

TOWN OF EMPIRE
30 East Park Avenue –P.O. Box 100 Empire CO 80438-0100
303/569-2978 – 303/569-2282 fax

Board of Trustees
July 20, 2021

1. Call to Order

The meeting was called to order at 6:35 PM.

The meeting was held through Zoom – a web-based video conferencing platform. It took several minutes to confirm that everyone could see and hear the meeting.

2. Roll Call

Present: Mayor Wendy Koch, Mayor Pro-Tem Linda Robertson, Trustee Denise Tennant, Trustee Lisa Kunze, Trustee Michael Ellington, Police Chief John Stein, Town Attorney Brandon Dittman, Town Clerk Jeannette Piel.

A quorum was present at the meeting.

3. Approval of Agenda

TRUSTEE TENNANT MOTIONED TO APPROVE THE AGENDA FOR JULY 20, 2021, TRUSTEE KUNZE PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

4. Approval of Consent Agenda. These items will be approved collectively with one vote.

- a. **Approval of Minutes from June 15 Regular Meeting**
- b. **Approval of Minutes from June 23 Public Hearing**
- c. **Approval of June Bills**

TRUSTEE KUNZE MOTIONED TO APPROVE THE CONSENT AGENDA FOR JULY 20, 2021, TRUSTEE ELLINGTON PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

5. Ordinances:

- a. **Second Reading and Public Hearing of Ordinance 262: An Ordinance of The Town of Empire, Colorado, Authorizing the Second Amendment to the Lease Agreement Between the Town of Empire and Guanella Pass Brewing Company an Accordance with C.R.S. § 31-15-713.**

Exhibit A: Second Amendment to the 2020 Lease Agreement

TRUSTEE TENNANT MADE A SECONDARY MOTION TO AMEND THE LAST READ ORDINANCE TO CHANGE THE NUMBER OF TIMES THE LEASE CAN BE RENEWED TO SEVEN AND CHANGE THE DATES ACCORDINGLY, TRUSTEE ROBERTSON PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

TRUSTEE ROBERTSON MOTIONED TO APPROVE THE SECOND READING OF ORDINANCE 262: AN ORDINANCE OF THE TOWN OF EMPIRE, COLORADO, AUTHORIZING THE SECOND AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE TOWN OF EMPIRE AND GUANELLA PASS BREWING COMPANY AN ACCORDANCE WITH C.R.S. § 31-15-713 AS AMENDED,

TRUSTEE TENNANT PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

Ordinance 262 will be published on Wednesday, July 28th in the Clear Creek Courant and will be effective 30 days from publication which is Friday, August 27th, 2021.

6. Request from resident to consider amending Ordinance 231 OHV's.

Letter from Frank and Sue Mauracher suggesting changing the OHV renewal date from January to March to coincide with the State OHV permit renewal date.

Section 4.2.c states: Permits will be valid for one calendar year and the Town Board will determine fees by resolution at a regularly scheduled meeting.

7. Recap: Empire Board of Trustees Public Hearing for Well and Water Treatment Plant Improvements was on Thursday July 15th, 2021, at 6:30 pm.

A public hearing was conducted for informing citizens and soliciting public input, written or oral, regarding the Town of Empire Well & Water Treatment Improvements Project and Preliminary Engineering Report (PER). The PER is a report detailing the project consisting of proposed well improvements including a new drilled well and treatment, and improvements to the current slow sand filtration system. Total project costs are estimated at \$2.1 million. The report is being submitted to the Colorado Department of Public Health and Environment (CDPHE) to qualify the Town of Empire for a State Revolving Fund Loan. Copies of the Preliminary Engineering Report were available for public review prior to the Public Hearing at Empire Town Hall or www.TownOfEmpire.Colorado.Gov and are still available.

The Public Notice for this Hearing was printed in the Clear Creek Courant on June 9th, 2021. Nine people attended the meeting, some in person and some by Zoom. Rob Anderson from JVA presented the information, and also left the large plan drawings for us to keep in Town Hall.

8. Announcement: Governor Jared Polis ended the COVID-19 Health Emergency Executive Order and rescinded all previous Executive Orders issued during the COVID-19 pandemic Thursday, July 8, 2021.

9. Announcement: Retirement of Terry Gray as full-time Public Works personnel for the Town of Empire on August 6th, 2021. Thank you for your service to our town – you will be missed!

10. Appointment: Hiring of Paul Whillock and Trina Whillock as part-time Public Works personnel for the Town of Empire.

11. Update – Ball Placer: We have had continuous work being done in the Ball Placer this summer. Mayor Wendy Koch was able to secure a large quantity of fill dirt for the Ball Placer and the labor and equipment to level and smooth it out. Mayor Koch was also able to procure topsoil to begin spreading on top of the fill dirt. This puts us years closer to our ultimate goal of developing the Ball Placer. Mayor Koch has also helped with the coordination of additional dirt to fill several ponds along Bard Creek Road.

12. Update – Welcome Park: We have also had continuous work being done in the newly designated park on the east end of town this summer. It does not officially have a name, but it is the first opportunity the Town has to welcome people driving westbound on Hwy 40. Mayor Koch was able to procure a large quantity of fill dirt for the park and the labor and equipment to level and smooth it out. Mayor Koch also was able to procure enough reclamite to cover the parking area of the park 6 inches deep.

