

## RECORD OF PROCEEDINGS

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### TOWN OF KREMMLING SPECIAL TOWN BOARD MEETING March 20, 2024

The Board of Trustees, for the Town of Kremmling, met in the Boardroom located at 200 Eagle Avenue, Kremmling, Colorado 80459. With Mayor Wes Howell presiding, the meeting was called to order at 6:00 PM. Trustees present: Jim Miller, Dave Sammons, Wes Howell, and Doug Prewitt. Staff present: Town Manager Ashley Macdonald, Town Clerk & Treasurer Teagan Serres, and Police Chief Jesse Lisenby.

**Conflicts of Interest: None.**

**Additions/ Deletions to the Agenda: None.**

#### **Correspondence:**

- Mountain Parks Electric Grant Award to the “Plank by Plank” Kremmling Wellness Center Gym Project
- Middle Park Fair & Rodeo Sponsorship Opportunities

The Board of Trustees requested to add the Middle Park Fair and Rodeo Sponsorship Opportunities to the April 17, 2024 Regular Meeting agenda for consideration.

#### **Mayoral Announcements & Proclamations:**

- Employee Recognition

Mayor Howell explained the Board of Trustees have been recognizing employees for their years of service for the past 8 months. Mayor Howell announced this evening the Town would like to recognize Rebekah Sanguinetti, Accounts Payable Clerk, for 1 year of service to the Town of Kremmling. Rebekah’s positive attitude, willingness to contribute, and insightful ideas are a valuable asset to the growth and success of our organization. The Board of Trustees thanked Mrs. Sanguinetti for her dedication and commitment to the Kremmling community.

- Board of Adjustments Appointment

Mayor Howell explained there is currently one vacancy on the Board of Adjustments and there is one application for consideration. The applicant was unable to attend the meeting, however, he attended the March 13, 2024 Special Meeting to introduce himself to the Board. Mayor Howell

asked the Board if there are any reasons why the applicant should not be appointed and the Board of Trustees reported none.

MAYOR PRO TEM SAMMONS MOTION TO APPOINT Paul Johnson to the Board of Adjustments for a term of three years. TRUSTEE MILLER SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

MAYOR HOWELL APPOINTED Paul Johnson to the Board of Adjustments for a term of three years expiring in March of 2027.

**Citizen comments. (Comments are limited to five minutes.):**

There were no citizen comments.

**Consent Agenda**

- Recordings of Proceedings for January 3, 2024, Special Meeting
- Recordings of Proceedings for January 17, 2024, Regular Meeting
- Airport Hangar Ground Lease Kremmling Airport - McElroy Airfield, Grand River Aviation
- Commercial Amendment to Kremmling Airport Hangar Ground Lease, Grand River Aviation
- Commercial Amendment to Kremmling Airport Hangar Ground Lease, OKC Hangar Investments

TRUSTEE MILLER MOTION TO APPROVE the Consent Agenda as presented. TRUSTEE WOOG SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**Staff Reports**

- Public Works & Town Engineer

The Board of Trustees had no questions or comments regarding the Public Works & Town Engineer staff report.

- Kremmling Police Department

MAYOR PRO TEM SAMMONS requested clarification regarding the amount of calls for service in the month of February. Chief Lisenby confirmed the calls for service are down compared to previous months, however, the amount of calls are consistent for the month annually.

- Town Clerk & Treasurer

The Board of Trustees had no questions or comments regarding the Town Clerk & Treasurer staff report.

- Town Manager

MAYOR PRO TEM SAMMONS requested clarification regarding interest for any current job openings. Ms. Macdonald confirmed there have been multiple inquiries for the administrative position with one applicant to date, and there have been no applications for the Patrol Officer position to date.

### **Local Liquor Licensing Authority**

MAYOR PRO TEM SAMMONS MOTION to pause the Regular Meeting of the Board of Trustees and convene as the Local Liquor Licensing Authority at 6:09 PM. TRUSTEE MILLER SECONDS. Roll call vote was taken; Trustee Miller “aye”, Mayor Pro Tem Sammons “aye”, Trustee Woog “aye”, and Trustee Prewitt “aye”. 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

1. Annual Renewal of the Moose Cafe Hotel & Restaurant License at 115 West Park Avenue.

Ms. Serres presented the annual renewal application for the Moose Cafe’s Hotel & Restaurant License and explained a review of the application found the establishment is in good standing with the Colorado Secretary of State, they are current with sales tax, and the Kremmling Police Department did not report any issues directly related to the establishment’s liquor license. The establishment has legal possession of the premises and there were no concerns during a visual inspection of the premises.

