

RECORD OF PROCEEDINGS

OCTOBER 9, 2008

The Palmer Lake Town Council meeting was called to order by Mayor Cressman at 7:05 p.m., October 9, 2008.

Attendees: Trustees: Mayor Cressman
Bristol
Coleman
Jack
McDonald
Stafford
Reynolds
Attorney: Gaddis
Audience: 13

Pledge of Alliance: Trustee Coleman

October Planning Commission Liaison – Trustee Reynolds (No meeting)
November Planning Commission Liaison – Mayor Cressman (November 12 and 19)
December Planning Commission Liaison – Trustee Bristol (December 10 and 17)
January Planning Commission Liaison – Trustee Coleman

Item #2: Approval of Agenda

Mayor Cressman requested the agenda be amended to include an Executive Session based on legal advice and personnel issues.

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

Item #3: Consent Items:

- a. Approval of Minutes – September 11, 2008
- b. Payment\Ratification of Bills – August 2008
- c. Business License – Done Deal Publishing, Inc.

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

Item #4: Palmer Lake Elementary School – 2nd Grade

2nd Grade Teacher Linda Wilson explained that as part of their school curriculum, the students were looking for ways to bring the community together to solve problems. Sabryna Nussbaum, representing the 2nd Grade classes, asked for council assistance in putting up deer crossing signs along Highway 105.

Mayor Cressman responded that council appreciated their concern and that the town would do whatever was possible to honor their request, but that Highway 105 is controlled by the State of Colorado. Mayor Cressman asked Bob Radosevich to contact CDOT and see what could be done to help with their request.

Item #5: Appointment of Planning Commission Member – Bob Kirby

Bob gave a brief statement of his involvement within the community:

- 6 year resident
- Secretary to the Historical Society
- 1.5 years with the PLVFD

TRUSTEE McDONALD MADE A MOTION TO APPOINT BOB KIRBY TO THE PLANNING COMMISSION, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Item #6: Committee Reports

RECORD OF PROCEEDINGS

Mayor Cressman – Mayor’s Report

Mayor Cressman reported that revenues are down. That all communities are facing the same problems.

Trustees Bristol and McDonald – Parks and EDC

Trustee McDonald report that Jan and I went to the wrap up meeting of the fireworks committee. It seems a lot of the volunteers are tired and wanting to step down. We want to thank the entire fireworks committee for all the work they have done and are continuing to do. We will have a social get together at Pinecrest on the 21st of October from 5:00 till about 7 or so in the Lodge. We will have appetizers and spirits. Please anyone come who would like to get involved with the fireworks celebration we need a lot more volunteers.

Trustee Bristol stated that they will begin the planning for 2009 in January, at the latest.

Trustee Coleman – Fire

2008 CALLS:

	<u>MTD</u>	<u>YTD</u>
Medical Calls	8	94
Fire Calls	0	35
Wildland Fire Calls	5	44
Traffic Accidents	1	12
Public Assist	1	17
Public Contact	0	10
Other	0	33
Total Calls	15 ====	245 =====
Mutual aid rendered to other fire departments	5 ====	71 =====

1. The Firefighter I Class started September 23rd and will continue into December. 4 PLVFD members are in the class, along with 6 members from Black Forest FPD.
2. This is Fire Prevention Week! October 5th through October 11th.
3. PLVFD’s Open House was held Saturday, October 4th. Fire safety information was available, along with refreshments.
4. PLVFD members will teach fire safety to kindergartners on Wednesday, October 15th at the Fire Station.
5. The PLVFD has started sending out bookmarks including fire safety information with the water bills each month.
6. PLVFD members will hand out candy at the Fire Station on Halloween.
7. PLVFD members will host the Annual Chili Supper and Star Lighting on Saturday, November 29th at the Town Hall beginning at 5:00pm. Donation request letters will be mailed shortly.

