

RECORD OF PROCEEDINGS

TOWN OF KREMMLING REGULAR TOWN BOARD MEETING February 19, 2025

The Board of Trustees for the Town of Kremmling met in the Boardroom located at 203 Park Avenue, Kremmling, Colorado 80459. With Mayor Wes Howell presiding, the meeting was called to order at 6:00 PM. Trustees present: Jim Miller, Wes Howell, Erik Woog, Dave Sammons, Brad Perry, Brady Mathis, and Leo Pesch. Staff present: Town Clerk & Treasurer Teagan Serres, Public Works Director Dillon Willson, and Chief of Police Jesse Lisenby

Conflicts of Interest: None.

Additions/Deletions to the Agenda: Mayor Howell removed the Expenditures Dated February 6, 2025 - February 19, 2025, from the Consent Agenda and moved it to New Business Item #1.

Correspondence: None.

Mayoral Announcements, Appointments, & Proclamations: None.

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

Jim Miller, *10th Street*, reported that the former Mayor, Tom Clark, who served for sixteen years, recently passed away. He reflected on Clark's many years of dedicated service to the Town of Kremmling and noted that he inspired many citizens to run for election to the Board of Trustees.

Nick Baker commented on a ballot initiative to legalize and tax the sale of recreational and medical marijuana in the Town of Kremmling. He expressed a desire for the Board to discuss this issue, noting that it could generate a substantial amount of revenue for the town.

Consent Agenda

- Expenditures Dated February 6, 2025 - February 19, 2025
- Recording of Proceedings from February 5, 2025 Special Meeting

The Expenditures Dated February 6, 2025 - February 19, 2025, were removed from the Consent Agenda during Additions/Deletions to the Agenda.

TRUSTEE MILLER MOTION TO APPROVE the Consent Agenda as presented. TRUSTEE MATHIS SECONDS. Voice vote taken: 6 "aye" votes, 0 "nay" votes. MOTION PASSED.

Staff Reports:

- Public Works & Town Engineer

Public Works Director Dillon Willson reported that the plans for the Water Treatment Plant are now ninety percent complete and have been submitted to the contractor. A presentation to the Board is scheduled for a meeting in April. Additionally, he and the Recreation Coordinator met with a representative from the State Land Board to begin discussions about acquiring or leasing the Red Mountain State Land. Mr. Willson also noted that a crucial component of the Water Treatment Plant is damaged, and he will be requesting approval for its purchase at the next meeting. This expense may potentially impact the 2025 Budget, depending on the financial situation for the remainder of the year. Staff will monitor the budget closely and will recommend an amendment if necessary. The Board of Trustees expressed no concerns regarding the purchase of the replacement part for the Water Treatment Plant and directed Mr. Willson to proceed with obtaining quotes and making the purchase.

- Kremmling Police Department

Chief of Police Jesse Lisenby reported that the 2025 budget for police salaries is in good shape, thanks to the recent change to the 48/96 hour shift schedule. He also announced that Officer McGovern successfully passed his Peace Officer's Standards and Training (POST) exam today. Chief Lisenby mentioned that he will be out of town at the end of the month but will be available by phone if needed. Additionally, he noted that code enforcement and abatement efforts are ongoing at the derelict property on Range Avenue, where a significant amount of debris has been cleared. The department has also been frequently patrolling parking restrictions in Kremmling Country to assist with snow plowing services. He reported he wishes to apply for the Edward Byrne Memorial Justice Assistance Grant Program (JAG), which will be an agenda item later.

- **Town Clerk & Treasurer**

Town Clerk and Treasurer Teagan Serres reported that a significant amount of staff time has been dedicated to the hiring process for the Town Manager. She also attended the Northwest Transportation Planning Region (NWTPR) meeting, where it was announced that the Highway 9 bridge project is currently at thirty percent design, with funding beginning to be allocated for its repair. Additionally, a pre-application meeting with Planning Commission Chairman Hassler regarding a minor/major subdivision application was conducted. Chairman Hassler has offered his support in facilitating these pre-application meetings in the absence of a Town Manager. He will recuse himself from discussions as soon as an application is submitted. If the application requires Planning Commission approval, he will disclose any ex parte communication at the public hearing. He will give the applicant the option to request his recusal if they wish.

On November 15, 2024, tax liens totaling \$13,474 were filed with the Grand County Treasurer. No payments have been received yet; initial payments are not expected until March or April. The Finance Officer has completed the end-of-year payroll and accounts payable processes. All 1099s and W-2s have been completed and sent out on time for both the Town and the Sanitation District. The Utility Billing Clerk successfully implemented the utility rate increase, which has been generally well-received. Utility billing operations are functioning normally, although a small glitch regarding overage charges for multiple-unit buildings was identified after the bills were sent. The affected accounts were credited for the incorrect overage charges.

For 2024, the total sales tax revenue has been fully received. A total of \$1,673,443.95 was obtained from the State, exceeding the budgeted amount of \$1,640,000. Including payments from Grand County, the total sales tax revenue for 2024 amounts to \$1,696,206.66, resulting in an excess of \$56,206.66 above the budgeted figure. This surplus will likely cover any additional expenses or be allocated towards capital projects in 2024. A more detailed presentation and review of the final financial status for 2024 will be provided in March or April.

New Business

1. Discussion & Action Item. Expenditures Dated February 6, 2025 - February 19, 2025.

The Expenditures Dated February 6, 2025 - February 19, 2025, were removed from the Consent Agenda and moved to New Business Item #1 during Additions/Deletions to the Agenda.