13. Update – Minton Park: The remaining reclamite being given to the Town will be stored on the edge of the open space at Minton Park next to the Cemetery fence. Once the Welcome Park has been covered, the rest will be used to cover Cemetery Road which starts at South Main Street, travels past the ball fields and pavilion, and circles in front of the Cemetery. A huge thank you to Mayor Koch who has put in a considerable amount of time and work to make these Parks and Road projects happen, with very little cost to the Town. Well Done!

14. Public Comment: Rob Collins asked if the alley on the north side of East Sunny Ave behind his house is a street or an alley, and if it can be plowed.

11. Reports

a. Budget:

- i. We have been revising our 2021 budget in anticipation of receiving grant and loan funding for the Well and Water Treatment Plant Project. We will present the budget amendments at an upcoming Board meeting once we know the closing date of the loan.
- ii. We are preparing documents for our 2020 Audit with Logan and Associates. Our Accountant, Jack Salewski, has been assisting us in this process.
- iii. We received our first payment from the American Rescue Plan of \$38,205.16. We will receive the final payment in 2022 for the same amount. We are hopeful we can use this funding for infrastructure which means this could go toward our well project. We will continue to keep you updated as we investigate the possibilities.

b. Mayor: (CCEDC, CDOT, CCFA)

- iv. The Town of Empire is looking for Town Residents to fill Two Volunteer Positions on the Empire Board of Trustees. Applicants must be a resident of Empire.

c. Police:

- v. Chief Stein will provide a Monthly report with stats and updates.
- vi. Clear Creek County is in LEVEL CLEAR. Fully vaccinated people are no longer required to wear face masks in most settings, except where required by the State Orders, or by local businesses and workplaces. For those not yet vaccinated, State Officials and the Clear Creek County Public & Environmental Health Department suggest that face masks still be worn in indoor settings around others.
- vii. Congratulations to Officer Andrew Lorenz on being selected to attend the University of Denver's Daniels College Public Safety Leadership

Development course. We are proud to say that not only was he selected to attend, but we also received the grant funding. This was a competitive selection process for a limited number of people throughout the State with no guarantee to receive permission to attend, let alone grant funding. Well Done!

- viii. Police Chief John Stein and the department has received a grant from the office of Peace Officer Standards and Training (POST), which has approved an award of \$5,625.00 for Empire's law enforcement training program. Well Done!
- ix. The Empire Police Department is planning to host National Night Out on Tuesday August 3rd. This event promotes police-community partnerships; crime, drug, and violence prevention; safety; and neighborhood unity. Come for a meet and greet with the Empire Police Department and Clear Creek First Responders. See the SWAT vehicle, Flight for Life's helicopter, patrol vehicles, fire trucks, and more!

d. Events:

- x. August 21st: Adopt-a-Highway clean-up. Contact FriendsOfClearCreek@gmail.com for details.
- xi. September 11th: Devil on the Divide. We believe this event is in the process of being scheduled and permitted. Trustee Linda Robertson has some ideas and would like to create an event in Empire at the finishing area for this race. Please see Linda if you would like to be involved.
- xii. Farmer's Market: We were not successful in getting this event planned for the summer of 2021, however, we are confident we will see it return in 2022. Please see Town Clerk Jeannette Piel if you would like to be involved.

e. Admin:

- xiii. THANK YOU to our town residents that generously donated to the flower fund! You help to make Empire beautiful!
- xiv. The Administrative Office is hiring part-time office help: must be proficient in MS Word and Excel, comfortable doing online research, and very detailed oriented. Employment application on website.

f. Public Works: (Parks, Streets)

- xv. Do you have construction, plumbing, or mechanical knowledge, know how to operate equipment, have experience with commercial cleaning, have a green thumb? And are willing to learn a few new skills? The Town of Empire has several opportunities for employment. We are hiring Public Works employees, FT, PT, and Seasonal. Must have valid CO DL, agree to background check and drug testing. Must be able to perform physical labor. Still accepting applications. Employment application on website.

g. Water/Wastewater:

- xvi. The Public Works Department will flush the fire hydrants sometime in August. The Town does this every year to remove sediment from the water lines.

- xvii. The Town received our 2020 Consumer Confidence Report for Drinking Water Quality and it's available to view in Town Hall or on our website.
 - xviii. Water & Sewer late fees have been suspended since the beginning of the COVID-19 pandemic. We will start charging late fees again in August and you will see the charge on the September bill.
- h. Planning Commission:
- xix. All Planning Commission meetings are in-person with remote access.
 - xx. This month, the Planning Commission will hold a regular meeting on Wednesday, July 28th, 2021, at 6:30 pm.
 - xxi. Next month, the Planning Commission will hold a Master Plan Workshop on Monday, August 9th, 2021, at 6 pm., and a regular meeting on Wednesday, August 25th, 2021, at 6:30 pm.

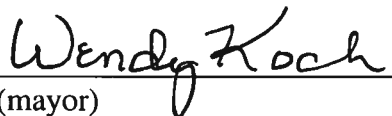
12. New Business: No New Business

13. The Next Board of Trustees Meeting is August 17th, 2021, at 6:30 pm. In-person with remote access.

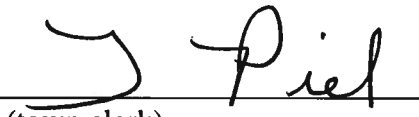
14. Adjourn the Meeting

TRUSTEE TENNANT MOTIONED TO ADJOURN THE MEETING, TRUSTEE ROBERTSON PROVIDED THE SECOND, ALL WERE IN FAVOR, MOTION PASSED.

The meeting was adjourned at 7:22 PM.



(mayor)



(town clerk)