

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 Regular Meeting
April 19, 2022

1. Call to Order

The meeting was called to order at 6:41 PM.
The meeting was held in person and through Zoom.

2. Roll Call

Present: Mayor Wendy Koch, Mayor Pro-Tem Linda Robertson, Trustee Denise Tennant, Trustee Shannon Hickman, Trustee Lorry Singmaster, Police Chief John Stein, Attorney Brandon Dittman, Town Clerk Jeannette Piel.

Absent: Trustee Susan Owen, Trustee Lisa Kunze

A quorum was present at the meeting.

3. Approval of Agenda

TRUSTEE ROBERTSON MOTIONED TO APPROVE THE AGENDA FOR APRIL 19, 2022, TRUSTEE TENNANT PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

4. Request for Approval: Local Marijuana License for Serene Wellness, LLC

- a. This license is already approved by the State.
- b. All license fees and Town fees paid.
- c. Report from Chief Stein

TRUSTEE TENNANT MOTIONED TO APPROVE THE LOCAL MARIJUANA LICENSE FOR SERENE WELLNESS, LLC, TRUSTEE HICKMAN PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

Local Marijuana License for Serene Wellness, LLC is approved.

5. Announcement: Election Results

Mayor – Wendy Koch

Trustees - Shannon Hickman, Linda Robertson, Paul Whillock, Lorry Singmaster, Andrea Susan Owen

Thank you to our outgoing Board member Lisa Kunze, thank you for your service to the Town and we wish you the best.

Letter of Intent for vacant board seat: Letter from Denise Tennant, she did not run-in order to allow others to serve on the board, however, we did not have enough candidates to fill all of the seats. Denise is requesting an appointment to the vacant seat.

All Officials will stand and read the Oath of Office to be sworn in.

A date will be chosen for the Empire Officials Orientation and Training.

All Officials stood and read the Oath of Office and were sworn in.

6. Announcement: Letter of Support for Trout Unlimited grant application for funds to support floodplain design and project planning in Lion Creek.

7. Announcement: Letter of Support for Clear Creek County for the Planning & Capacity Grant from DOLA

- a. The grant application that Idaho Springs and Clear Creek County are proposing to review zoning codes, develop community education and collaboratively develop a multi-jurisdictional approach to housing, will help our entire community go further in meeting those needs, protecting our values, and preparing us to take meaningful action together to truly advance housing interests for everyone.
- b. Supporting this project is not a commitment to join a future MJHA, it is a seat at the table to discuss and contribute to the design so if joining makes sense you can do it knowing that your interests were represented.

8. Update on Water Emergency: Emergency Manager Chief Stein

- a. Overview of Water Emergency
- b. Schedule Supplemental Board Meeting to look at Ordinances for Water Emergencies and Drought, Fire Emergencies, and Building Codes.
- c. Emergency Grant Funding

9. Update on the Grant for a new Well and Water Treatment Improvements:

- a. Drilling the new Well and making improvements to the Water Treatment Plant will alleviate the water shortages we have every winter. The Design and Engineering for this project is almost complete.
- b. We held a pre-bid meeting on Tuesday, February 29 with our engineering firm JVA, to meet all the interested contractors and present the Project Specifications. If anyone is interested in looking at the Project Information, there is a hard copy in Town Hall. Please make an appointment to view the documents.
- c. We applied for additional funding for this project through the EIAF Grant (Energy/Mineral Impact Assistance Fund) on March 1 and the grant application has been accepted for review.
- d. Construction for the Well is planned for Spring/Summer of 2022.

10. Update on the Fire in Clear Creek Mobile Home Park: Emergency Manager Chief Stein

- a. Overview of Fire Emergency

11. Update on 2021 Clear Creek County Hazard Mitigation Plan:

A copy of the formal draft can be found on the Master Plan page of the website. This draft has not been finalized yet, but it's important to be planning for wildfire mitigation. Pages 256-264 show a list of 24 Goals for the Town of Empire. We are actively working on 6 of these goals right now and hope to make a lot of progress this spring and summer.

12. Update on Clear Creek County Tourism Strategic Planning Workshop:

Empire is participating in this county-wide effort. The County Tourism Bureau is taking the lead on a coordinated strategic plan that all the municipalities can participate in and benefit from. This is part of a grant program that the county applied for.

Please join the Clear Creek County Tourism Bureau for a virtual presentation of our new 3 Year Strategic Plan presented by MMGY NextFactor. Wednesday, May 11, 2022 - 9:00 am Virtual Meeting on Zoom Meeting ID: 881 7156 0594 Passcode: 3035674660

The new strategic plan was developed with insight and participation of key stakeholders and residents in Clear Creek County through multi-day workshops and information collected by electronic and telephone surveys with MMGY NextFactor and the Colorado Tourism Office CRAFT Program.

13. Update on Clear Creek County Greenway Project:

- a. The Scott Lancaster Memorial Bridge in Idaho Springs has been removed from use as a bridge by CDOT and repurposed as part of the Greenway Trail. Amy Saxton, Strategic & Community Planning Division Director for Clear Creek County, will coordinate with CDOT, document the move, and hold a ceremony to open the new location when the project is complete.
- b. Amy was also instrumental in making sure the Empire Wildlife Bridge Project was aware of the Greenway Trail and the possible section coming into Empire in the future. The bridge design now includes space for the trail to come under the bridge and not interfere with the fencing or the wildlife area.