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

Trustee Jack – Roads

- We installed a concrete ditch on the west side of High St. from Brook to Milton. About 250 feet @ the cost of about \$ 4900.00. This is the beginning of our drainage plan of controlling the drainage and preserving the roads in this area. This will create a safer driving area and help protect property. It will also create cleaner run-off allowing less silt to go into the creek.
- Continued road and ditch maintenance in preparation of winter.
- Continued equipment preparation and installation.

Safe Routes to School - Bob Radosevich

RECORD OF PROCEEDINGS

- ❖ Met with RTW to review draft plans for the sidewalks and drainage in the school area. The final plans for Phase 1 should be ready for CDOT by the end of next week. Those plans will be reviewed by CDOT and then a “Notice to Proceed” (NTP) will be issued. We can then begin the Environmental, Right of Way (ROW), and Utility clearances. IREA has agreed to move a couple of poles that are in the ROW at their expense.
- ❖ During the NTP process, we intend to have PUBLIC MEETINGS to inform the affected neighborhoods concerning the construction in front of their properties.

Trustee Stafford – Water

2008 September Water Report - Max E. Stafford.

SW Total Gal	4,018,000	Acre Ft	12.33
Well A2 Total Gal	2,153,000	Acre Ft	6.61
Well D2 Total Gal	1,132,000	Acre Ft	3.47
Total Gal Produced	7,303,000	Acre Ft	22.41

Gal / Day Avg	236,000	Acre Ft	0.75
----------------------	---------	------------	------

Excess credit / deficit

1 - 30 September	0	Acre Ft	0
-------------------------	---	------------	---

Income

Water Revenue	46791.72
Late Charges	855.00
	<u>\$47,646.72</u>

Expenditure

Water Admin	23378.23
Water Operations	24286.35
	<u>\$47,664.58</u>

Water Cap

Income	0.00
Expenditures	4145.90
	<u>-\$4,145.90</u>

This month I attended a meeting of the PPRWA, A seminar on pharmaceuticals in the drinking water, Fireworks committee meeting, and met with Ms. Firth from RTW about the financing for the upgrade of our water treatment plant. Ms Firth indicated that it would take about two years to complete the steps required to get the loan necessary. It will take approximately \$35,000.00 for engineering and support to obtain this loan. The surface water treatment plant will not last long enough in its present condition to meet the water requirements for the town. I believe that it is in the town’s best interest to repair our present plant while pursuing the funding for the upgrade of the system.

Mr. Orcutt is in the process of ordering several valves to allow the shut off of parts of the water distribution system for repair of the water system. These valves are estimated to cost \$27,000.00.

Trustee Reynolds – Police

- ❖ **New Reporting System update.** A tentative decision was made to go with Spireline last month. A contract was provided to us. Since that time, Spireline advised that they needed more time to create provide the services agreed to provide. I have since notified Spireline and informed them that we will not be using their services at this time.

