024	
Total CEMETERY:				33.62	33.62		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
QUILL LLC	2377958	FD - OPERATING - CLEANING S	09/05/2024	77.99-	77.99-	09/26/2024	
QUILL LLC	40407842	FD - OPERATING - STATION SU	09/05/2024	77.99	77.99	09/26/2024	
QUILL LLC	40408748	FD - OPERATING - CLEANING S	09/05/2024	77.99	77.99	09/26/2024	
CURTIS	INV787393	FD - OPERATING	01/30/2024	500.00	500.00	09/26/2024	
CURTIS	INV850979	FD - PPE GEAR	07/31/2024	384.80	384.80	09/26/2024	
CURTIS	INV861155	FD - WILDLAND FIRE PROGRA	08/30/2024	1,336.26	1,336.26	09/26/2024	
CURTIS	INV863438	FD - WILDLAND FIRE PROGRA	09/09/2024	86.34	86.34	09/26/2024	
CURTIS	INV864329	FD - WILDLAND FIRE PROGRA	09/11/2024	213.24	213.24	09/26/2024	
HARTMAN BROTHERS, INC	428280	FD - OXYGEN	09/11/2024	26.90	26.90	09/26/2024	
RHINEHART OIL CO., LLC	IN-255172-24	FD/EMS - GAS/DIESEL	09/13/2024	229.35	229.35	09/26/2024	
Total FIRE / EMS:				2,854.88	2,854.88		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
RHINEHART OIL CO., LLC	IN-255172-24	STREETS - GAS/DIESEL	09/13/2024	131.35	131.35	09/26/2024	
Total STREETS:				131.35	131.35		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
MUTUAL OF OMAHA INSURANC	SEP MATT B M	LTD - MOA Pay Period: 8/31/202	09/20/2024	20.32-	20.32-	09/20/2024	
RECREATION PROGRAM REFU	J DAVIS - WAT	WATER - INTERVIEWEE EXPEN	09/23/2024	300.00	300.00	09/23/2024	
RHINEHART OIL CO., LLC	IN-255172-24	WATER - GAS/DIESEL	09/13/2024	138.56	138.56	09/26/2024	
Total WATER:				418.24	418.24		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
RHINEHART OIL CO., LLC	IN-255172-24	SEWER - GAS/DIESEL	09/13/2024	26.59	26.59	09/26/2024	
Total SEWER PLANT:				26.59	26.59		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
RHINEHART OIL CO., LLC	IN-255172-24	PARKS - GAS/DIESEL	09/13/2024	144.04	144.04	09/26/2024	
Total PARKS:				144.04	144.04		
Grand Totals:				66,124.97	18,914.55		

Finance Director: Greg Mueller
(Finance Department Review and Approval for Payment)

Date: 10.03.2024

Town Manager: _____
(Administrative Review and Approval for Payment)

Date: _____

Mayor: _____
(Board of Trustees Review and Approval for Payment)

Date: _____

Town Clerk: _____
(Document Recorded)

Date: _____

Report Criteria:
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input date = 09/13/2024-09/26/2024



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
September 24, 2024**

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: Stan Harbaugh, Jeff Snook, Sarah Matchett, Rick Fox, and Mayor Pro-Tem Jamie Somerville. Absent was Trustee Nicole Maxwell. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Devan Aziz, Public Works Director Brian Flenniken, Parks and Facilities Director Troy Ward, and Fire Chief Charles Balke.

AGENDA ADOPTION

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

A voice vote was requested.
Motion carried unanimously.

PRESENTATIONS

Colorado West Land Trust Request for 2025 Funding – Presented by Libby Collins, Senior Regional Program Manager of the Colorado West Land Trust.

Historical Society Request 2025 Funding – Presented by JoAnn Rasmussen, President of the Palisade Historical Society.

The River Corridor Initiative (RCI) request for a 5% grant match for a Colorado Water – Presented by Joel Sholtes.

The consensus of the Board is to have Mayor Mikolai sign the letter of support presented in the packet.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson introduced Public Works Director Brian Flenniken, reviewed the current and ongoing projects led by the Town of Palisade, and announced upcoming grant opportunities.

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 29, 2024 – September 12, 2024
- **Minutes**
Minutes from September 10, 2024, Regular Board of Trustees Meeting

Motion #2 by Mayor Pro-Tem Somerville, second by Trustee Matchett, to approve the consent agenda as presented.

A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Harbaugh, Trustee Matchett, Mayor Pro-Tem Somerville, Trustee Snook, Trustee Fox

No:

Absent: Trustee Maxwell

Motion carried.

PUBLIC HEARING I

ORDINANCE 2024-06 – Municipal Code Amendment Regarding Cannabis Signs

Mayor Mikolai opened the Public Hearing at 6:31 pm.

Community Development Director Devan Aziz reviewed the staff report and background of the current ordinances regarding marijuana signage.

Mayor Mikolai opened the hearing to public comment. None were offered.

