

RECORD OF PROCEEDINGS

DECEMBER 11, 2008

The Palmer Lake Town Council meeting was called to order by Mayor Pro-tem McDonald at 7:05 p.m., December 11, 2008.

Attendees: Trustees: Mayor Cressman - excused
Bristol
Coleman
Jack
McDonald
Stafford
Reynolds - excused
Attorney: Gaddis
Audience: 14

Pledge of Alliance: Mayor Pro-tem McDonald

January Planning Commission Liaison – Trustee Coleman
February Planning Commission Liaison – Trustee Jack
March Planning Commission Liaison – Trustee McDonald

Item #2: Approval of Agenda

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

Item #3: Consent Items:

- a. Approval of Minutes – October 9, 2008
(no meeting was held in November 2008)
- b. Payment\Ratification of Bills – October, 2008
- c. Payment\Ratification of Bills – November, 2008

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

Item #4: Committee Reports

Mayor Cressman – Mayor’s Report - excused

Trustees Bristol and McDonald – Parks and EDC

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	115
Fire Calls	0	38
Wildland Fire Calls	4	53
Traffic Accidents	1	14
Public Assist	0	18
Public Contact	1	12
Other	0	35
Total Calls	14	285
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Mutual aid rendered to other fire departments	6	84
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1. PLVFD members hosted the Annual Chili Supper and Star Lighting on Saturday, November 29th. It was a great success, thanks to many of our volunteers. Thanks also to Nikki McDonald, and Della, Kathy and Tara from the Town office for their help.
2. PLVFD Fire Elves will transport Santa to Santa's Breakfast at the Palmer Lake Elementary School on Saturday, December 13th.
3. PLVFD members will assist with the Yule Log Hunt on Sunday, December 14th.
4. The following 2009 Officers were elected at the PLVFD December Business Meeting:
 - a. Chief – Dan Reynolds
 - b. Assistant Chief – Greg Lokken
 - c. Fire Captain – Alex Farr
 - d. Fire Lieutenant – Kim Polonsky
 - e. Medical Captain – Shana Ball
 - f. Medical Lieutenant – Abigail Vierling
 - g. Secretaries – Vicky Baker and Jane Garrabrant

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

Trustee Jack – Roads

- Met with developer about construction next to EPC trail.
- Met with resident concerning driveway on Columbine. The Road Committee will assist in the decision.
- Set up meeting with CDOT re: drainage on Hwy 105.
- The water/mag distributor tank is in need of repairs for next season. The tank has a large crack in it and the ignition switch is out. The cost is approx. \$4,400.00. This will include a new tank (installed) and upgrading the controls to in-cab. This will prevent corrosion issues and safety concerns.
- General road repairs. Potholes & grading.
- Equipment maintenance & repairs.

SR2S Update:

- ❖ We are still waiting for agreement with the property owner @ Pie Corner / 105 before we can proceed with the final plans.
- ❖ I held a Public hearing for the residents to be impacted by the sidewalks in front of their property. One resident requested that Pie Corner be a 1 way street (west). A traffic count was done in that area revealing 1,169 cars in a 48 hour period. Others were concerned about parking, drainage, and location of the sidewalk.
- ❖ WE HOPE TO HAVE THE FINAL PLANS BY JANUARY.

Bob Radosevich and Trustee Jack explained the proposal made by Colorado Department of Transportation in which the Town of Palmer Lake could have the opportunity to adopt that portion of Highway 105 within the town limits.

The preliminary application will need to be submitted to the State by January 1, 2009. One of the criteria is for the Town Council to approve a draft Resolution of Intent.

TRUSTEE JACK MADE A MOTION TO APPROVE THE DRAFT RESOLUTION 5 – 2008, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Trustee Stafford – Water

2008 Oct / Nov Water Report - Max E. Stafford.

October

SW Total Gal	4,667,000	Acre Ft	14.32
Well A2 Total Gal	0	Acre Ft	

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Well D2 Total Gal	1,289,000	Acre Ft	3.96
Total Gal Produced	5,956,000	Acre Ft	18.28

Gal / Day Avg	192,129	Acre Ft	0.59
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Excess credit / deficit

1 - 31 October	0	Acre Ft	0
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Income

Water Revenue	44,515.86
Late Charges	1,635.00
	\$46,150.86

Expenditure

Water Admin	22,965.58
Water Operations	24,285.96
	\$47,251.54

Water Cap

Income	10000.00
Expenditures	43357.12

November

SW Total Gal	2,905,000	Acre Ft	8.92
Well A2 Total Gal	0	Acre Ft	0.00
Well D2 Total Gal	2,691,000	Acre Ft	8.26
Total Gal Produced	5,956,000	Acre Ft	17.18
Gal / Day Avg	192,129.03	Acre Ft	0.57

Excess credit / deficit

1 - 30 November	0	Acre Ft	0
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Income

Water Revenue	46,476.52
Late Charges	1,710.00
	\$48,186.52

Expenditure

Water Admin	18193.69
Water Operations	21826.56
	\$47,251.54

Water Cap

Income	\$2,876.15
Expenditures	\$0.00

Our rate increase was put into effect on the first of November. I received a request that the new rate structure be printed on the bill. This should be seen on the January bill.