RECORD OF PROCEEDINGS

- ❖ **Lap Top computers for mobile Dispatch.** The newly purchased mobile computers are now loaded with the necessary programs and are ready for us to go on line with mobile Dispatch from the Sheriff's Department. Our department is scheduled for training at the 911 center on October 20, 2008 to start using the program. As I reported last week, we received a gift of two used laptop computers from regional building. Last week I gave one of those computers to the fire department to replace some old non working equipment. These older computers are in need of chargers.
- ❖ **Potential New Vacancy.** As reported last month, Officer Joe Lundy is still in the background testing phase of being hired by The Monument Police Department. I have been told that process is wrapping up, and we should soon have a firm answer as to if and when Officer Lundy will be leaving us. We will be looking for a new officer as soon as we have his official resignation.
- ❖ **Bike Rodeo.** On October 4, 2008 from 1000- 1200 our office conducted a bicycle safety/ rodeo program at the parking lot of the elementary school. Palmer Lake Police officers and other members of the community assisted with this fun educational experience for several youth from our community. State Farm Insurance, Balanced Rock Bike Shop, and the local Masonic Lodge also assisted. This safety program will help us to comply with the sidewalk grant received by the Town of Palmer Lake. A \$500 grant was received to purchase helmets for the kids from the Regional Building Department. Our office still has some helmets left over for any child who may need one. Any child who needs a bicycle helmet can stop by the Police Department. We will be happy to provide a certificate for that child to go to the Balance Rock Bike Shop and obtain a new bike helmet.
- ❖ **Elementary School Field Trip.** On September 25, 2008 approximately 50 young students (mostly 2nd graders) came to visit our police department along with the fire department and public library. During this visit, the second grade gave me a stack of letters written by each student. In reading the letters, the students believe that there is a need for more "deer crossing" warning signs throughout our town. The letters were delivered to the Town Clerk to be read as correspondence to the town council.
- ❖ **Training.** On September 29, 2009 Officer Terri Lenhard attended a 40 hour training session at the CBI crime lab in Pueblo. This training was offered at no charge by the Colorado Bureau of Investigation. On September 29, 2008 Officer Phil Donner attended an 80 hour level 3 traffic accident reconstruction course provided by the Arapahoe County Sheriff's Department. During their absence the past couple of weeks, I personally worked several shifts (day and night) in order to maintain twenty-four hour coverage.

Bob Miner – Fountain Creek Watershed - excused

Jeff Hulsmann – Fireworks

He stated that he would be stepping away from the committee and hopes that new people will come forward to carry on the work of the committee. This will be his last report to council.

Jeff Hulsmann – Awake the Lake

Jeff asked for the status of the meeting with the State Engineer. It was his opinion that we should be moving water from the reservoir into the lake now.

Staff: Clerk Gray

Our October 8 – Walk\Bike to School was a great success. Approximately 50 students and parents participated. Our theme was Storybook Characters.

I would like to thank:

RECORD OF PROCEEDINGS

Jen Martin, Gina Milojevic and Melissa Gray for helping to organize the event and putting on costumes.

Students from the Lewis Palmer Junior National Honor Society for their participation and the Lewis Palmer TV crew for filming the event.

Mayor Cressman for his role as moderator.

Palmer Lake Volunteer Firemen for showing up as Sparky and a Fireman.

Ivywild Costumes of Colorado Springs for partnering with us.

And the Palmer Lake Police Department for help in closing the road.

And thanks goes to the parents who brought their children to the Village Green in support of our event.

Although this is not actually part of a committee report, I find the following interesting:

Recyclables:

Most plastic is recyclable. If the diamond on the bottom has a number 1 through 7, then it is recyclable.

Clear Plastic Water\Juice bottles – Dressing for salads	#1
White Vitamin bottles, yogurt containers	#2
Haven't found this one yet	#3
Haven't found this one yet	#4

Coat hangers when you by clothing,	
Gallon jugs of Arizona Tea	#5
White Styrofoam take home restaurant boxes	#6
And I haven't found	#7

Trustee Bristol and several others gave input on the state of recycling. It was the general opinion that it would be good to have plastic and other recycling in Palmer Lake along with the recycle bins located at the elementary school.

Item #7: Ordinance 6-2008 Vacating a portion of Alameda Ave
David Wilson & Richard Kile – Betty Craig/Walker

Trustee Coleman recused himself due to possible conflict of interest.

TRUSTEE McDONALD MADE A MOTION TO APPROVE ORDINANCE 6-2008 VACATING A PORTION OF ALAMEDA AVE, SECONDED BY TRUSTEE JACK. MOTION CARRIED UNANIMOUSLY WITH TRUSTEE COLEMAN ABSTAINING.

