

RECORD OF PROCEEDINGS

JUNE 11, 2009

DRAFT

The Palmer Lake Town Council meeting was called to order by Mayor Pro-Tem McDonald at 7:05 p.m., June 11, 2009.

Attendees: Trustees: Mayor Cressman - excused
Bristol
Coleman
Jack
McDonald
Stafford
Reynolds
Attorney: Gaddis
Audience: 7

Pledge of Alliance: Trustee Jack

August Planning Commission Liaison – Trustee Coleman
September Planning Commission Liaison – Trustee Jack
October Planning Commission Liaison – Trustee McDonald

Item #2: Approval of Agenda

TRUSTEE STAFFORD MADE A MOTION TO APPROVE THE AGENDA WITH THE ADDITION OF 2A, CONSENT ITEMS, SECONDED BY TRUSTEE BRISTOL. MOTION CARRIED UNANIMOUSLY.

Item #2A: Consent Items:

- a. Approval of Minutes – May 14, 2009
- b. Payment\Ratification of Bills – May 2009

TRUSTEE STAFFORD MADE A MOTION TO APPROVE THE CONSENT ITEMS, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Item #3: Request for Business License – International Stoneworks – Ronald Turenne

The process is fully automated, not noisy, a clean operation. The majority of the water is recycled. Hours of operation – 7 am to 3\5 pm.

TRUSTEE JACK MADE A MOTION TO APPROVE THE BUSINESS LICENSE FOR INTERNATIONAL STONEWORKS, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Item #4: Request for Business License – Body Therapy – Holly Sly
Has been the business for 19 years.

TRUSTEE JACK MADE A MOTION TO APPROVE THE BUSINESS LICENSE FOR BODY THERAPY, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Item #5: Skyline Graphic Services\Auxiliary Graphic Equipment – Robert Bowers
Two separate companies. Skyline Graphic Services is a printing press service that removes\installs presses, modify, enhance and rebuilds equipment.

Auxiliary Graphic Equipment buys and sells used printing presses for companies such as newspapers, directory and commercial presses.

TRUSTEE JACK MADE A MOTION TO APPROVE THE BUSINESS LICENSE FOR SKYLINE GRAPHIC SERVICES\AUXILIARY GRAPHIC EQUIPMENT, SECONDED BY TRUSTEE REYNOLDS. MOTION CARRIED UNANIMOUSLY.

Item #6: Committee Reports

Mayor Cressman – Mayor’s Report - excused

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Trustees Bristol and McDonald – Parks and EDC

1. Jan and Della have been going to the Grant meetings with Colorado Springs. The first category grant applications have been reviewed. There several more categories yet to be reviewed. The committee’s recommendations will be forwarded to the Board of County Commissioners. Upon their approval, the grantees will be notified of their status.
2. We have decided to purchase a shed for the equipment needed for the parks. The price will be about \$2400.
3. Columbine festival is scheduled for this Sat with Latigo playing. What a treat.
4. The fireworks committee has been working hard to get everything in order for this enormous celebration. Sean Cash, working with the Green Panthers and Brian, Tri-Lakes Disposal, will be manning recycle stations during the 4th of July event.
5. Miles has been getting the Bill Crawford gardens planted.
6. Rebecca Duke has organized a group of volunteers that will be working on planting gardens at the gazebo on the north end of Centennial Park.

Trustee Coleman – Fire

PLVFD CALLS:

	<u>MAY</u>	<u>2009</u>
Medical Calls	9	41
Fire Calls	2	21
Wildland Fire Calls	7	20
Traffic Accidents	2	7
Public Assist	0	0
Public Contact	0	7
Other	0	6
Total Calls	20	101
	====	=====
Mutual aid rendered to other fire departments	8	38
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1. Firefighter Shana Ball graduated from the Paramedic course at Pikes Peak Community College. She now needs to do a 625 hour internship after which she will become a state certified paramedic.
2. A grant application was submitted to FEMA for 5 sets of firefighting gear. This is greatly needed as our last sets of gear were purchased about 7 years ago and are showing signs of wear and tear.
3. Asst Chief Greg Lokken put on a state certification class for emergency vehicle Driver/Operators. 7 department members took the class and will be testing in early June.