The surface water treatment plant was off for replacement of valves for 9 days during the month of November. Replacement valve rebuild kits were found purchased and installed. Mr. Orcutt is to be commended in his diligence in finding a source for these kits. They were obtained and installed saving considerable money over refitting new valves into our old system. Testing will be completed soon to tell us the state of the filter media inside the system.

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We are continuing the process of pursuing the funding for the update of our surface water treatment plant.

Trustee Reynolds – Police (Chief Ferrin)

❖ **New Reporting System update.**

A decision was made to go with the Eforce reporting system. This system will not only meet our needs in providing a reliable records system for the Police Department, it will also do the same for municipal court. The total price for a law enforcement reporting system along with a court reporting system will cost \$250 per month. This company is willing to provide the program immediately for no charge until next year. We are now training on this system and as of January 1, 2009 we will be using the Eforce system.

❖ **Lap Top computers for mobile Dispatch.**

We are now utilizing the two lap top computers for most officers. There have been a few glitches to work out with the new system, but this program with built in GPS dispatching should help us in providing quicker emergency responses along with a much more efficient system of keeping track of officers' work loads.

❖ **Filled Vacant Position.**

We have finished the hiring and background process on filling the vacant position with the Department. As a result I am submitting the name of Alan Sekowski to the board for approval for hiring as a full time police officer. Mr. Sekowski was a former Deputy with El Paso County where he worked in the jail for three years. Mr. Sekowski comes highly recommended by El Paso County. If it were not for budget constraints they would like to hire him back. I would like to start the training process immediately with the approval of the Town Council.

The selection process also identified another highly qualified candidate who should also be an excellent resource to the department. Officer James Deyoe brings 20 years of law enforcement service to the department. Officer Deyoe is a certified firearms instructor, FTO, DUI, Radar instructor, along with many other certifications. Officer Deyoe has agreed to work in a part time capacity helping to provide necessary Field Training to Officer Sekowski, along with helping to fill in shifts when needed.

❖ **Training.**

In November, Sergeant Nikki Tezak completed an 80 first line supervision school offered by Arapahoe County. This is the first type of supervisory training Sgt. Tezak has received. The Town of Palmer Lake should benefit greatly from this training.

❖ **Vehicles.**

Last November I investigated costs in purchasing new or used vehicles to replace the tired and broken vehicles in the department fleet. I also investigated repairing the existing fleet. With the current status of the Town Budget, a decision was made to refurbish all of the older Police Department vehicles. Al Serra Chevrolet has agreed to go through all of the older police vehicles to repair and replace worn and suspect parts at a reduced shop rate along with providing a discount for parts. This work also comes with a GM warranty and has saved the Town a tremendous amount of money. At the time I am writing this report, the Blazer and the '05 Impala have been finished. The 2001 Impala is currently being refurbished.

Chief Ferrin presented Alan Sekowski, as full-time officer, and James Deyoe, as part-time officer, to the board for approval.

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TRUSTEE JACK MADE A MOTION TO APPOINT ALAN SEKOWSKI AS A FULL-TIME OFFICER AND JAMES DEYOE AS A PART-TIME OFFICER, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Clerk Gray administered the oath of office to both officers.

Bob Miner – Fountain Creek Watershed

Bob presented a copy of the Fountain Creek Watershed IGA between El Paso and Pueblo Counties. Bob will draft of list of his concerns regarding the IGA.

Jeff Hulsmann – Awake the Lake - excused

Staff: Clerk Gray

Meet with Ann Nichols and Linda Firth regarding the possibility of obtaining a loan for the filter plant. The meeting was informative. A call will need to be made to our auditor and depending on the outcome, we may need to amend the 2009 budget. This will be explained at the next monthly meeting.

Attend the Community Block Grant meeting held by El Paso County. A letter of intent to apply will need to be submitted by December 17, 2008. I will get with Bob Radosevich for input on the scope and cost.

Item #5: Request for Vacation and Replat – Chuck Pyle & Roger Ward
71053-07-004 + 71053-07-014
Represented by Jerry Hannigan

There will be no impact on any roadways or right-of-ways. This will allow Mr. Pyle to show true ownership of the portion of land on which his deck is currently built and will allow him to expand his home.

TRUSTEE JACK MADE A MOTION TO APPROVE THE VACATION AND REPLAT AS NOTED ABOVE, SECONDED BY TRUSTEE COLEMAN. MOTION CARRIED UNANIMOUSLY.

Item #6: Ordinance 10-2008 – Adopting the Budget for Fiscal Year 2009

TRUSTEE JACK MADE A MOTION TO APPROVE ORDINANCE 10-2008 ADOPTING THE BUDGET FOR FISCAL YEAR 2009, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Item #7: Ordinance 11-2008 – Appropriating Sums of Money for the 2009 Budget Year

TRUSTEE BRISTOL MADE A MOTION TO APPROVE ORDINANCE 11-2008 APPROPRIATING SUMS OF MONEY FOR FISCAL YEAR 2009, SECONDED BY TRUSTEE JACK. MOTION CARRIED UNANIMOUSLY.

Item #8: Public Input

Jane Garrabrant, Fire Department member, read a letter regarding a discussion that was held during the workshop budget meeting.

TRUSTEE JACK MADE A MOTION TO ADJOURN AT 8:38 PM, SECONDED BY TRUSTEE STAFFORD. MOTION CARRIED UNANIMOUSLY.

Approved as written or amended this 8th day of January, 2009.

Nikki McDonald, Mayor Pro-tem

Della Gray, Town Clerk