Mayor Mikolai opened the hearing to Board comment.

Members of the Board had a lengthy discussion on the following items and concerns:

- Where the idea for the proposed ordinance originated
- Other sign code regulations
- Current businesses that may be out of compliance currently
- The visual impact a sign with a marijuana leaf may have on the Town
- Does this change match the regulations of the rest of the Valley
- Equality for all businesses
- Age restrictions are required on any future signs

Motion #3 by Trustee Matchett, seconded by Mayor Pro-Tem Somerville, to approve Ordinance 2024-06 as presented.

A roll call vote was requested.

Yes: Trustee Matchett, Mayor Pro-Tem Somerville, Trustee Snook, Mayor Mikolai

No: Trustee Harbaugh, Trustee Fox

Absent: Trustee Maxwell

Motion carried.

Mayor Mikolai closed the Public Hearing at 6:49 pm.

NEW BUSINESS

Contract for Construction Manager for CDOT TAP Grant

Town Manager Hawkinson reviewed the staff report and the process that was implemented, which led staff to recommend JUB Engineers for the contract.

Motion #4 by Mayor Pro-Tem Somerville, seconded by Trustee Harbaugh, to direct the Town Manager to enter into contract with JUB Engineers for management of the Colorado Department of Transportation (CDOT) Transportation Alternatives Program (TAP) Grant.

A roll call vote was requested.

Yes: Trustee Matchett, Mayor Pro-Tem Somerville, Trustee Snook, Trustee Fox, Mayor Mikolai, Trustee Harbaugh

No:

Absent: Trustee Maxwell

Motion carried.

Resolution 2024-22 Supporting a Bureau of Reclamation Grant Request for Upper Basin Environmental Drought Mitigation

Town Manager Hawkinson, Community Development Director Aziz, and Parks & Facilities Director Troy Ward all reviewed the proposed grant application and potential development of the land currently occupied by the sewer lagoons.

Various Board members discussed the possible future of the land, and whether or not accepting this grant would lock in the use of the property.

Motion #5 by Mayor Pro-Tem Somerville, seconded by Trustee Snook, to approve Resolution 2024-22 as presented.

A roll call vote was requested.

Yes: Mayor Pro-Tem Somerville, Trustee Snook, Trustee Fox, Mayor Mikolai, Trustee Harbaugh, Trustee Matchett

No:

Absent: Trustee Maxwell

Motion carried.

PUBLIC COMMENT

None were offered.

COMMITTEE REPORTS

Trustee Snook gave a brief update on the Tourism Advisory Board, Mayor Pro-Tem Somerville reported on the Palisade Chamber of Commerce, Trustee Matchett discussed the Grand Junction Economic Development Partnership (GJEP), Trustee Fox reviewed the recent Palisade Rural Fire Board meeting, and Trustee Harbaugh reflected the Associated Governments of Northwest Colorado (AGNC) meeting.

EXECUTIVE SESSION

An executive session held pursuant to section 24-6-402(4)(a), C.R.S., concerning the purchase and acquisition real property interests; section 24-6-402(4)(b), C.R.S., conference with the town attorney for the purposes of receiving legal advice on specific legal questions; and section 24-6-402(4)(e), C.R.S., determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding the Palisade to Clifton Sanitation District sewer transfer project property interest acquisition and potential condemnation.

Motion #6 by Mayor Pro-Tem Somerville, seconded by Trustee Harbaugh to enter Executive session at 7:30 pm.

A roll call vote was requested.

Yes: Trustee Matchett, Mayor Pro-Tem Somerville, Trustee Snook, Trustee Fox, Mayor Mikolai, Trustee Harbaugh

No:

Absent: Trustee Maxwell

Motion carried.

Present in the executive session were Mayor Mikolai, Mayor Pro-Tem Somerville, Trustees Harbaugh, Matchett, Fox, and Snook, Town Manager Hawkinson, Town Attorney Richard Peterson-Cremer, Brad Rodenburg with TRS, Bret Guillory with JUB Engineers, Public Works Director Flenniken, Community Development Director Aziz, Parks and Facilities Director Ward, and Town Clerk Keli Frasier.

The executive session concluded, and the Mayor returned to the open meeting at 8:31 pm.

ADJOURNMENT

Motion #7 by Mayor Pro-Tem Somerville, second by Trustee Matchett, to adjourn the meeting at 8:32 pm.

A voice vote was requested.
Motion carried unanimously.

WORK SESSION

A work session of the Board of Trustees for the Town of Palisade began at 8:32 pm to discuss the 2025 Town of Palisade Budget. Present were Mayor Greg Mikolai, Mayor Pro-Tem Jamie Somerville, Trustees Stan Harbaugh, Jeff Snook, Sarah Matchett, and Rick Fox. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Devan Aziz, Public Works Director Brian Flenniken, and Parks and Facilities Director Troy Ward.

X

Greg Mikolai
Mayor

X

Keli L. Frasier, CMC
Town Clerk