

Board of Trustees Regular Meeting Agenda

September 19, 2023 ~ 6:30 pm

Remote Meeting using the Zoom Platform Meeting ID: 862 2200 2595 Passcode: 089239

<https://us02web.zoom.us/j/86222002595?pwd=bHd4UG1BOVd3Vks5dFZCMTRLUmZTQT09>

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 state your name and address your comments to the Board. Thank you for your cooperation. Also, please silence your phones and do not use them during the meeting out of consideration for your Board Members and Staff who are presenting information during the meeting.

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. **Approval of Consent Agenda:**
 - a. Minutes August Regular Meeting
5. **Discuss Clear Creek County Dispatch being transitioned to JeffCom**
 - a. Present fact finding from the County.
 - b. We adopted Resolution 22-24 on December 27th, 2022 giving notice that we may withdraw from the IGA for Clear Creek County Dispatch.
 - c. Ask for consensus vote to join JeffCom along with the County and other municipalities if the combined request to join is accepted.
6. **Discuss Ordinance Violations**
7. **Discuss Ordinance updates to some of our administrative processes.**
8. **Discuss Results of the Minton Park Survey**
 - a. The Board and staff will review the first draft of the Minton Park Survey Results, paying particular attention to the fidelity of the results (did we reflect our community's opinions?) and to the language (will it attract funders?)
9. **Update on formation of the Multi-Jurisdictional Housing Authority (MJHA)**
 - a. Present overview from the MJHA Committee.
 - b. We adopted Resolution 21-18 on December 14th, 2021, declaring a local disaster emergency due to the workforce housing crisis.
 - c. Next steps.
10. **Update on Grants**
 - a. Water Treatment Plant and New Well.
 - b. Water Distribution System.
 - c. Henderson Planning Grant for Parks Master Plan which includes Minton Park Bathrooms.
11. **Update on Comprehensive Master Plan:**
 - a. Discuss how this informs our operational plans and our Municipal Code.
12. **Evaluate Programs and Goals:**
 - a. Introduce the programs and plans that make up our operational structure and use them to set goals for the budget and operations for 2024.
 - b. Boundary Surveys.
13. **Reports:**
 - a. Mayor: (CCEDC, CDOT, CCFA)
 - b. Police:
 - i. Stats from Police Department

- ii. Staffing changes
- iii. Non-Emergency Calls or Questions: Some of our residents are still calling Officers' cell phones and not calling dispatch. Officers are not allowed to self-dispatch themselves when they receive a call and must be dispatched through Clear Creek Dispatch. I'm glad our residents are comfortable talking to our law enforcement officers, but we need them to call dispatch directly. Clear Creek Dispatch Non-Emergency Number 303-679-2393
- iv. Bears: Now that summer is ending, bears are becoming more common in town and getting ready for hibernation. Bears have been getting into the dumpsters and trash all over town, and residents all over the county have reported them getting into vehicles and homes. Please lock and secure all your food and waste if you are outside your home or camping. If possible, please throw your trash away in the morning on the day of your trash pickup to help prevent the bears from coming around at night. Bears are wild animals and are very unpredictable, so please do not feed the bears or leave food out for them. If you have bird feeders, consider placing them away from your home, 10 feet off the ground, and 10 feet away from anything they can climb. The Department of Wildlife (DOW) recommends only using bird feeders when bears are hibernating. If you find yourself in a situation where a bear has entered your home or vehicle, call 911 if it is a life-threatening emergency or the non-emergency line. DOW does like to keep an eye on how many bears are active in the community. Please call *277 ask for DOW and report bear sightings if a response is not currently needed.
- v. OHV's: Residents and visitors have had a lot of confusion about Empire's Off-Highway Vehicles (OHV) Ordinance. Residents can ride OHVs inside town limits but must register and purchase an OHV tag to ride side roads only. Speed limits for OHVs on side roads are 10 MPH. OHVs may cross Park Ave. (Highway 40) but cannot drive on Park Ave. Clear Creek County does not allow OHV vehicles to operate on county roads outside the Town limits, including Bard Creek Rd. and N. Empire Rd. Empire does help assist the county on calls, but we are not patrolling the County roads as part of our jurisdiction.
- vi. Traffic Safety Task Force
- c. Public Works
 - i. Parks Advisory Committee
- d. Events:
 - i. Friends of Clear Creek Adopt-a-Highway Clean-Up. September 16th was the end of season cleanup with a potluck brunch at PAWS Park.
- e. Upcoming Events:
 - i. October 28th – Saturday Trick or Trunk in Theobald Park 4-5 pm, then Chili Cookoff and Scarecrow Contest in Town Hall 5-7 pm. Scarecrow drop-off on Saturday, October 14th from 12-1 pm.
 - ii. December 9th – Saturday Empire Community Christmas Celebration! Mark your calendars!
- f. Admin:
 - i. Opioid Crisis Settlement - Earlier this month, Clear Creek County leaders had the opportunity to meet with The Colorado Attorney General's Office and discuss how the community is working hard to address the Opioid Crisis. One example is the Clear Creek Health Assistance Team or CCHAT (the county's new co-responder program).

- g. Planning Commission:
 - i. All Planning Commission meetings are in-person with remote access.
 - ii. The next Regular Planning Commission Meeting will be held on Wednesday, September 27th, 2023, at 6:30 pm.

14. Answer Public Comment Questions from previous meeting:

- a. Anyone can pick up a Voluntary Statement Form for non-emergency complaints from the Police Department Office, Administrative Office, or the Town Website.
- b. CDOT is keeping us informed on every step of the Highway 40 resurfacing project. There may be opportunities for CDOT or other contractors to do some leveling work on the dirt in the Ball Placer. They would not be able to level or grade any roads. However, over the next year we will have valves and water mains replaced as part of the Water Distribution System Grant Project. This will require digging up many sections of road, and the road will be repaired after the work is done. So, we will have extensive road repair done throughout Town next summer. We will take a close look at some of our problem areas during this process.

15. Public Comment: Public comment is limited to 5 minutes per person. The Board does not respond to questions during this time. For operational questions, please email the clerk.

16. Moment of Appreciation

17. Board of Trustees Training Program

18. New Business from Board of Trustee Members

19. The Next Board of Trustees Training Workshop is October 3rd, 2023 (tentatively).

20. The Next Board of Trustees Regular Meeting is Tuesday, October 17th, 2023, at 6:30 pm. In-person with remote access.

21. Adjourn Meeting

(Mayor Wendy Koch)

(Town Clerk Jeannette Piel)