MAYOR PRO TEM SAMMONS MOTION TO APPROVE the annual renewal of the Moose Cafe’s Hotel & Restaurant License at 115 West Park Avenue. TRUSTEE PREWITT SECONDS. Voice vote taken; 4 “aye”, 0 “nay” votes. MOTION PASSED.

2. **Public Hearing:** Special Event Permit Application for Middle Park Fair & Rodeo at 210 11th Street.

MAYOR HOWELL opened the Public Hearing at 6:14 PM.

Ms. Serres presented Middle Park Fair and Rodeo’s Special Event Permit Application and explained the applicant is in good standing with the Colorado Secretary of State, is in compliance with the annual permissible Special Event Permit Liquor Licenses, has permission to use the

premises from the property owner, has paid the applicable fees to the Local Liquor Licensing Authority, and has planned to implement service control measures to restrict the scope of service of malt, vinous and spirituous liquor for the duration of the events. Ms. Serres confirmed notice of the events and Public Hearing was conspicuously posted on the premises for at least ten days prior to the consideration of the application.

TRUSTEE WOOG requested clarification if there have been any changes to prior years for these events or if there have been any concerns reported. Ms. Serres confirmed there have not been any major changes to how this special event has operated in previous years. Chief Lisenby reported he has not had any concerns or complaints regarding the Middle Park Fair & Rodeos special events.

TRUSTEE MILLER MOTION TO APPROVE the Special Event Permit for Middle Park Fair and Rodeo at 210 11th Street. MAYOR PRO TEM SAMMONS SECONDS. Voice vote taken; 4 “aye”, 0 “nay” votes. MOTION PASSED.

MAYOR PRO TEM SAMMONS MOTION to close the Local Liquor Licensing Authority and reconvene the Regular Board of Trustees Meeting at 6:15 PM. TRUSTEE MILLER SECONDS. Voice vote taken; 4 “aye”, 0 “nay” votes. MOTION PASSED.

## **New Business:**

### **1. Discussion, Direction or Action Item. Passenger Rail Coalition Update.**

Ms. Macdonald explained there has been a political push for a passenger rail system from Winter Park to Steamboat Springs. She further explained the Town had previously pushed to revive the passenger rail stop in Kremmling fifteen years ago without any success. Ms. Macdonald requested direction from the Board regarding if they would like her to spend time and effort pushing for a passenger rail system with a stop in Kremmling.

Discussion included the following topics:

- Concerns regarding the real return the Town would receive from a passenger rail stop.
- Kremmling is no longer the center of commerce it was previously when a passenger rail stop existed.
- Concerns regarding more prominent Colorado Department of Transportation projects that are more necessary in the Kremmling area.

The Board of Trustees directed the Town Manager to support the long range plan but did not wish the Town Manager to spend time and effort on rejuvenating the Kremmling passenger rail stop.

### **2. Discussion, Direction or Action Item. Comments Regarding Proposed Supplementary Rules to Northwest Bureau of Land Management (BLM) Offices.**

Ms. Macdonald explained the Bureau of Land Management is accepting comments that affect the Kremmling area regarding multiple issues and Board Members have expressed concerns regarding some of the proposed rule changes. Ms. Macdonald requested the Board of Trustees to provide direction, if any, for the Town to submit official comments regarding the proposed rule changes.

Discussion included the following topics:

- Concerns regarding the proposed rule changes expand to the abolition of firearms and shooting entirely on public lands.
- Clarification regarding any reports of issues from local authorities and businesses.
  - Chief Lisenby confirmed he has no concerns nor has had any complaints regarding local recreational shooting areas.
- Concerns regarding a few people in other areas creating problems that affect everyone. Kremmling is a small area on a large map for the proposed rules which would have an adverse effect on our community.
- Concerns regarding the creation of rules and laws that will not be easily enforced by the Bureau of Land Management.

The Board of Trustees agreed the majority of the rules make sense, however, the proposed rules regarding recreational shooting ranges will adversely affect the Kremmling community.

The Board of Trustees directed the Town Manager to make an official comment on behalf of the Town of Kremmling in opposition of the proposed rule changes to recreational shooting areas.