Item #8: Ordinance 7-2008 Vacation portions of Clio and El Moro Avenues
Tom Day (Bob Nance, John Drew, Jeff Houchin & Carrie Block)

Roads Supervisor Bob Radosevich and Dave Austin (residing across Virginia Avenue from the proposed Vacation of Right-away and the Vacation and Replat) met on site. The town will enlarge the ditch up to where the private property ends. A retention pond will be installed along Virginia Ave. creating a larger collection area before the water hits the existing culvert located at the rear of Mr. Austin's property.

TRUSTEE McDONALD MADE A MOTION TO APPROVE ORDINANCE 7-2008 VACATING PORTIONS OF CLIO AND EL MORO AVENUES, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Item ##: Amending the Agenda

Due to a clerical error, the agenda needs to be amended to include the Vacation and Replat, Morgans Meadow, as requested by Tom Day.

TRUSTEE McDONALD MADE A MOTION TO AMEND THE AGENDA AS LISTED, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Item #8A: Vacation and Replat – Morgans Meadow – Tom Day

RECORD OF PROCEEDINGS

Trustee Coleman requested the final mylar include the individual parcels that were being created by the vacation of portions of Clio and El Moro Avenues be included. Trustee Coleman will work with Mr. Day.

TRUSTEE McDONALD MADE A MOTION TO APPROVE THE VACATION AND REPLAT – MORGANS MEADOW SUBJECT TO THE FINAL MYLAR BEING ACCEPTABLE TO THE MAYOR, SECONDED BY TRUSTEE REYNOLDS. MOTION CARRIED UNANIMOUSLY.

Item #9: Resolution 4-2008 – Safer Initiative

After reviewing Resolution 4-2008 that was provided by El Paso County, a decision was made not to approve the resolution, as written, but to support the initiative with a resolution by motion.

TRUSTEE JACK MADE A MOTION TO SUPPORT EL PASO COUNTY INITIATIVE 1A, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED, 6 AYES, 1 NAY.

Item #10: Ordinance 5-2008 – Modifying the Water Rates for the Town of Palmer Lake and adding a Water Capital Improvement Charge.

10% increase in basic fee

10% increase in usage rates

10% increase in current basic fee for water capital improvement charge.

TRUSTEE STAFFORD MADE A MOTION OF APPROVE ORDINANCE 5-2008, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Item #11: Ordinance 8 – 2008 – Ordinance for Supplemental Budget and Appropriation

With the current shortfall in revenue and the overages in various departments, it is necessary to appropriate money from the general fund emergency fund in the amount of \$75,000 and to borrow \$45,000 from the Roads 1. Supplemental Fund and \$10,000 from the Fire .5 Supplemental Fund. (A complete copy of Ordinance 8-2008 is available from the Town Office upon request.)

Item #12: Ordinance 9-2008 – Ordinance for Budgetary Transfers

Ordinance 9 sets forth what departments will be receiving the benefits created by Ordinance 8-2008.

TRUSTEE JACK MADE A MOTION OF APPROVE BOTH ORDINANCE 8-2008 AND ORDINANCE 9-2008, SECONDED BY TRUSTEE BRISTOL. MOTION CARRIED UNANIMOUSLY.

Item #13: Preliminary Budget – 2009

Clerk Gray presented the preliminary budget along with the September 30, 2008 monthly status report. All department heads, with their commissioners, will be meeting with the town clerk for additional input towards the final budget.

Item #14: Public Input

Further input was given regarding locations for recycling.

TRUSTEE McDONALD MADE A MOTION TO ENTER EXECUTIVE SESSION AT 9:14 PM, SECONDED BY TRUSTEE BRISTOL. MOTION CARRIED UNANIMOUSLY.

TRUSTEE JACK MADE A MOTION TO EXIT EXECUTIVE SESSION AT 10:08 PM, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

TRUSTEE JACK MADE A MOTION TO ADJOURN AT 10:09 PM, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Approved as written or amended this 13th day of November, 2008.

RECORD OF PROCEEDINGS

John Cressman, Mayor

Della Gray, Town Clerk