



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
January 13, 2026**

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: Sarah Matchett, Jeff Snook, Rick Fox, and Mayor Pro-Tem Jamie Somerville. Trustee Stan Harbaugh was absent. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Special Event Coordinator Rebecca Loucks, Community Development Director Devan Aziz, Parks, Events, and Facilities Director Troy Ward, and Public Works Director Brian Flenniken.

AGENDA ADOPTION

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

A voice vote was requested.

Motion carried unanimously.

PRESENTATIONS

Palisade Bluegrass & Roots Festival 2025 Recap and 2026 Updates

Parks, Events, and Facilities Director Troy Ward provided background on how Josh Behrmen and Amy Kimberly were awarded the contract to manage the Palisade Bluegrass and Roots Festival and introduced them to the Board. Mr. Behrman and Ms. Kimberly presented a recap of the 2025 festival and announced that \$5,000.00 was donated to the Town of Palisade, \$1,000.00 to LaPlaza, and \$5,000.00 to Riverside Education Center (REC). Mr. Behrman and Ms. Kimberly then gave a brief update on plans for the 2026 festival.

TOWN MANAGER REPORT

Public Works Department 2025 Recap

Public Works Director Brian Flenniken presented an overview of the Public Works Department, highlighting the numerous infrastructure improvements completed in 2025 and plans for 2026, including additional street resurfacing, more meter replacements, and raw water infrastructure improvements.

Sales Tax and Capital Projects Recap

Town Manager Janet Hawkinson presented a review of sales tax in the Town, and reviewed a list of Town of Palisade Capital Projects.

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 – November 26, 2025 – December 31, 2025.

- **Minutes**

Minutes from the December 9, 2025, Regular Board of Trustees Meeting.

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

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

PUBLIC HEARING I

ORDINANCE 2025-11 A Text Amendment to the Palisade Land Development Code Amending ADU Standards

Mayor Mikolai opened the public hearing at 6:33 pm.

Community Development Director Devan Aziz reviewed proposed amendments to the Palisade Land Development Code regarding Accessory Dwelling Units, explaining that the amendments bring the Town into compliance with state law HB 24-1152. Key changes included guaranteeing ADUs by right at 750 square feet (unless larger than the primary structure), clarifying ADU definitions, and changing parking requirements.

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

Mayor Mikolai opened the public hearing to Board comment.

The Board of Trustees discussed the proposed Ordinance, including the following topics:

- The 200-square-foot minimum requirement seemed extremely small.
- ADUs are approved at the staff planning level.
- If we aren't in compliance with HB 24-1152, we will not be eligible for DOLA grants.

Motion #3 by Trustee Matchett, seconded by Trustee Snook, to approve ORDINANCE 2025-11 A Text Amendment to the Palisade Land Development Code Amending ADU Standards.

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

Mayor Mikolai closed the public hearing at 6:45 pm.

NEW BUSINESS

ORDINANCE 2026-01 – Adoption of the International Fire Code – FIRST READING and Order to Publish

Town Manager Hawkinson introduced Ordinance 2026-01, clarifying that the Ordinance was drafted by the International Fire Chiefs Association and reviewed by the Town Attorney.

Motion #4 by Mayor Pro-Tem Somerville, seconded by Trustee Snook, to set the public hearing date for Ordinance 2026-01 for Tuesday, February 10, 2026, and order the Town Clerk to publish all necessary notifications in accordance with Colorado Revised Statutes.

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

RESOLUTION 2026-01 – Amending the 2026 Special Event and Blackout Dates Calendar

Parks, Events, and Facilities Director Ward introduced Resolution 2026-01, amending the 2026 Special Event and Blackout Dates Calendar to reflect the Board of Trustees' approval of the 2026 Palisade Farm Fest.

Motion #5 by Trustee Snook, seconded by Mayor Pro-Tem Somerville, to approve Resolution 2026-01 amending the 2026 special event and blackout dates calendar to reflect the approval of the 2026 Palisade Farm Fest on May 2, 2026.

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

RESOLUTION 2026-02 – Reducing the fees for the 2026 Palisade Farm Fest

Parks, Events, and Facilities Director Ward introduced Resolution 2026-02, reducing the fees for the 2026 Palisade Farm Fest per Board of Trustees' direction at the December 9, 2025, meeting.

Motion #6 by Trustee Matchett, seconded by Mayor Pro-Tem Somerville, to approve Resolution 2026-02, reducing the fees for the 2026 Palisade Farm Fest by 50%.

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

Irrigation Shares Purchase

Parks, Events, and Facilities Director Ward explained that a resident approached staff, offering to sell six Grand Valley Irrigation shares at \$2,800.00 per share, which is significantly less than the shares recently purchased. He went on to clarify that the six shares would be allocated to the east end of Riverbend Park for future development after sewer lagoons are decommissioned.

Motion #7 by Mayor Pro-Tem Somerville, seconded by Trustee Matchett, to approve directing the Town Manager to purchase six (6) additional irrigation shares for an amount not to exceed \$18,000.00.

A roll call vote was requested.

Yes: Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Matchett, Trustee Snook, Trustee Fox
No:

Absent: Trustee Harbaugh

Motion carried.

Xcel Energy Repairs to Downtown Palisade

Town Manager Hawkinson explained that 15-20 years ago, town staff spliced into Xcel's electric lines to install outlets, which has caused ongoing issues with downtown light poles. She went on to detail that Xcel will charge the Town \$60,163.30 for repairs, plus approximately \$20,000 for concrete work to be done by staff.