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

Trustee Jack – Roads

Road Report- June’09

- Attended 2 “Community Forums”
- Sent a revised application to CDOT reducing the “takeover” area to the “Downtown Corridor.” (From Vale St to the northern City Limits) but kept the 1.3mil amount. No formal response at this time.
- Began comprehensive pot hole repairs. Placed about 15 tons of cold patch to date.

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- Began our dust control program. So far, we've distributed 9,000 gallons of mag chloride.
- Began snow equipment repairs.
- Contacted IREA concerning the pole relocation on Upper Glenway. They'd like to see exactly where we'd like the pole to be placed (a plan) and implementation of the easement agreement.
- Assisted Park & Rec with equipment work around the north shore of the lake.
- Met with Fireworks committee members concerning the tractor pull area prep.
- Contacted Monument regarding the cost of an overlay on Old Denver Highway. Will be contacting the same company to determine the cost of a similar overlay on County Line Road.

Safe Routes to School Update

Our contract has designated \$36,925 for Design
 \$14,000 for Utilities
\$179,628 for Construction
 \$230,553 total amount of grant

- ❖ To date the expenditures for Design have been \$59,133.47. Of the total expended amount, we are asking for \$30,344.46 in reimbursement. The balance of \$28,789.01 is being absorbed by the roads department in order to more 'on the ground' construction money available. The overage is mostly due to CDOT hydraulic engineering concerns of runoff going over Highway 105. After 4 months of discussions and engineering ideas, it was finally determined that runoff currently goes over Highway 105 and no further requirements are necessary.
- ❖ Recently, there were some Right of Way issues that required our preliminary surveyor to enhance some of the work that had already been done. It will require some permanent and temporary easements to be completed before we can get the "Notice to Proceed" in order to allow the bidding process to start. The surveyor and the engineers are in the process of getting the easements to CDOT.

Trustee Stafford – Water

SW Total Gal	2,408,000	Acre Ft	7.39
Well A2 Total Gal	2,860,000	Acre Ft	8.78
Well D2 Total Gal	2,334,000	Acre Ft	7.16
Total Gal Produced	7,602,000	Acre Ft	23.33

Gal / Day Avg	245,226	Acre Ft	0.75
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Excess credit / deficit

1 - 31 May	0	Acre Ft	0
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Income

Water Revenue	51,835.66
Late Charges	1,590.00
	\$53,425.66

Expenditure

Water Admin	21,469.56
Water Operations	16,307.38
	\$37,776.94

Water Cap

Income	\$2,510.15
Expenditures	\$19,516.92

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There is plenty of water coming from the Reservoir this month but it is so turbid (silt, dirt, etc) that we cannot make water from our ailing surface plant. We are pumping water from both of our wells. The planned new water plant would be able to treat this water. This water is costly because of the electricity required to raise the water from our deep wells. Our electric bill for May was \$5465.01. Our loan for the new Surface Water treatment plant has been approved. We still have a few more hurdles before we are able to start construction but we are moving forward.

I attended a regular meeting of the PPRWA and a work meeting both meetings discussed the Colorado Springs Southern delivery system and how it will affect the Tri Lakes area. The next meeting will be held in the Monument town hall 17 Jun 2009 at 8:30AM.

I attended the February Fountain Creek Watershed meeting. The sand and gravel plant issue has been tabled awaiting more information. It is expected to be continued in the August meeting. Discussion continued on the Technical Advisory Group and the Citizens Advisory group. The next meeting will be 26 Jun 2009 at 10:00 AM in the Fountain town hall.

Trustee Reynolds – Police

- The Department successfully completed the Click It or Ticket May Mobilization from May 18 – May 31 as part of a state-wide effort to remind drivers and passengers of the importance of Colorado seat belt laws.
- Sgt. Tezak has been working on the 4th of July Traffic control and Crowd planning with outside agencies. Monument Police Sergeant Mark Owens is assisting Sgt. Tezak with obtaining Police Officers from the Regional Response Team to assist Palmer Lake with the much larger turnout anticipated due to Memorial Park and Larkspur canceling their festivities.
- Police Department basement carpeting was removed by Mike Berreth and Dan Orcutt due to flood damages. Flooding problem is still an issue as we have not come up with a permanent solution to alleviate the problem.
- The Tri-Lakes Women's Club grant was approved in the amount requested and equipment is in the process of being ordered. Their generosity is greatly appreciated.

