

**TOWN OF COLUMBINE VALLEY**  
**BOARD OF TRUSTEES**  
Minutes  
July 21, 2020

Mayor Palmer called the Regular Meeting of the Trustees to order at 6:30 p.m. Due to the COVID-19 pandemic and as allowed under the Towns Electronic Participation in Meeting Policy (Resolution #6, 2020), the meeting was held virtually via Microsoft Teams. Roll call found the following present:

Trustees: Roy Palmer, Bruce Menk, Kathy Boyle, Bill Dotson, Ed Icenogle, Mimi Kuchman, and Jim Tarpey

Also present: Lee Schiller, J.D. McCrumb, Angela Kelly, and Bret Cottrell

**PUBLIC COMMENT**

A letter was submitted by Sandy Graham, 3 Club Lane, encouraging the Trustees not to opt-out of the Tri-County Health Mandate.

There was no additional public comment.

**APPROVAL OF MINUTES**

**ACTION: upon a motion by Trustee Tarpey and a second by Trustee Dotson, the Board of Trustees unanimously approved the minutes of June 16, 2020.**

**REPORTS**

- A. Mayor Palmer commended the staff for a job well done on the 4<sup>th</sup> of July. He looks forward to the return of a large-scale event in 2021. The Mayor commented on a recent ride-along he participated on with the CVPD. The Mayor is pleased with the ongoing progress of the Trustee issue-oriented task forces.
- B. Trustee Menk recognized two CVPD in attendance. Trustee Menk has reviewed the recently signed legislation regarding the police and informed the Trustees of his findings. Trustee Dotson updated the Trustees on the work to date of the revenue task force; the idea of a transportation fee will be presented in the coming months. Trustee Tarpey updated the Trustees on the work of the Capital Improvement Program. Mr. Tarpey participated in a road review with staff; more information will be presented in the coming months.
- C. Mr. McCrumb reviewed his report as presented in the Trustees Packet. He informed the Trustees that a draft estate sale ordinance would be presented in September.
- D. Chief Cottrell reviewed his report as presented in the Trustees Packet. Chief Cottrell introduced Officers Roebuck and Landeis and presented Officer Landeis with a Letter of Recognition for his performance and commitment to the citizens of Columbine Valley. Chief Cottrell will be unrolling Trustee emails in the next several months.
- E. Mrs. Kelly reviewed the Town's financials as presented in the Trustees Packet.

**OLD BUSINESS**

- A. **Extend Emergency Declaration:** Mr. McCrumb presented the declaration that had been previously approved by the Board of Trustees in response to the COVID-19 pandemic.  
**ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved extending the Local Disaster Emergency Declaration for Columbine Valley dated March 24, 2020 until August 19, 2020 at which time it may reconsidered.**

- B. Extend Pandemic Mitigation Plan:** Mr. McCrumb presented the mitigation plan that had been previously approved by the Board of Trustees in response to the COVID-19 pandemic.

**ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved extending the Pandemic Mitigation Plan – Tier 3 for Columbine Valley dated March 24, 2020 until August 19, 2020 at which time it may reconsidered.**

- C. Trustee Bill #3, 2020 – Flood Plain:** Mr. Carmann presented the ordinance on 2<sup>nd</sup> reading. Mr. Carmann answered the Trustees questions.

**ACTION: upon a motion by Trustee Kuchman and a second by Trustee Tarpey, the Board of Trustees unanimously approved Trustee Bill #3, 2020 on 2<sup>nd</sup> Reading.**

#### **NEW BUSINESS**

- A. 2019 Town Audit Approval:** Mr. John-Paul LeChevallier presented the 2019 Financial Audit of the Town. Of interest was the ongoing management comment noting the importance of strict oversight by the Treasurer because of minimal checks and balances due to limited administrative personnel. The auditors have given the Town a clean financial audit. They found no misappropriation, mismanagement or fraud in the handling of any funds by staff or management of the Town. They will file the audit with the Department of Local Affairs with the State of Colorado.

**ACTION: upon a motion by Trustee Dotson and a second by Trustee Menk, the Board of Trustees unanimously approved the 2019 audit.**

- B. Resolution #7 Wilder Lan Building Permits:** Mr. McCrumb presented a resolution granting the Town Administrator the authority to sign the remaining Wilder Lane building permits on behalf of Building Commissioner and Trustee Ed Icenogle.

**ACTION: upon a motion by Trustee Tarpey and a second by Trustee Boyle, the Board of Trustees unanimously approved Resolution #7.**

- C. Tri-County Health Mask Mandate:** Mr. McCrumb presented the Tri-County Health Mask Mandate to the Trustees; no action would keep the Town under the mandate or the Trustees could choose to opt out. Opting out of the TCHD mandate would not exempt the Town from the State-ordered mask mandate. The Trustees discussed the mandate at length.

**ACTION: upon a motion and a second, the Board of Trustees voted 4-3 (Dotson, Boyle, Icenogle) in favor of opting out of the Tri-County Health Mask Mandate.**

- D. Presentation on Town Insurance Coverage:** Trustee Menk presented the Trustees with his findings upon a review of the Towns insurance coverage.

- E. Regarding the Regular Meeting on August 18, 2020:** Mr. McCrumb informed the Trustees that there would not be a quorum at the next meeting and recommended canceling the meeting of August 18, 2020.

**ACTION: upon a motion by Trustee Palmer and a second by Trustee Kuchman, the Board of Trustees unanimously approved canceling the Trustee meeting for August 18, 2020.**

**ADJOURNMENT:** There being no further business, the meeting was adjourned at approximately 9:07 p.m.

Submitted by,  
J.D. McCrumb, Town Administrator

*\* All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*

*\*\* All minutes should be considered in DRAFT form until approved by the Board of Trustees at the next regular meeting.*