

## RECORD OF PROCEEDINGS

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### TOWN OF KREMMLING REGULAR TOWN BOARD MEETING April 17, 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 6:04 PM. Trustees present: Jim Miller, Dave Sammons, Wes Howell, Leo Pesch, and Erik Woog. Trustees absent: Guy Bakke and Doug Prewitt. Staff present: Town Manager Ashley Macdonald, Town Clerk & Treasurer Teagan Serres, Police Chief Jesse Lisenby, Public Works Director Dillon Willson, Accounts Payable Clerk Rebekah Sanguinetti, Police Officer Doug Crocker, and Municipal Judge Ron Carlson.

**Conflicts of Interest: None.**

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

#### **Correspondence:**

- Letter of Support for Grand County Emergency Medical Services Community Directed Spending Funding Request

The Board of Trustees did not have any questions or concerns regarding the correspondence.

#### **Mayoral Announcements, Proclamations & Appointments:**

- Employee Recognition

Mayor Howell announced this April marks the one-year anniversary of Officer Doug Crocker working for the Kremmling Police Department. He explained Officer Crocker came to this agency from the Grand County Sheriff's Office at a time when KPD was struggling to provide full-time service to this community. His dedication to service and selfless actions have been instrumental in steering the Kremmling Police Department into a direction where it is a fully functioning Police Department that is able to provide 24/7 coverage for this town. Aside from helping alleviate staffing shortages, Officer Crocker's presence has greatly increased the approachability of this agency. He has gone above and beyond on many occasions to assist citizens in need. He has truly embodied the "service above self" mentality and has fit in nicely at the Kremmling Police Department and this Town. The Mayor and Board of Trustees congratulated Officer Crocker for this one-year milestone and thanked him for his hard work and commitment to the Town of Kremmling.

- 55th Annual Professional Municipal Clerks Week Proclamation

Mayor Howell proclaimed May 5th through 11th, 2024 as Professional Municipal Clerks Week and thanked Ms. Serres for the vital services she performs and her exemplary dedication to the community.

- Swearing in of Newly Elected Mayor

Judge Carlson led Wes Howell in his Oath of Office of Mayor.

- Swearing in of Newly Elected Board of Trustees Members

Judge Carlson led Jim Miller, Dave Sammons, and Erik Woog in their Oaths of Office of Trustees.

- Appointment of Planning & Zoning Commission Ex-Officio Member

Mayor Howell explained Trustee Woog was appointed as the Planning Commission Ex-Officio Member at the February 21, 2024 Regular Board of Trustees meeting and after the 2024 Regular Election, the Board may reaffirm Trustee Woog as the Ex-Officio member or select another Trustee. Mayor Howell and the Board of Trustees discussed, deliberated, and agreed to reaffirm Trustee Woog as the Planning and Zoning Commission Ex-Officio member.

MAYOR HOWELL APPOINTED TRUSTEE WOOG as the Planning Commission Ex-Officio member for a term expiring in April of 2026.

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

There were no citizen comments.

**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

The Board of Trustees had no questions or comments regarding the Kremmling Police Department staff report.

- Town Clerk & Treasurer

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

- Town Manager

The Board of Trustees had no questions or comments regarding the Town Manager staff report.

**Consent Agenda:**

- Expenditures Dated March 21, 2024 - April 17, 2024
- Recordings of Proceedings for March 13, 2024 Special Meeting
- Recordings of Proceedings for March 20, 2024 Regular Meeting
- Recordings of Proceedings for April 3, 2024 Special Meeting
- Resolution No. 2024-04-02 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from the Statewide Internet Portal Authority (SIPA) for the Website and Document Accessibility Compliance Project
- Resolution No. 2024-04-03 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from the 2024 Colorado Peace Officer Standards and Training (POST) Grant for Training Equipment for the Kremmling Police Department
- Resolution No. 2024-04-04 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from the 2025 Colorado Peace Officer Standards and Training (POST) Grant for Training Equipment for the Kremmling Police Department
- Resolution No. 2024-04-05 A Resolution Authorizing the Town Manager to Enter Into Construction Contracts for the 2024 Roadways Project
- \*Resolution No. 2024-04-06 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from the Grand County Sheriff's Office High Visibility Enforcement (HVE) Grant for Overtime Shifts for the Kremmling Police Department
- \*Resolution No. 2024-04-07 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from Colorado Intergovernmental Risk Sharing Agency (CIRSA) Law Enforcement Endowment Grant for Equipment for the Kremmling Police Department

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

## **New Business:**

### **1. Discussion & Action Item. Hometown Heroes Project Request for Support:**

Rhea Gallagher and Barb Kollar were in attendance representing the Kremmling Veterans of Foreign Wars (VFW) Auxiliary Post 9374 to present the Hometown Heroes Project Request for Support. Ms. Gallagher and Ms. Kollar explained the Kremmling VFW plans to place banners on light poles throughout the Town honoring local active military members and would like the Town's support and assistance for the Hometown Heroes Project.

The Board of Trustees agreed to support the Hometown Heroes Project and allow the use of Town light poles and staff time for the project. Ms. Gallagher and Ms. Kollar thanked the Board of Trustees and reported they may or may not come back to the Board of Trustees for a monetary contribution at a later date if needed.

### **2. Discussion, Direction or Action Item. Middle Park Fair & Rodeo Sponsorship:**

Mayor Howell reported the Middle Park Fair & Rodeo Sponsorship Opportunities was presented as Correspondence at the March 20, 2024 Regular Board of Trustees meeting and the Board of Trustees requested it be added as an action item. The Board of Trustees discussed a donation to the Middle Park Fair and Rodeo in amounts ranging from \$100 to \$1,000.

