

Meeting Agenda

September 21, 2021 ~ 6:30 pm

Remote Meeting using the Zoom Platform

<https://us02web.zoom.us/j/88608302235?pwd=eVExeHFirFdzL1Vidit1bUluZ3NYQT09>

Meeting ID: 886 0830 2235

Passcode: 277152

If you would like to address The Board of Trustees at this meeting, please place your name on the sign-up sheet or indicate that through the chat function on the online Meeting Platform. You will be recognized to speak during the "Public Comment" portion of the agenda. Discussion is limited to 5 minutes and please address your comments to the Board. Thank you for your cooperation.

1. **Call Meeting to Order**
2. **Roll Call** – The Empire Board of Trustees requires a simple majority of four trustees present at the meeting for a quorum.
3. **Approval of Agenda**
4. **Consent Agenda:** These items will be approved collectively with one vote.
 - a. **Approval of Minutes from August 17 Regular Meeting**
 - b. **Approval of August Bills**
5. **Resolutions:**
 - a. **Resolution 21-07 - A Resolution of The Town of Empire, Colorado Declaring Certain Road Millings as Surplus Property**
 - b. **Resolution 21-08 - A Resolution of The Town of Empire, Colorado Ratifying the Execution of The First Savings Bank Landlord's Agreement**
 - i. **First Savings Bank Landlord's Agreement**
 - ii. **Personal Guaranty by Steve Skalski**
 - c. **Resolution 21-09 - A Resolution of The Town of Empire, Colorado Ratifying the Execution of a Lease Purchase Agreement with First Government Lease Co. For a Police Vehicle**
 - i. **First Government Lease Co. Lease Purchase Agreement**
6. **Submission of the 2022 Proposed Budget to the Town of Empire Board of Trustees**
 - a. This is the first draft of the budget and will be available in Town Hall for the public to view. The public can make comments about the proposed budget at any Board meeting between now and final adoption of the budget in December.
 - b. A budget workshop will be scheduled for the board to discuss and finalize the proposed budget.
 - c. "Notice of Budget" will be published in the Courant on November 10th to announce the public hearing for the adoption of the proposed budget.
 - d. A public hearing will be scheduled on Tuesday, December 14th at a Board of Trustees regular meeting for the Board to consider the final adoption of the proposed budget and hear any comments from the public.
7. **Announcement:**
 - a. Paul Whillock is now a full-time employee and our Public Works Crew Chief.
 - b. Christian Straughn has been hired as part of our Public Works Crew.
 - c. Trina Whillock is now a full-time employee. Half of her time is with the Police Department, and the other half is with the Administrative Office. She is training as a Code Enforcement Officer and Zoning Officer.
8. **Announcement:**

Sue Hauser has resigned from the Planning Commission. Sue has served on several boards and committees in many different capacities, most recently as Mayor and Planning Commission Chairperson. She has given years of service to the Town, and we greatly appreciate all her efforts. Sue was instrumental a few years ago in securing grant

funding to bring in our playground in Minton Park. We wish her all the best in whatever she undertakes in the future.

Sally Rush will fill in as the interim Planning Commission Chairperson. We are still searching for individuals who are interested in the vacancies on both the Board of Trustees and Planning Commission. We hope you are inspired and will consider joining us! All meetings are open to the public, come to a meeting and see what it's all about.

9. Update – Ball Placer, Welcome Park, Minton Park:

- a. **Update – Ball Placer:**
- b. **Update – Welcome Park:**
- c. **Update – Minton Park:**

10. Update – New Well and Water Treatment Facility Project (Total Estimated Cost \$2,083,000.00:

- a. 2020 Planning Grant – This phase of the project cost \$10,000.00 and was fully reimbursed to the Town through the grant we received from Colorado Water Resources and Power Development Authority (CWRPDA) for Project Needs Assessment.
- b. Design & Engineering Grant – the project design is over 60% and will be complete by the end of this year. This phase of the project costs \$249,000.00 and will be fully reimbursed to the Town through the grant we received from Colorado Water Resources and Power Development Authority (CWRPDA) for Design & Engineering.
- c. State Revolving Fund (SRF) Loan Application – We have submitted a loan application for the remainder of the project cost. The Drinking Water Revolving Fund (DWRF) Credit Department is recommending an \$824,000 Disadvantaged Communities Direct Loan, and \$1,000,000.00 Principal Forgiveness. This means that we would have \$1,824,000.00 available to us through reimbursement for project costs, but we would only have to pay back \$824,000.00. These terms have been proposed to the DWRF Committee but have not been approved and finalized.
- d. Additional Grant Funding – we are still eligible to apply for other grants between now and the completion of the project, hopefully by the end of 2022, which could decrease the amount of our loan. We will apply for the Energy/Mineral Impact Assistance Fund Grant (EIAF) in February 2022, with a maximum possible award of \$600,000.00.

11. Public Comment

12. Reports

- a. Budget: Report was given as an agenda item.
- b. Mayor: (CCEDC, CDOT, CCFA)
 - i. The Town of Empire is looking for Town Residents to fill Two Volunteer Positions on the Empire Board of Trustees, and the Planning Commission. Applicants must be a resident of Empire for at least one year.
 - ii. CDOT funding has been approved for a proposed Wildlife Bridge over Hwy 40 east of Town, just west of the Empire Junction intersection. The project is still in the early design phase, so we do not have any details or drawings. We will keep you updated when we receive more information.
- c. Police:
 - i. Chief Stein will provide a monthly report with stats and updates.
 - ii. Jeremy Jones from CCFA has reported that although it seems dry right now, we are nowhere close to needing a fire ban.

- iii. A Huge Thank You to ASPHALT PAVING COMPANY, the contractors that brought in equipment, operators, and even a crew with shovels to help clean up the spill at the Welcome Park. They spent several days removing the material and we are grateful for their help.
- iv. Free Gun locks are available in the Town Offices.
- d. Events:
 - i. October 30th – Trick-or-Treat in the Park and Chili Cookoff. We are planning to have trick-or-treating in Theobald Park from 4-5 pm, and a Chili Cookoff and potluck in Town Hall from 5-7 pm on Saturday, October 30th. Halloween is on Sunday October 31st. Details will be in the October Newsletter, please contact the Clerk if you would like to volunteer for this event!
- e. Admin:
- f. Public Works: (Parks, Streets)
- g. Water/Wastewater:
- h. Planning Commission:
 - i. All Planning Commission meetings are in-person with remote access.
 - ii. This month, the Planning Commission will hold a regular meeting on Wednesday, September 29th, 2021, at 6:30 pm.

13. **New Business**

- a. Traffic & Safety on North Main Street

14. **The Next Board of Trustees Regular Meeting is October 19th, 2021, at 6:30 pm. In-person with remote access.**

15. **Adjourn Meeting**

(mayor)

(town clerk)