### **3. Discussion & Action Item. Updating Account Control Procedures.**

Ms. Macdonald explained the bank signer information needs to be updated at the Town's financial banking and investment institutions due to the resignation and appointment of a new Mayor.

TRUSTEE PREWITT MOTION TO REMOVE Grover Pryor as a bank signer and add Wes Howell as an authorized signer on all Town Accounts, including but not limited to: United Business Bank, UMB Bank, ColoTrust, and C- Safe. MAYOR PRO TEM SAMMONS SECONDS. Voice vote taken; 4 "aye" votes, 0 "nay" votes. MOTION PASSED.

### **4. Discussion & Action Item. Resolution No. 2024-03-01 A Resolution Adopting A Student Loan Assistance Policy for the Town of Kremmling.**

Ms. Macdonald presented Resolution No. 2024-03-01 and explained adopting a policy for student loan assistance will be a great tool for employee recruitment and retention. She further explained there are a few requirements before the Board may adopt a student loan assistance policy such as; a separate written plan document must lay out the terms and be available to all employees on an equal opportunity basis, the program must not allow employees to choose cash

or other benefits that would be included in gross income instead of educational assistance, eligibility requirements must be established in the policy, and eligible employees must be given reasonable notice of the student loan assistance program.

Discussion included the following topics:

- Clarification regarding the financial requirements and impacts to the organization.
  - Ms. Macdonald confirmed there is a \$5,250 annual payment cap for employer contributions. The Board must decide if the student loan assistance will be provided in lieu of retirement match contributions provided by the Town or as an additional benefit to the existing retirement match contribution provided by the Town.
- Clarification regarding current employment requirements for eligibility for benefits.
  - Ms. Macdonald confirmed after thirty days of employment full-time employees are eligible for benefits.

The Board agreed the student loan assistance program would be more attractive as an additional benefit instead of an optional benefit competing with retirement benefit contributions. They also discussed and deliberated that they would prefer to make a decision regarding the student loan assistance program with the entirety of the Board of Trustees present.

TRUSTEE MILLER MOTION TO TABLE Resolution No. 2024-03-01 until the May 15, 2024 Regular Board of Trustees Meeting. MAYOR PRO TEM SAMMONS SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**5. Discussion & Action Item. Resolution No. 2024-03-02 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from T-Mobile for the Ice Rink Light Replacement Project.**

Ms. Macdonald presented Resolution No. 2024-03-02 and explained the Public Works Director would like to apply for a no match grant to purchase new lights for the ice rink at Red Mountain Sports Complex. She further explained the light replacement was identified in the 2024 Capital Improvement Projects and was budgeted for \$25,000. Additionally, this grant application supports the 2024 - 2025 Strategic Plan by contributing to the Town’s ability to provide quality youth and adult recreation activities; and, Youth and Adult Recreation Goal number three, “Pursue funding opportunities to support the Capital Improvement Plan items at the Red Mountain Sports Complex so the projects are completed under the anticipated amount”. If the grant is awarded, the funds are anticipated to cover the majority of the costs for materials, labor, and installation.

The Board of Trustees did not have any questions or concerns regarding Resolution No. 2024-03-02.

Ms. Macdonald reported staff would like to apply for more no match grants and asked the Board of Trustees if staff may place Resolutions approving no match grants on the Consent Agenda in

the future. The Board agreed Resolutions approving no match grants may be placed on the Consent Agenda for future meetings.

TRUSTEE WOOG MOTION TO APPROVE Resolution No. 2024-03-02 as presented.  
TRUSTEE MILLER SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**Board of Trustees Reports & Future Agenda Items for Consideration:**

TRUSTEE MILLER requested clarification regarding the Board Retreat. Ms. Macdonald the Board Retreat will be April 9, 2024 at 10 AM at the Kremmling Fire Protection District building. TRUSTEE WOOG requested an update regarding a hangar rent study. Ms. Macdonald confirmed she is meeting with the Airport Advisory Committee on March 27, 2024 to discuss hangar rent within Grand County and reported she will have a presentation prepared for the April 3, 2024 Work Session. TRUSTEE PREWITT reported he will be absent for the April 17, 2024 Regular Board of Trustees meeting.

**Adjournment:**

TRUSTEE PREWITT MOTION TO ADJOURN. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MEETING ADJOURNED at 7:00 PM.

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Teagan Serres, Town Clerk

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Wes Howell, Mayor