



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
September 27, 2022**

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, Bill Carlson, Nicole Maxwell, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. Trustee Thea Chase was absent. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Brian Rusche, Finance Director Travis Boyd, Police Chief Jesse Stanford, and Fire Chief Charles Balke.

AGENDA ADOPTION

Motion #1 by Trustee Sommerville, seconded by Mayor Pro-Tem Turner, to approve the agenda as amended to move the acceptance of the Audit (New Business item E) to AFTER the two published Public Hearings regarding supplemental budget appropriations.

A voice vote was requested
Motion carried unanimously

PRESENTATIONS

Lavender Association of Colorado Executive Director Juliann Adams presented the Board of Trustees with the official poster from the 2022 Colorado Lavender Festival.

Mayor Pro-Tem Turner presented Police Chief Stanford and Code Compliance Officer Tom Chapman with a Proclamation for Code Compliance Month.

TOWN MANAGER REPORT

Community Development Director Brian Rusche gave a brief update on the the Palisade Game Plan (Comprehensive Plan Update).

Town Manager Janet Hawkinson advised the Board that, if approved, an RFQ will be published next week in search of a new water attorney for the Town of Palisade. ***The consensus of the Board is to move forward with the RFQ process to hire a new water attorney.***

Town Manager Janet Hawkinson reviewed her Town Manager's report (included in the packet) and offered to answer any questions or concerns from the Board.

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 8, 2022 – September 23, 2022

• **Minutes**

Minutes from the August 23, 2022, Regular Board Meeting

Minutes from the September 13, 2022, Regular Board Meeting

Trustee Carlson asked for the expenditures to be removed from the consent agenda. They were added to New Business.

Motion #2 by Trustee Somerville, seconded by, Mayor Pro-Tem Turner to approve the consent agenda as amended.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

NEW BUSINESS

Expenditures 09/08/2022-09/23/2022

Various members of the Board asked for clarification on items within the expenditure report.

After a lengthy discussion, the *consensus of the Board is that in the future, if the scope of a purchase is going to be different than what's approved, that staff comes back to the Board for approval OR make motions broader to allow staff to make decisions without returning to the Board.*

Motion #3 by Trustee Somerville, seconded by Mayor Pro-Tem Turner, to approve the expenditures from September 8, 2022, to September 23, 2022, as presented.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

Interviews and Appointments for the Palisade Planning Commission

Board members interviewed the two applicants individually (Tracy Johnson and then Ed Seymour), and then held a silent vote to determine who would be appointed to the seat.

The first silent vote was a tie. Trustee Somerville recused himself from the second silent vote.

A copy of both silent votes will be a permanent attachment to these minutes.

Motion #4 by Trustee Maxwell, seconded by Mayor Pro-Tem Turner, to appoint Ed Seymour to the Planning Commission to complete the term ending February 2023.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Trustee Somerville recused himself from the vote.

Motion carried.

Resolution 2022-19 - Opting the Town of Palisade Out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program

Finance Director Travis Boyd reviewed his staff report, explaining that in November 2020, Colorado voters approved Proposition 118, which created the state-run Family Medical Leave Insurance (FAMLI) program, but that the Town of Palisade already offers paid time off for medical and family purposes that surpasses what the State offers under FAMLI.

Finance Director Boyd clarified that a local government may decline all participation in the FAMLI program by a vote of its governing body, and interested employees may still elect to participate individually.

Mayor Mikolai opened the floor to public comment. None was offered.

Motion #5 by Trustee Somerville, seconded by Trustee Maxwell to approve Resolution 2022-19, opting the Town of Palisade out of the State of Colorado Family Medical Leave Insurance program..

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

Full-Time Fire Department Staff

Town Manager Hawkinson, Finance Director Boyd, and Fire Chief Balke spoke about the importance of hiring three full-time Fire Department staff and where the funds would be allocated from. Finance Director Boyd stated that the additional cost to the Town for the three positions would be a total of \$150,000.00. Chief Balke added that the hiring process takes about six weeks to complete.

Trustees discussed the total cost, the benefits of additional fire personnel, and future funding.

