

RECORD OF PROCEEDINGS

APRIL 9, 2009

DRAFT

The Palmer Lake Town Council meeting was called to order by Mayor Cressman at 7:02 p.m., April 9, 2009.

Attendees: Trustees: Mayor Cressman
Bristol - excused
Coleman
Jack
McDonald
Stafford
Reynolds
Attorney: Gaddis
Audience: 3

Pledge of Alliance: Mayor Cressman

March Planning Commission Liaison – Trustee McDonald
April Planning Commission Liaison – Trustee Stafford
May Planning Commission Liaison – Trustee Reynolds

Item #2: Approval of Agenda

Amendments to the Agenda::

4A – Fishing Derby – Ken Valdez

Added to Consent Items as:

- d. Minutes – April 2, 2009 – Special Meeting
- e. Police Policy and Procedures

TRUSTEE STAFFORD MADE A MOTION TO APPROVE THE AGENDA AS AMENDED, SECONDED BY TRUSTEE JACK. MOTION CARRIED UNANIMOUSLY.

Item #3: Consent Items:

- a. Approval of Minutes – March 12, 2009
- b. Payment\Ratification of Bills – March 2009
- c. Request for Business License – Real World Personal Training
- d. Minutes – April 2, 2009 – Special Meeting
- e. Police Policy and Procedures

Attorney Gaddis stated he had reviewed the Police Policy and Procedures and recommended minor changes. Based on the last PP&P, that had significant issue that could have created problems for the town, it is his recommendation that any changes to the document, the Board has the final say.

TRUSTEE JACK MADE A MOTION TO APPROVE THE CONSENT ITEMS, SECONDED BY TRUSTEE McDONALD. MOTION CARRIED UNANIMOUSLY.

Item #4: Committee Reports

Mayor Cressman – Mayor’s Report

Attended the monthly meeting of PPACG. The main topic was legislative bills, none of which impact the town.

There was not much involvement in the 1st Saturday Community Forum, but he expects more involvement in the next one scheduled for May 2, 9-11 am, in the Town Hall.

Trustees Bristol and McDonald – Parks and EDC

Everything is set for the Easter egg hunt for this Saturday. We got our new Bunny costume. We were trying to get a child’s costume also, but could not find one that was suitable.

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Thank- you Mary and Travis Coleman for all their help with matching the eggs. Also thank you to Kathy, Melissa and Tara for filling all of eggs.

The Jr. Honor Society will be helping with the Easter Egg Hunt.

Arbor Day celebration is set for April 21st at 9:10 am.

Trustee Coleman – Fire

PLVFD CALLS:

	<u>MAR</u>	<u>2009</u>
Medical Calls	9	22
Fire Calls	7	14
Wildland Fire Calls	0	9
Traffic Accidents	1	5
Public Assist	0	0
Public Contact	4	6
Other	1	6
Total Calls	<u>22</u>	<u>62</u>
	====	=====
Mutual aid rendered to other fire departments	<u>8</u>	<u>22</u>
	====	=====

1. On March 11th, PLVFD hosted a group of Daisy Girl Scouts at the fire station. They received a tour and discussed their Petal Badge on Courage with the firefighters.
2. On March 14th, PLVFD firefighters along with PL and Monument Police, and members of El Paso County Search and Rescue searched the Town for a lost elderly person. It was a cold evening and fortunately the person was found by a neighbor as the lost person was walking home to Larkspur.
3. On March 26th, PLVFD responded to a mutual aid request from Tri-Lakes Monument Fire District on a single car traffic accident on I-25 during a heavy snow storm.
4. A new ambulance service agreement has been signed by Tri-Lakes Monument Fire Protection District and Palmer Lake representatives and is now officially in effect. The service the Town has received so far this year has been very good and the relationship between the departments has been very professional.
5. The department certified 5 additional members as S130/190 Wildland Firefighters with 4 of the 5 also passing the Arduous Fitness certification allowing for firefighting on federal property wildland fires.
6. We are waiting to hear about the Operation Ranger grant that would provide a Polaris Ranger vehicle. This would assist us with medical calls/rescues at the reservoirs and during Town events such as July 4th fireworks.

