



**MINUTES OF THE REGULAR MEETING OF THE  
PALISADE BOARD OF TRUSTEES  
November 12, 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, Fire Chief Charles Balke, Community Development Director Devan Aziz, Special Event Coordinator Rebecca Loucks, and Finance Director Gregg Mueller.

**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**

Jessica Burford, Palisade Chamber of Commerce President and CEO gave a presentation about the Palisade Chamber of Commerce activities and goals and requested funding for 2025.

**TOWN MANAGER REPORT**

Community Development Director Devan Aziz reviewed the request from Mr. and Mrs. Solomon for a modification of the rules regarding the location of their recently constructed fence.

*The consensus of the Board is to allow the fence to remain, but that if anything else is built in the perimeter, it will be torn down, and being in the right of way, any sidewalk improvements would trigger the necessity for the fence to be removed and moved.*

Town Manager Janet Hawkinson reviewed the multiple sidewalk projects being led by the Town of Palisade.

**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 – October 11, 2024 – November 1, 2024
- **Minutes**  
Minutes from October 22, 2024, Regular Board of Trustees Meeting  
  
Minutes from November 5, 2024, Special Board of Trustees Meeting

- **Grand Valley Metropolitan Planning Organization Intergovernmental Agreement (IGA)**
- **Grand Valley Transit Intergovernmental Agreement (IGA)**

*Motion #2* by Mayor Pro-Tem Somerville, second by Trustee Snook, 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**

#### **Resolutions 2024-26, 2024-27, and 2024-28 adopting the 2025 Town of Palisade Budget.**

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

Finance Director Gregg Mueller briefly reviewed the proposed Resolutions and the proposed 2025 Town of Palisade Budget.

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

Mayor Mikolai opened the hearing to Board comment.

Mayor Pro-Tem Somerville explained that there wasn't much discussion regarding the proposed budget because of the numerous work sessions held over the prior few months.

Trustee Harbaugh asked if the Mil Levy was remaining the same as prior years, and staff responded that it was.

*Motion #3* by Mayor Pro-Tem Somerville, seconded by Trustee Harbaugh, to approve Resolutions 2024-26, 2024-27, and 2024-28 adopting the 2025 Town of Palisade Budget as presented.

A roll call vote was requested.

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

**No:**

**Absent:** Trustee Maxwell

Motion carried.

Mayor Mikolai closed the Public Hearing at 6:35 pm.

### **PUBLIC HEARING II**

#### **ORDINANCE 2024-08 - Proposed vacation of right-of-way along 311 W Third St & 307 W Third St**

Mayor Mikolai opened the Public Hearing at 6:35 pm.

Community Development Director Devan Aziz and Town Manager Hawkinson reviewed the staff report and history of the properties.

Mayor Mikolai opened the hearing to public comment.

Shaun Burns of Palisade, Tammy Craig of Palisade, Juliann Adams of Palisade, Eric Cry – architect of the proposed project, Scott High of Palisade, and Palisade Chamber of Commerce President Jessica Burford all spoke in favor of the vacation of right-of-way in order to allow for the proposed hotel project.

Mayor Mikolai opened the hearing to Board comment.

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

- Will the alleyway be required to turn into a one-way (no)
- How will this affect the alleyway in general
- Are adjacent property owners in favor (yes)
- Increase in pedestrian traffic across the railroad tracks

Mayor Mikolai offered the Applicant the opportunity to make any closing remarks. The Applicant declined.

*Motion #4* by Trustee Matchett, seconded by Trustee Snook, to approve Ordinance 2024-08 vacating the right-of-way along 311 W Third St & 307 W Third St.

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.

Mayor Mikolai closed the Public Hearing at 7:13 pm.

### **NEW BUSINESS**

#### **Reimbursement Agreement between Grand Valley Irrigation Company (GVIC) and the Town of Palisade**

Town Manager Hawkinson reviewed the proposed reimbursement agreement with Grand Valley Irrigation Company.

*Motion #5* by Mayor Pro-Tem Somerville, seconded by Trustee Harbaugh, to direct the Mayor to enter into a reimbursement agreement with GVIC for an amount not to exceed \$20,000.00.

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.

**RESOLUTION 2024-31 - Regional Transportation Office Resolution for Public Safety Action Plan**

Chief of Police Jesse Stanford presented Ordinance 2024-07 to the Board and answered questions regarding municipal, county, state, and federal laws.

*Motion #6* by Trustee Matchett, seconded by Mayor Pro-Tem Somerville, to approve RESOLUTION 2024-31 supporting the Regional Transportation Office Public Safety Action Plan.

A roll call vote was requested.

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

**No:**

**Absent:** Trustee Maxwell

Motion carried.

**Irrigation Shares Purchase**

Town Manager Hawkinson reviewed the staff report and offered to answer any questions or concerns from the Board.

*Motion #7* by Trustee Snook, seconded by Trustee Matchett, directing the Town Manger to purchase 16 additional irrigation shares for Grand Valley Irrigation Company for an amount not to exceed \$64,000.

A roll call vote was requested.

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

**No:**

**Absent:** Trustee Maxwell

Motion carried.

**Contract For Information Technology Services**

Town Manager Hawkinson reviewed the Request for Proposal (RFP) process and the selection committee's recommendation.

*Motion #8* by Trustee Snook, seconded by Trustee Matchett, directing the Town Manager to enter into contract with ForgeTech Professionals, LLC, for IT services for the Town of Palisade.

A roll call vote was requested.

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

**No:**

**Absent:** Trustee Maxwell

Motion carried.

**PUBLIC COMMENT**

None were offered.

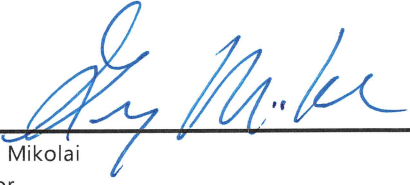
**COMMITTEE REPORTS**

None were offered, as all committee meetings were taking place at a later date.

**ADJOURNMENT**

**Motion #9** by Mayor Pro-Tem Somerville, second by Trustee Harbaugh, to adjourn the meeting at 7:39 pm.

A voice vote was requested.  
Motion carried unanimously.

X   
\_\_\_\_\_  
Greg Mikolai  
Mayor

X   
\_\_\_\_\_  
Keli L. Frasier, CMC  
Town Clerk