Motion #6 by Trustee Maxwell, seconded by Trustee Somerville to approve the addition of three full-time Fire Department personnel.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

Approval to purchase a Backhoe

Finance Director Boyd explained that the Town currently owns two backhoes that are no longer safe to operate and that staff has found a few options that can be purchased and delivered in a timely manner. The option of renting a backhoe for staff use would cost more financially than purchasing the equipment.

Board members asked about alternate pieces of equipment and questioned the urgency of the purchase. Finance Director Boyd explained that the equipment proposed fits the Town's needs and that the purchase is incredibly urgent to complete due to the always present potential of emergency situations that would require a backhoe to repair.

Motion #7 by Mayor Pro-Tem Turner, seconded by Trustee Harbaugh to direct the Town Manager to purchase a new backhoe for an amount not to exceed \$180,000.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

*Mayor Mikolai called for a 5 Minute Recess at 7:14 pm.
The meeting was called back to order at 7:22 pm.*

PUBLIC HEARING I

Resolution 2022-21 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Tourism Fund

Mayor Mikolai opened the public hearing at 7:22 pm.

Finance Director Boyd reviewed his staff report explaining that in 2021, the Tourism Advisory Board (TAB) had the opportunity to receive grant funding by cooperating with the City of Fruita and that the grant required a match of funds that were not initially budgeted.

Finance Director Boyd went on to explain that in 2021, the Board of Trustees approved the use of \$205,495 from the Solid Waste Fund to support trash collection operations. This was the first year of a new contract with Waste Management, and the change in the contract costs were not fully budgeted in the initial budget, and that the Board is being asked to officially amend the 2021 Tourism Fund expenditure budget to \$65,532 from \$43,400 and the revenue budget to \$73,048 from \$50,000.

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

Mayor Mikolai opened the hearing to Board comment.

Trustee Maxwell asked for clarification on what the grants for TAB were utilized for. Finance Director Boyd and Mayor Pro-Tem Turner responded that the funds were for book-end advertising with the City of Fruita

Motion #8 by Trustee Somerville, seconded by Mayor Pro-Tem Turner, to approve Resolution 2022-21 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Tourism Fund.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

Mayor Mikolai closed the public hearing at 7:26 pm.

PUBLIC HEARING II

Resolution 2022-22 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Solid Waste Fund

Mayor Mikolai opened the public hearing at 7:26 pm.

Finance Director Boyd went on to explain that in 2021, the Board of Trustees approved the use of \$205,495 from the Solid Waste Fund to support trash collection operations. This was the first year of a new contract with Waste Management, and the change in the contract costs were not fully budgeted in the initial budget, and that the Board is being asked to officially amend the 2021 Solid Waste Fund expenditure budget to \$237,526 from \$205,495 and the revenue budget to 237,526 from \$220,000.

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

Mayor Mikolai opened the hearing to Board comment.

Trustee Maxwell and Trustee Carlson asked for clarification on the costs, funds, and why the supplemental appropriation was being requested at this time instead of in 2021.

Finance Director Boyd answered the clarification questions and stated that the supplemental appropriations are being requested at the same time as the Audit so that the Board can review all appropriations once instead of multiple times throughout the year.

Motion #9 by Trustee Somerville, seconded by Mayor Pro-Tem, to approve Resolution 2022-22 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Solid Waste Fund.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

Mayor Mikolai closed the public hearing at 7:34 pm.

Resolution 2022-20 Accepting the 2021 Audit

Finance Director Boyd reviewed his report and then introduced Lisa Hemann with Chadwick, Steinkirchner, Davis, and Company, P.C.

Board members had a brief discussion about not receiving the Audit for review before this meeting and agreed that a special meeting needed to be held for the Audit acceptance in order to have time for review.

Motion #10 by Trustee Maxwell, seconded by Trustee Carlson to table Resolution 2022-20 Accepting the 2021 Audit until Thursday, September 29, 2022, at 6:00 pm.

A roll call vote was requested.

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

No:

Absent: Trustee Chase

Motion carried.

PUBLIC COMMENT

None was offered.