Staff: Clerk Gray

Attended the following meetings:

PPRWA
CDAB
Several fireworks meetings

The main thing I would like to discuss is the Filter Plant Loan:

Been in contact with :

Colorado Water Resources & Power Development Authority
Bond Attorney, Blake Jordan
Legal Attorney, Larry Gaddis

Steve and I have both been in contact with TetraTech
TetraTech is ready to begin working on the final engineering design.

Both Attorney's will need to give a written opinion
Financial information needs to be submitted to Attorney Jordan for his review.
Attorney Jordan will supply the town with the emergency Ordinance authorizing the loan.
The target date for the preliminary documents being sent to CWRPDA has been set for June 18.

The final engineering design will need to be approved by the state.
Then the actual work can be started.

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When the Ordinance has been reviewed by the State and received by the town, it is suggested that we call a special council meeting to approve the Ordinance.

Right now we need to establish at least two authorized officers who can take action and be authorized to withdraw funds. It is my understanding that no funds will be given directly to the town. All requests for payments will need to be submitted to the authority.

Per Exhibit A – Paragraph (3) – Operations and Maintenance Reserve Fund – We shall maintain a ... reserve amount equal to three months of O & M expenses.

Paragraph (4) – In the event that the Gross Revenue ... is not sufficient .. within 90 days of the end of the fiscal year... the town shall cause an independent firm to do a rate study.

It is staff's recommendation, based on data available and the stipulations of the paragraphs above, that at the special meeting, we impose an emergency resolution enacting the amount to be set aside for the repayment of the loan.

Item #7: Resolution 1 – 2009 – Adopting by Reference the Colorado Model Municipal Records Retention Schedule

A summary documentation of the retention schedule was received by board members, but without the actual Resolution being on hand a decision was made to table this item to the July meeting.

TRUSTEE JACK MADE A MOTION TO TABLE RESOLUTION 1 – 2009 UNTIL THE JULY 2009 MEETING, SECONDED BY TRUSTEE BRISTOL. MOTION CARRIED UNANIMOUSLY.

Item #8: Public Input

Jeff Hulsman reported that the fishing derby went well this year with an approximate 375 – 500 present. The lake was stocked two weeks before the event. Due to spring runoff the ph level was too high for DOW to restock 2 days before the event.

The ATL authorized money to help offset legal expenses regarding issues related to filling the lake. Sara Hulsman presented the town with a check in the amount of \$1,000.

Thank you for the update of the SR2S grant.

Audit – Trustee Jack responded he had put out requests for bids to five auditing companies. Only one responded that they would be interested in submitting a bid for the 2009 audit in 2010.

Richard Allen asked why it took so long to put the audit out to bid. Trustee Jack explained that council had made that decision during the May council meeting and that he had acted on the direction within a week.

Trustee Stafford presented a request by Trish Flake, Raspberry Mountain, to have the water bill for 180 Columbine reduced from \$465 to \$189 stating that this was forced sale to avoid foreclosure and that the bank would only pay \$189.

Town staff had offered to remove the \$105 accumulated late fees.

TRUSTEE STAFFORD MADE A MOTION TO APPROVE THE REQUEST FOR AN ADDITIONAL \$171 TO BE REMOVED FROM THE WATER BILL FOR 180 COLUMBINE ROAD. MOTION DIED FOR LACK OF A SECOND.

TRUSTEE STAFFORD MADE A MOTION TO ENTER EXECUTIVE SESSION AT 8:29 FOR PERSONNEL ISSUES, SECONDED BY TRUSTEE JACK.

TRUSTEE STAFFORD MADE A MOTION TO EXIT EXECUTIVE SESSION AT 8:33, SECONDED BY TRUSTEE BRISTOL.

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TRUSTEE STAFFORD MADE A MOTION TO ADJOURN AT 8:35 PM, SECONDED BY TRUSTEE BRISTOL. MOTION CARRIED UNANIMOUSLY.

Approved as written or amended this 9th day of June, 2009.

Nikki McDonald, Mayor Pro-tem

Della Gray, Town Clerk