14. Update on Beautification Project Flowers along Park Avenue:

Glenda Guanella is spearheading this project! We need volunteers to help plant flowers, pull weeds, and keep our landscaping beautiful throughout the summer. Please contact the clerk and I will pass your contact information onto Glenda. Every year we try to add more hanging baskets and planter barrels. If you can volunteer time or give a donation, we would greatly appreciate it! The flowers encourage travelers to stop and enjoy our quaint mountain town which helps our businesses to flourish. And the residents get to enjoy the beauty too!

15. New Program Adopt-a-Hydrant:

Now that our wildfire season is year-round, it's important that we are all aware of our fire hydrants and keep a clear path and easy access for our emergency responders. We are starting "Adopt-a-Hydrant" in Empire. For each hydrant in town, we would like to have a resident adopt it, and be responsible for keeping the ground clear for several feet around the hydrant. This includes heavy snowfall in the winter, and weeds in the summer. We are planning on putting flags on each hydrant to make them easier to locate in case of deep snow. We will introduce the program soon and give you more details.

16. Public Comment:

- Glenda Guanella – Requesting more weeds cut in Right of Way and Theobold Park.
- Peggy Hubner – Requesting more weeds cut in Right of Way and Theobold Park.
- Laura Talcott - Requesting more weeds cut in Right of Way and Theobold Park.
- Bernie Hubner – Concerns about the asphalt millings and concrete barriers. Concerns about Town Vehicles without tags. Complaint about people putting garbage in salt dogs.
- Bob McGurk – Questions for Chief Stein about theft on North Main Street.

- Chad Craven – Thank you to the entire staff concerning the water crisis, updates, notices, delivery of water and the level of service was outstanding.

17. Reports:

- a. Budget: No Report
- b. Mayor: (CCEDC, CDOT, CCFA)
 - i. CCFA IGA will expire at the end of 2022. The BOCC and the CCFA are currently working on a new agreement.
- c. Police: JOHN
 - i. Chief Stein will provide a monthly report with stats and updates.
 - ii. Police report on zoom meeting infiltration.
 - iii. All Short-Term Rentals within Town limits must be licensed with the Town of Empire. Please contact Town Hall if you have been operating a Short-term Rental and need to apply for a license.
 - iv. Ordinance Violations for trash and junk vehicles will be issued several weeks before Town Clean-Up Day. Dumpsters are provided on that day to help residents get rid of large items and yard debris.
 - v. Please remember that dogs need to be on leashes in town limits.
- d. Events: JEANNETTE
 - i. May 25, Wednesday: Lyle Wohlers Law Enforcement Awards and Luncheon
- e. The 2021 Lyle Wohlers Law Enforcement awards are for officers who have gone above and beyond the call of duty, and citizens who encourage and support the efforts of law enforcement to keep our communities safe and crime free. This prestigious award is in honor of Colorado State Patrol Technical Lyle Wohlers, who proudly served for 26 years in the Colorado State Patrol. Trouper Wohlers was brutally killed during a routine traffic stop near Georgetown, Colorado in 1992. Nomination petitions can be found on the Empire website under the tab “News from the Chief,” and must be received by April 22nd. Last year our own Officer Lorenz was named Officer of the Year, and Bob Wise from Empire was named Citizen of the Year.
 - i. August 2, Tuesday: National Night Out
 - ii. September 10, Saturday: Devil on the Divide
 - iii. TBD, Saturdays: Empire Farmer’s Market
 - iv. TBD, Saturday: Town Clean-Up Day
 - v. Third Saturday in June, July, August, & September: Adopt-a-Highway Clean-Up with Friends of Clear Creek
- f. Admin: JEANNETTE
 - i. 2022 OHV Permit Renewals have been sent out. We are keeping the permit period starting in January to match our fiscal year and to keep the stickers simple with only one date listed. Stickers have been ordered and will be mailed as soon as we receive them.
 - ii. 2022 Business License Renewals are being sent out, and no late fees will be applied.
- g. Public Works: (Parks, Streets)
 - i. The Dog Park will be closed for the month of May for maintenance and soil amendments.

- h. Water/Wastewater:
 - i. Water bills were delayed at the beginning of April, and therefore, no late fees will be charged for the month of April.
- i. Planning Commission:
 - i. All Planning Commission meetings are in-person with remote access.
 - ii. This month, the Regular Meeting will be held on Wednesday, April 27th, 2022, at 6:30 pm.
 - iii. Next month, the Regular Meeting will be held on Wednesday, May 25th, 2022, at 6:30 pm.
 - iv. The next Master Plan Workshop will be held on Monday, May 9th, 2022, at 6:30 pm.

18. New Business

No New Business


19. The Next Board of Trustees Regular Meeting is May 17th, 2022, at 6:30 pm. In-person with remote access.

20. Adjourn Meeting

TRUSTEE ROBERTSON MOTIONED TO ADJOURN THE MEETING, TRUSTEE HICKMAN PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The meeting was adjourned at 8:08 PM.


(mayor)


(town clerk)