MAYOR PRO TEM SAMMONS MOTION TO APPROVE a \$500 donation to the Middle Park Fair & Rodeo. TRUSTEE PESCH SECONDS. Voice vote taken; 4 "aye" votes, 0 "nay" votes. MOTION PASSED.

### **3. Discussion & Action Item. Appointment of Town Officers:**

- a. Town Clerk & Treasurer - Teagan Serres
- b. Chief of Police - Jesse Lisenby
- c. Municipal Judge - Ronald Carlson
- d. Town Attorney - Kelly PC, Melinda Culley

Mayor Howell explained after each Regular Election the Board shall appoint a Clerk, Treasurer, Chief of Police, Town Attorney, and Municipal Judge and the votes must be casted by ballot.

Appointment of Town Clerk and Treasurer, Teagan Serres: Trustee Miller "aye", Trustee Sammons "aye", Trustee Pesch "aye", Erik Woog "aye", Trustees Bakke absent, and Trustee Prewitt absent. 4 "aye" votes, 0 "nay" votes. MOTION PASSED.

Appointment of Chief of Police, Jesse Lisenby: Trustee Miller "aye", Trustee Sammons "aye", Trustee Pesch "aye", Erik Woog "aye", Trustees Bakke absent, and Trustee Prewitt absent. 4 "aye" votes, 0 "nay" votes. MOTION PASSED.

Appointment of Municipal Judge, Ronald Carlson: Trustee Miller “aye”, Trustee Sammons “aye”, Trustee Pesch “aye”, Erik Woog “aye”, Trustees Bakke absent, and Trustee Prewitt absent. 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

Appointment of Town Attorney, Kelly PC, Melinda Culley: Trustee Miller “aye”, Trustee Sammons “aye”, Trustee Pesch “aye”, Erik Woog “aye”, Trustees Bakke absent, and Trustee Prewitt absent. 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

Mayor Howell led Ms. Serres, Chief Lisenby, Judge Carlson, and Ms. Culley in their Oath of Office.

**4. Discussion & Action Item. Appointment of Mayor Pro Tem:**

Mayor Howell explained the Board shall appoint a Mayor Pro Tem from the Trustees after each Regular Election. MAYOR PRO TEM SAMMONS reported he is happy to serve as Mayor Pro Tem again but if another Trustee is interested in the position, he would step aside. No other Trustees expressed interest in serving as Mayor Pro Tem.

TRUSTEE PESCH MOTION TO APPOINT Dave Sammons as Mayor Pro Tem. TRUSTEE MILLER SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**5. Discussion & Action Item. Airport Advisory Committee Appointment - Ashley Macdonald:**

Mayor Howell reported the Town Manager currently serves on the Airport Advisory Committee but the Mayor or a Trustee may serve on the Committee if they wish. No Board of Trustee members expressed interest in serving on the Airport Advisory Committee.

MAYOR PRO TEM SAMMONS MOTION TO APPOINT Ashley Macdonald to the Airport Advisory Committee. TRUSTEE PESCH SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**6. Discussion & Action Item. Northwest Transportation Planning Region Appointment - Ashley Macdonald.**

Mayor Howell reported the Town Manager currently serves on the Northwest Transportation Planning Region but the Mayor or a Trustee may serve on the Northwest Transportation Region if they wish. No Board of Trustee members expressed interest in serving on the Northwest Transportation Region.

MAYOR PRO TEM SAMMONS MOTION TO APPOINT Ashley Macdonald to the Northwest Transportation Region. TRUSTEE MILLER SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**7. Discussion & Action Item. Chamber Liaison Appointment.**

Ms. Serres explained no one currently serves as the Chamber Liaison, however, this appointment has been previously discussed by the Board of Trustees. She further stated that the Chamber Liaison would be the Mayor or Board of Trustees member that would attend Chamber of Commerce meetings and serve as the Liaison between the Board of Trustees and the Kremmling Area Chamber of Commerce Board. TRUSTEE PESCH reported he would like to serve as the Chamber Liaison. No other Board of Trustee members expressed interest in serving as the Chamber Liaison.

TRUSTEE WOOG MOTION TO APPOINT Trustee Pesch as the Chamber Liaison. TRUSTEE PESCH SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**8. Discussion & Action Item. Library Advisory Committee Appointment - Teagan Serres.**

Mayor Howell reported the Town Clerk & Treasurer currently serves on the Library Advisory Committee but the Mayor or a Trustee may serve as the Town representative if they wish. No Board of Trustee members wished to serve on the Library Advisory Committee.

TRUSTEE WOOG MOTION TO APPOINT Teagan Serres to the Library Advisory Committee. TRUSTEE PESCH SECONDS. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

**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 6:55 PM. TRUSTEE MILLER SECONDS. Roll call vote was taken; Trustee Miller “aye”, Mayor Pro Tem Sammons “aye”, Trustee Woog “aye”, and Trustee Pesch “aye”. 4 “aye” votes, 0 “nay” votes. MOTION PASSED.

- Annual Renewal of the Grand Old West Hotel & Restaurant License at 106 Park Avenue.

Ms. Serres presented the annual renewal application for the Grand Old West 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.

TRUSTEE WOOG MOTION TO APPROVE the annual renewal of the Grand Old West Hotel & Restaurant License at 106 Park Avenue. TRUSTEE PESCH 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 6:57 PM. TRUSTEE PESCH SECONDS. Voice vote taken; 4 “aye”, 0 “nay” votes. MOTION PASSED.

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

The Mayor or Board of Trustees did not have any reports or future agenda items for consideration.

**Adjournment:**

TRUSTEE MILLER MOTION TO ADJOURN. Voice vote taken; 4 “aye” votes, 0 “nay” votes. MEETING ADJOURNED at 6:58 PM.

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Teagan Serres, Town Clerk

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Wes Howell, Mayor