REMINDERS: ***Place house numbers so they are visible from the street.***

Trustee Jack – Roads

- Let bidding out for a small retaining wall on Pie Corner. 3 bids received. Accepted Oasis Landscaping bid. Retaining wall is completed.
- Attended PPACG – TAC (Transportation Advisory Committee) meeting.
- Blake Chambers (Eagle Scout) has refurbished the benches in Centennial Park and at the lake. The benches have not yet been placed in the ground due to the bad weather. We wish to thank the Blake for his and the other scouts efforts.
- Plowed and sanded over 12” of snow. Once again, we had a few break downs.

SR2S UPDATE

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- 2 gas meters and 2 water meters were moved on Pie Corner making way for the upcoming SR2S sidewalk. The IREA poles on Upper Glenway are still in engineering.
- Engineering continues on the SR2S grant. The main hold up is the design of Pie Corner @ Hwy 105. We're trying to slow the drainage enough as to not cross the highway.

Trustee Stafford – Water

SW Total Gal	5,075,000	Acre Ft	15.57
Well A2 Total Gal	0	Acre Ft	0
Well D2 Total Gal	99,000	Acre Ft	0.3
Total Gal Produced	5,174,000	Acre Ft	15.87
Gal / Day Avg	166,903	Acre Ft	0.51

Revenue:
 Water Billings: 38,868.36
 Late Fees: 1,155.00
Total Revenue: 40,023.36

Expenditures:
 Water Admin: 21,343.17
 Water Ops: 11,838.31
Total Expenses: 33,181.48

Water Cap
 Revenue: 0
 Cap Imp Fee 2,440.00
Total Revenue 2,440.00

Water Cap
 Expenses: 0

Our surface treatment plant continues to have problems. Mr. Orcutt informs me that one of our filters is having more problems and will require treatment. We will need to keep these in working order until our new surface treatment plant is online. The surface treatment plant has been out of priority a few times already this year but is still providing water to the town. I attended a regular meeting of the PPRWA and a work meeting both meetings discussed the Colorado Springs water pipeline and how it will affect the Tri Lakes area. The February Fountain Creek Watershed meeting gravel discussed a proposed sand and gravel facility near the Pikes Peak International Raceway. The next meeting will be 17 April 2009 at 2:00 PM in the Fountain town hall.

SB-141 has passed the house and senate and has been sent to the Governor for his signature.

Trustee Reynolds – Police

- All officers attended an 8 hour Taser certification and re-certification class hosted by the Monument Police Department on March 31.
- A Click It or Ticket grant was awarded to the Palmer Lake Police Department by the Colorado Department of Transportation in order to enforce seatbelt and child passenger safety laws. The grant in the amount of \$700.00 will be used to pay overtime to those officers who work during the designated nighttime enforcement periods.
- With the assistance of Colorado State Patrol Captain Bruce Sheetz, we are in the process of obtaining a Stalker dual antenna radar unit which will be at no cost to the Town of Palmer Lake.

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- The Tri-Lakes Fire Department has graciously donated much needed computer equipment to the Police Department. Captain John Vincent was able to provide us with a monitor and a keyboard to replace old and broken equipment.
- The El Paso County Sheriff's Office has invited Officer Lenhard back for further evidence training with their Evidence Custodian.

Staff: Clerk Gray

- Met with Linda Firth for a final review of the application for the Drinking Water Revolving Fund. It should be ready to send in next Monday or Tuesday.
- Contacted EPC Treasurer's Office regarding the Road and Bridge allotment for the town. If 100% of the funds are collected, the town's share will be \$4,747.83.
- Met with Deborah Muehleisen, Census 2010. They are requesting that the town forms a Complete Count Committee in order to stress the importance of everyone responding to the census count in 2010.
The Complete Count Committee should first be established, then receive census training, then develop strategy and a work plan and then spread the word about census jobs. Would anyone have an objection to working with the census in this manner?
In-field counters will begin address collections next week. They will be using handheld devices that enter every address.
- All council members should have received a copy of the accounting spreadsheet for receivables and for payables that require cross-department tracking, along with this month's payables, by check number and by activity and the March Status Report.

