



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
January 23, 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: Thea Chase, Bill Carlson, Jamie Somerville, Nicole Maxwell, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Chief of Police Jesse Stanford, Fire Chief Charles Balke, and Interim Planner Todd Widegren.

AGENDA ADOPTION

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

A voice vote was requested.
Motion carried unanimously.

PRESENTATIONS

The **Palisade Chamber of Commerce** presented a check to the Palisade Fire Department from the Olde Fashioned Christmas Soup Challenge proceeds.

Palisade High School Principal Dan Bollinger, Teacher Crystal Greene, and PHS Community Advisory Council President David Miller presented the State of the High School Address.

Ryan Burke and Melita Paelowski with **Slate Communications** gave a brief presentation on 2023 marketing efforts.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed current and upcoming projects led by the Town of Palisade, reviewed the progress of the sewer consolidation project, complimented the Mayors' participation in leading the Martin Luther King Day parade in Grand Junction, being on the cover of the newspaper, and complimented the Palisade Police Department on a community engagement article that was on recent newscasts.

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 – January 5, 2024 – January 19, 2024
- **Minutes**

Minutes from the January 09, 2024, Regular Board of Trustees Meeting

Motion #2 by Trustee Somerville, seconded by Trustee Harbaugh, to approve the consent agenda as presented.

A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson

No:

Absent:

Motion carried.

PUBLIC HEARING

PRO 2024-01 – Matchett-Goody Accessory Height Variance

Mayor Mikolai opened the public hearing at 6:56 pm

Interim Planner Todd Widegren reviewed the staff report, clarifying the decision criteria and staff recommendation.

Applicant Sarah Matchett reviewed the proposed plans and explained the extenuating circumstances that require her to apply for a variance.

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

Mayor Mikolai opened the hearing to Board discussion.

Members of the Board asked for clarification on the reason for the variance, the specifics of the proposed changes, and the upper floor's purpose.

Trustee Harbaugh went on to emphasize why the application didn't appear to meet the Palisade Land Development Code approval criteria.

Interim Planner, Todd Widegren, showed with images and explained that building code requirements of the required door height are in conflict with the land use code roof height. The roof has to be higher to accommodate required door height. Hence the variance.

Trustee Chase complimented the attention to the appearance of the proposed structure.

Motion #3 by Trustee Chase, seconded by Mayor Pro-Tem Turner, to approve Pro 2024-01 Matchett-Goody building height variance at 350 W 5th Street as presented.

A roll call vote was requested.

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

No: Trustee Harbaugh

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 7:13 pm.

Town Manager Hawkinson requested the Board consider waiving the permit feed.

The consensus of the Board is to deny the fee waiver request.

NEW BUSINESS

RESOLUTION 2024-04 - Fire Department Grant Support for new Fire Apparatus

Fire Chief Charles Balke reviewed the staff report and explained that the required match funding would be part of the 2025, possibly the 2026 Town of Palisade budget.

Board members asked if another grant could possibly be applied for to cover the amount of the match funding. Chief Balke replied that it is possible and he would research the question.

Motion #4 by Trustee Maxwell, seconded by Trustee Somerville, to approve Resolution 2024-04 supporting a grant application for a new Quint fire apparatus.

A roll call vote was requested.

Yes: Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell

No:

Absent:

Motion carried.

RESOLUTION 2024-05 - Fire Department Grant Support for Medical Supplies

Fire Chief Charles Balke reviewed the staff report and explained that the required match funding would be part of the 2025, possibly the 2026 Town of Palisade budget.

The Board of Trustees discussed the merits of applying for the grant for one LUCAS CPR device as requested or two devices so both ambulances would be outfitted with the equipment.

Motion #5 by Trustee Somerville, seconded by Trustee Maxwell, to approve Resolution 2024-05 as amended to include grant funding and match for two devices.

A roll call vote was requested.

Yes: Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase

No:

Absent:

Motion carried.

ORDINANCE 2024-01 Approving Sewer Rates for Restaurants

Town Manager Hawkinson reviewed the staff report, reminding the Board of previous conversations regarding sewer rate amendments for restaurants.

Motion #6 by Trustee Chase, seconded by Mayor Pro-Tem Turner, to adopt Ordinance 2024-01 setting sewer rates for restaurants.

A roll call vote was requested.

Yes: Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh

No:

Absent:

Motion carried.

One Full-Time position for Police Records and Code Enforcement

Chief of Police Jesse Stanford reviewed the staff report provided in the packet, explaining the need for the two part-time positions and the benefits of combining them into one full-time position.

Motion #7 by Mayor Pro-Tem Turner, seconded by Trustee Somerville, to approve one full-time position for police records and code enforcement.

A roll call vote was requested.

Yes: Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner

No:

Absent:

Motion carried.

Approve Contract for Land Development Code and Capital Improvement Planning

Town Manager Hawkinson reviewed the two projects and explained the request to approve a contract with Community Planning Strategies (CPS) for the jobs.

Board members asked if DOLA and the Town Attorney approved a sole-source contract with CPS. Town Manager Hawkinson stated that both approved.

Motion #8 by Trustee Maxwell, seconded by Trustee Somerville, to direct the Town Manager to sign a contract with Community Planning Strategies for the Palisade Land Development Code update and the capital improvement projects community outreach projects.

A roll call vote was requested.

Yes: Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville

No:

Absent:

Motion carried.

PUBLIC COMMENT

None were offered.

COMMITTEE REPORTS

Trustee Somerville reviewed the recent Palisade Chamber of Commerce meeting, Mayor Pro-Tem Turner reviewed the Tourism Advisory Board meeting, and Trustee Carlson reviewed the recent CML meeting.

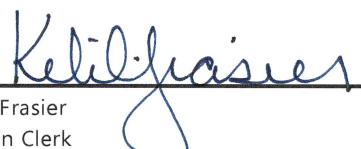
ADJOURNMENT

Motion #6 by Trustee Maxwell, seconded by Trustee Somerville, to adjourn the meeting at 7:45 pm.

A voice vote was requested.
Motion carried unanimously.

X 

Greg Mikolaj
Mayor

X 

Keli Frasier
Town Clerk