OPEN DISCUSSION

After Board members discussed various matters, the following direction was given to staff via consensus of the Board:

- Trustee Maxwell will attend the next Palisade High School Parent Advisory Committee and present the idea of a Youth Council
- Schedule a broadband presentation in October with Cory from Region 10
- Do away with Proclamations, and schedule an employee appreciation dinner toward the end of the year

COMMITTEE REPORTS



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

ADJOURNMENT

Motion #11 by Trustee Somerville, seconded by Trustee Turner to adjourn the meeting at 8:13 pm.

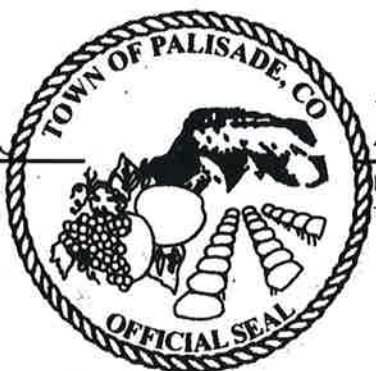
A voice vote was requested.

Motion carried unanimously.

X  X 

Greg Mikolai
Mayor

Keli Frasier
Town Clerk





Board of Trustees Regular Meeting September 27, 2022

Planning Commission Appointment Tally Sheet

(Individual Board Member Votes Will Be Attached to This Sheet as a Permanent Attachment to the 09/27/2022 Minutes)

Vote 1

	<u>Johnson, Tracy</u>	<u>Seymour, Ed</u>
<u>Mayor Greg Mikolai</u>		X
<u>Mayor Pro-Tem Ellen Turner</u>	X	X <i>ET</i>
<u>Trustee Thea Chase</u>		
<u>Trustee Bill Carlson</u>		X
<u>Trustee Jamie Somerville</u>	X	
<u>Trustee Nicole Maxwell</u>		X
<u>Trustee Stan Harbaugh</u>	X	
Total:	3	3

Vote 2

Requested

	<u>Johnson, Tracy</u>	<u>Seymour, Ed</u>
<u>Mayor Greg Mikolai</u>		X
<u>Mayor Pro-Tem Ellen Turner</u>	X	
<u>Trustee Thea Chase</u>		
<u>Trustee Bill Carlson</u>		X
<u>Trustee Jamie Somerville</u>		
<u>Trustee Nicole Maxwell</u>		X
<u>Trustee Stan Harbaugh</u>	X	
Total:	2	3

Votes Counted and Verified By:

Keli Frasier

 Keli Frasier, Town Clerk

Trustee Jamie Somerville

Planning Commission Appointment

09/27/2022

Vote for One

1	Johnson, Tracy
	Seymour, Ed

Vote # 1

Trustee Nicole Maxwell

Planning Commission Appointment

09/27/2022

Vote for One

	Johnson, Tracy
X	Seymour, Ed

Vote # 1

Trustee Stan Harbaugh

Planning Commission Appointment

09/27/2022

Vote for One

X	Johnson, Tracy
	Seymour, Ed

Vote # 1

Trustee Bill Carlson

Planning Commission Appointment

09/27/2022

Vote for One

	Johnson, Tracy
X	Seymour, Ed

Vote # 1

Mayor Pro-Tem Ellen Turner

Planning Commission Appointment

09/27/2022

Vote for One

X	Johnson, Tracy
	Seymour, Ed

Vote # 1

Mayor Greg Mikolai

Planning Commission Appointment

09/27/2022

Vote for One

	Johnson, Tracy
X	Seymour, Ed

Vote # 1

Trustee Stan Harbaugh
Planning Commission Appointment

09/27/2022
Vote for One

Johnson, Tracy
 Seymour, Ed

Vote # 2

Trustee Nicole Maxwell
Planning Commission Appointment

09/27/2022
Vote for One

Johnson, Tracy
 Seymour, Ed

Vote # 2

Mayor Pro-Tem Ellen Turner
Planning Commission Appointment

09/27/2022
Vote for One

Johnson, Tracy
 Seymour, Ed

Vote # 2

Trustee Bill Carlson
Planning Commission Appointment

09/27/2022
Vote for One

Johnson, Tracy
 Seymour, Ed

Vote # 2

Mayor Greg Mikolai
Planning Commission Appointment

09/27/2022
Vote for One

Johnson, Tracy
 Seymour, Ed

Vote # 2