Item #4A: Fishing Derby – Ken Valdez

The "Hooked on Palmer Lake" Fishing Derby will be held Saturday, June 6 from 8 am to 12:30 pm.

Item #5: Request for Business License – Skyline Graphic Services\Auxiliary Graphic Equipment – 775 W Highway 105, Ste 2F – Robert Bowers – Equipment Dealer and Rigging Services. NO SHOW – They will be contacted again.

Item #6: Pikes Peak Regional Building – Henry Yankowski, Director and Tim Condit, Floodplain Administrator

Amending RBC111.5.5 Terms – Regarding Terms of Service

Amending RBC105.1.1 Annual Permit – Annual Permit issued to a licensed contractor

New Section – Section R to Table E – Annual Permit Fee

Delete and Replace – RBC313 – Floodplain Code

TRUSTEE McDONALD MADE A MOTION TO APPROVE THE AMENDMENTS TO THE PIKES PEAK REGIONAL BUILDING CODES, AS LISTED, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Item #7: Easement\Ordinance 2-2009 – Julianne Turner – Kathy Allen

Easements are pertaining to 19 Hwy 105, establishing ingress\egress and use of the paved parking lot. These easements are through and on town land.

After discussion, the following verbiage needs to be inserted:

- a. Ingress\egress may be restricted or temporarily blocked during certain town sponsored events or emergencies.
- b. Maintenance of the easement is the sole responsibility of the holder of the easement.
- c. The town reserves the right to amend or change the easement as long as they do not deny access to the easement holder.

TRUSTEE McDONALD MADE A MOTION TO TABLE ITEM #7 TO TUESDAY, APRIL 14, 6:00 PM, IN THE TOWN OFFICE, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

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Item #8: IGA – Palmer Lake\Monument Police Chief – Trustee Reynolds
Cost - \$2,500 per month. The IGA can be dissolved with a 30 days notice. Currently, the relationship between the two departments is working very well. Chief Shirk has indicated this is a temporary agreement. Trustee Jack will continue working on a town wide survey to aid council in determining the level of service expected from the citizens.

TRUSTEE REYNOLDS MADE A MOTION TO APPROVE THE IGA FOR POLICE CHIEF FROM THE TOWN OF MONUMENT, SECONDED BY TRUSTEE McDONALD. MOTION CARRIED UNANIMOUSLY.

Item #9: Arbor Day Proclamation
Mayor Cressman read the Arbor Day Proclamation. They will be celebrating their 27th year as Tree City USA with the Palmer Lake Elementary School during their Pride Day, April 21, 2009 at 9:10 am.

Item #10: Public Input
Richard Allen – 770 Forest View Circle
Complimented council on setting up the Community Forum.

Q - Special Audit – when will it be done?

A – Trustee Jack – he is working on it – it is the town's intention to have a wider range of a sampling of checks and look more closely into the procedures.

Q – When will we know the final close out figure for the police department?

A – When the audit is finished.

Q – What are the town clerk's hours?

A – Available to the public 11:00 to 5:00 – notwithstanding outside commitments. By appointment, the clerk is available earlier or later into the evening.

Q – Posting of employee net pay on print out.

A – Still attempting to get a determination from Colorado Municipal League. Trustee Jack would like to be able to add the columns. We will work on establishing a system that works.

TRUSTEE McDONALD MADE A MOTION TO ADJOURN AT 8:51 PM, SECONDED BY TRUSTEE JACK. MOTION CARRIED UNANIMOUSLY.

Approved as written or amended this 14th day of April, 2009.

John Cressman, Mayor

Della Gray, Town Clerk