The Board of Trustees discussed the proposed repairs, including the following topics:

- Why won't Xcel share the cost?
- The proof Xcel has that the Town spliced into their lines, and that they've been asking for repairs for years.
- The franchise agreement with Xcel doesn't allow for alternative solutions.

Motion #8 by Mayor Pro-Tem Somerville, seconded by Trustee Matchett, to approve directing the Town Manager to enter into contract with Xcel Energy for repairs to utilities in the downtown area for an amount not to exceed \$81,000.00, with work to be completed by March 31 or postponed until November 2026.

A roll call vote was requested.

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

No: Trustee Fox

Absent: Trustee Harbaugh

Motion carried.

Trustee Vacancy Interviews and Appointment

The Board of Trustees interviewed four candidates to fill a trustee vacancy until April 2026.

- Dave Edwards
- Justin Martin
- JoAnn Rasmussen
- Ed Seymour

Motion #9 by Mayor Pro-Tem Somerville, seconded by Trustee Snook, to appoint Ed Seymour as a Palisade Trustee for a term ending in April 2026.

A roll call vote was requested.

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

No:

Absent: Trustee Harbaugh

Motion carried.

PUBLIC COMMENT

Greg Schneck of Grand Junction, CO; Introduced himself as the Commander of American Legion Lincoln Post 50 and explained history of the Veterans Memorial Center.

Attorney William Raley, representing the American Legion; Representing Post 50 as an attorney, outlined the 1983 contract between Post 50 and the Town regarding the building and requested that the Board meet with an organization called Third Sector Innovations to find a path forward.

Matt Payne of Palisade, CO; Expressed concern for the 2026 irrigation year and emphasized the need to protect the Town's reservoir.

COMMITTEE REPORTS

Mayor Pro-Tem Somerville gave an update on future Palisade Chamber of Commerce events, Trustee Fox reviewed the Rural Fire Board meeting, and Trustee Snook briefly described the last Tourism Advisory Commission meeting.

ADJOURNMENT

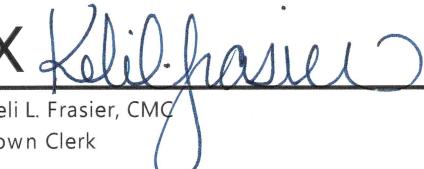
Motion #10 by Mayor Pro-Tem Somerville, seconded by Trustee Matchett, to adjourn the meeting at 7:46 pm.

A voice vote was requested.

Motion carried unanimously.

X 

Greg Mikolai
Mayor

X 

Keli L. Frasier, CMC
Town Clerk



Mayor Greg Mikolai

Board of Trustees Vacancy Appointment

01/13/2026

Vote for ONE

- | | |
|-------------------------------------|------------------|
| | Edwards, Dave |
| | Martin, Justin |
| | Rasmussen, JoAnn |
| <input checked="" type="checkbox"/> | Seymour, Ed |

Trustee Sarah Matchett

Board of Trustees Vacancy Appointment

01/13/2026

Vote for ONE

- | | |
|-------------------------------------|------------------|
| | Edwards, Dave |
| | Martin, Justin |
| | Rasmussen, JoAnn |
| <input checked="" type="checkbox"/> | Seymour, Ed |



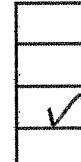
Mayor Pro-Tem Jamie Somerville

Board of Trustees Vacancy Appointment

01/13/2026

Vote for ONE

- | | |
|-------------------------------------|------------------|
| | Edwards, Dave |
| | Martin, Justin |
| <input checked="" type="checkbox"/> | Rasmussen, JoAnn |
| | Seymour, Ed |



Trustee Jeff Snook

Board of Trustees Vacancy Appointment

01/13/2026

Vote for ONE

- | | |
|-------------------------------------|------------------|
| | Edwards, Dave |
| | Martin, Justin |
| | Rasmussen, JoAnn |
| <input checked="" type="checkbox"/> | Seymour, Ed |



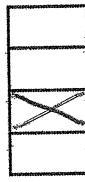
Trustee Rick Fox

Board of Trustees Vacancy Appointment

01/13/2026

Vote for ONE

- | | |
|-------------------------------------|------------------|
| | Edwards, Dave |
| | Martin, Justin |
| <input checked="" type="checkbox"/> | Rasmussen, JoAnn |
| | Seymour, Ed |





Board of Trustees Regular Meeting

January 13, 2026

Board of Trustees Vacancy Appointment Tally Sheet

(Individual Board Member Votes Will Be Attached to This Sheet as a Permanent Attachment to the 01/13/2026 Minutes)

Vote 1

Mayor Greg Mikolai

Mayor Pro-Tem Jamie Somerville

Trustee Stan Harbaugh

Trustee Sarah Matchett

Trustee Rick Fox

Trustee Jeff Snook

Total:

| Edwards, Dave | Martin, Justin | Rasmussen, JoAnn | Seymour, Ed |
|---------------|----------------|------------------|-------------|
| | | | 1 |
| | | 1 | |
| | | | 1 |
| | | 1 | |
| | | | 1 |
| | | 2 | 3 |

Notes Counted and Verified By:

A handwritten signature in blue ink that reads "Keli Frasier".

Keli Frasier, Town Clerk

Vote 2

Mayor Greg Mikolai

Mayor Pro-Tem Jamie Somerville

Trustee Stan Harbaugh

Trustee Sarah Matchett

Trustee Rick Fox

Trustee Jeff Snook

Total:

| Edwards, Dave | Martin, Justin | Rasmussen, JoAnn | Seymour, Ed |
|---------------|----------------|------------------|-------------|
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Votes Counted and Verified By:

Keli Frasier, Town Clerk