MAYOR HOWELL requested clarification regarding the Community Planning Strategies on-call services invoice amounts. Ms. Serres reported that one invoice is for assistance to staff for Town-related projects or issues in the absence of a Town Manager, and the other is for a current applicant, with three applications being scheduled for public hearings.

TRUSTEE SAMMONS MOTION TO APPROVE the Expenditures Dated February 6, 2025 - February 19, 2025. TRUSTEE WOOG SECONDS. Voice vote taken: 6 “aye” votes, 0 “nay” votes. MOTION PASSED.

2. Discussion & Action Item. Resolution No. 2025-02-06 A Resolution Adopting an Amended Organization Chart for 2025.

Ms. Serres presented Resolution No. 2025-02-06 and explained that the Board previously voiced concerns regarding the currently adopted organization chart for 2025. This was discussed at the February 5th special meeting. Ms. Serres was given the direction to prepare an amended organizational chart with red lines to indicate the HR directory, add direct report lines to the appointed positions, and separate the Town Clerk and Treasurer positions. She also pointed out that direct report lines to appointed positions are to both the Town Manager and the Mayor and Trustees.

The Board of Trustees did not have any questions or concerns regarding Resolution No. 2025-02-06.

TRUSTEE WOOG MOTION TO APPROVE Resolution No. 2025-02-06 as presented. TRUSTEE PESCH SECONDS. Voice vote taken: 6 “aye” votes, 0 “nay” votes. MOTION PASSED.

- 3. Discussion & Action Item.** Resolution No. 2025-02-07 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado, Supporting the Grant Application from the Edward Byrne Memorial Justice Assistance Grant Program (JAG) for the Purchase of New Tasers.

Chief Lisenby presented Resolution No. 2025-02-07, explaining his intention to apply for a grant through the JAG program to replace the Tasers in the Police Department. Currently, no funding is allocated to the department's capital budget for this purpose. This resolution supports the Chief's grant application, which, if approved, is expected to be fully reimbursed on the condition that the budget is amended. A budget amendment will be presented to the Board if the grant is awarded to account for the unbudgeted expenses that will be reimbursed.

The Board of Trustees did not have any questions or concerns regarding Resolution No. 2025-02-07.

TRUSTEE MILLER MOTION TO APPROVE Resolution No. 2025-02-07 as presented.
TRUSTEE PERRY SECONDS. Voice vote taken: 6 "aye" votes, 0 "nay" votes. MOTION PASSED.

- 4. Discussion & Action Item.** Resolution No. 2025-02-08 A Resolution Approving a Commercial Amendment to Kremmling Airport Hangar Ground Lease for OKC Investments LLC.

Ms. Serres presented Resolution No. 2025-02-08 and explained that this airport hangar lease amendment mirrors the two that were approved at the previous meeting. This amendment permits the specific lessee to rent their hangar to other aircraft owners on a nightly or short-term basis. Similar to the previous two hangar lease amendments, the Town will not receive the additional revenue specified in the contract.

The Board of Trustees did not have any questions or concerns regarding Resolution No. 2025-02-08.

TRUSTEE WOOG MOTION TO APPROVE Resolution No. 2025-02-08 as presented.
TRUSTEE SAMMONS SECONDS. Voice vote taken: 6 "aye" votes, 0 "nay" votes. MOTION PASSED.

- 5. Discussion & Action Item.** Letter to Senators Respectfully Requesting to Amend Senate Bill 25-001.


Ms. Serres explained that she requested this agenda item. However, since the bill was passed with amendments yesterday, the letter may no longer be necessary. She reported that she is still examining the amendments in detail, but it appears that some of the concerns raised by municipal clerks regarding this bill have been addressed. Ms. Serres stated that she will complete her review of the bill's amendments and will request another letter for consideration if needed. The Board of Trustees agreed that Senate Bill 25-001 would be burdensome on the Town and affect elections and their associated costs. They requested that Ms. Serres monitor the situation and report back with any further concerns.

Board of Trustees Reports & Future Agenda Items for Consideration:

TRUSTEE MILLER reported that representatives from the Mountain Passenger Rail Program will attend the Work Session on March 5, 2025, to give a brief presentation to the Board of Trustees. TRUSTEE PESCH mentioned that Dawna Heller is no longer the president of the Chamber of Commerce Board of Directors and that the recent ice fishing tournament was successful. TRUSTEE WOOG reported that the Headwaters Trails Alliance (HTA) successfully adopted its 2025 budget, although some plans are changing due to recent adjustments in federal funding. TRUSTEE SAMMONS requested clarification on the planning processes and why staff had been directed to stop using Community Planning Strategies for assistance. MAYOR HOWELL instructed Ms. Serres to include a discussion about the planning processes on the agenda for the Board's meeting on March 19, 2025. TRUSTEE WOOG also requested to address citizen comments regarding marijuana sales and asked to add this topic to a future agenda for discussion. Finally, TRUSTEE MILLER requested an audit of the Water Treatment Plant construction planning processes. Mr. Willson confirmed that a funding report will be provided during the ninety percent presentation to the Board of Trustees.

Adjournment:

TRUSTEE SAMMONS MOTION TO ADJOURN. Voice vote taken; all “aye” votes. The meeting was adjourned at 6:44 PM.


Teagan Serres, Town Clerk
Wes Howell, Mayor