TOWN OF OAK CREEK
TOWN BOARD MEETING
DECEMBER 8, 2022
MINUTES

CALL TO ORDER:

Mayor Pro-tem Gustafson called the regular meeting of the Oak Creek Board of Trustees to order at 6:00 p.m., Thursday, December 8, 2022.

Trustees present at roll call were: Trustees, Bernie Gagne, Rhonda Crawford, Ben Turati, Kelly McElfish and Melissa Dobbins.

Others present: David Torgler, Town Administrator/Clerk; Jennifer Hewes, Treasurer; Scott Cowman, Geoff Blakeslee and Ashley Dean.

Those present recited the Pledge of Allegiance.

AUDIENCE PARTICIPATION:

None

EN RE: HISTORICAL SOCIETY OF OAK CREEK & PHIPPSBURG PRESENTATION

Mayor Pro-tem Gustafson advised the Board that due to Historical Society Board illness the presentation will not be made at this time and the Historical Society will reschedule.

EN RE: PRESENTATION AND UPDATE OF THE ROUTT COUNTY CLIMATE ACTION PLAN (CAP)

CAP Board members Scott Cowman, Director of Environmental Health, Routt County and Geoff Blakeslee, The Nature Conservancy (retired) provided an update of the Routt County Climate Action Plan to Board members, reviewing partner engagements and discussing opportunities to successfully implement key CAP initiatives.

EN RE: CONSIDERATION OF RESOLUTION 2022-014 SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF OAK CREEK, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2023 AND ENDING ON THE LAST DAY OF DECEMBER, 2023

Trustee Gagne made a motion to approve Resolution 2022-014 summarizing expenditures and revenues for each Fund and adopting a budget for the Town of Oak Creek, Colorado for the calendar year beginning on the first day of January 2023 and ending on the last day of December 2023.

Trustee Crawford seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION OF RESOLUTION 2022-015 APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW FOR THE TOWN OF OAK CREEK, COLORADO FOR THE 2023 BUDGET YEAR

Trustee Gagne made a motion to approve Resolution 2022-015 appropriating sums of money to the various funds and spending agencies in the amounts and for the purposes as set forth below for the Town of Oak Creek, Colorado for the 2023 Budget Year.

Trustee Turati seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION OF RESOLUTION 2022-016 LEVY OF GENERAL PROPERTY TAXES

Trustee Gagne made a motion to approve Resolution 2022-016 Levy of General Property Taxes.

Trustee Dobbins seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION TO APPROVE RESOLUTION 2022-017 SETTING THE MONTHLY RESIDENTIAL TRASH REMOVAL CHARGE

Trustee Crawford made a motion to approve Resolution 2022-017 setting the monthly residential trash removal charge.

Trustee Gagne seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION TO APPROVE RESOLUTION 2022-018 A RESOLUTION OF THE TOWN BOARD OF THE TOWN OF OAK CREEK, COLORADO APPROVING A SPECIAL USE PERMIT ALLOWING FOR THE SHERIFF RESERVOIR AND DAM TO BE LOCATED ON FEDERAL LANDS

Trustee Turati made a motion to approve Resolution 2022-018 approving a Special Use Permit allowing for the Sheriff Reservoir and Dam to be located on Federal lands.

Trustee McElfish seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION OF RESOLUTION 2022-019 ADOPTING AN UPDATED EMPLOYEE SALARY SCHEDULE IN ACCORDANCE WITH SECTION 2.26.040, TOWN OF OAK CREEK MUNICIPAL CODE.

Trustee Gagne made a motion to approve Resolution 2022-019 adopting an updated employee salary schedule in accordance with Section 2.26.040 Town of Oak Creek Municipal Code.

Trustee Turati seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION OF RESOLUTION 2022-020 TO PURCHASE LOTS 17, 18, 19 and 20, AND ANY ADJACENT PARTIALLY VACATED ALLEY LAND, BLOCK 2, 2nd ADDITION TO OAK CREEK FROM THE ROUTT COUNTY FOUNDATION FOR SENIOR CITIZENS, INC. FOR THE AMOUNT OF $12,000 PLUS CLOSING AND TOWN ATTORNEY FEES, AND AUTHORIZING THE MAYOR, TOWN ATTORNEY AND TOWN ADMINISTRATOR/CLERK TO EXECUTE THE PURCHASE DOCUMENTS APPROVED BY THE TOWN ATTORNEY

Trustee Gagne made a motion to approve Resolution 2022-020 to purchase Lots 17, 18, 19 and 20, and any adjacent partially vacated alley land, Block 2, 2nd Addition to Oak Creek from the Routt County Foundation for Senior Citizens, Inc. for the amount of $12,000 plus closing and Town Attorney fees, and authorizing the Mayor, Town Attorney and Town Administrator/Clerk to execute the purchase documents approved by the Town Attorney.

Trustee Crawford seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION OF RESOLUTION 2022-021 TO ADOPT SUPPLEMENTAL 2022 BUDGET APPROPRIATIONS TO DEFRAY EXPENDITURES IN EXCESS OF AMOUNTS BUDGETED IN THE GENERAL FUND

Trustee Gagne made a motion to approve Resolution 2022-021 adopting Supplemental 2022 Budget Appropriations to defray expenditures in excess of amounts budgeted in the General Fund.

Trustee Turati seconded the motion. Motion passed unanimously.

EN RE: CONSENT AGENDA

MOTION

Trustee Dobbins made a motion to approve the Consent Agenda specifically:

A. Approval of November 10, 2022 Meeting Minutes.
B. Approval for staff to enter into an agreement with a third-party service to sell Town equipment and/or vehicles.

Trustee McElfish seconded the motion. Motion passed unanimously.

EN RE: STAFF & BOARD MEMBER REPORTS

David Torgler reminded Board members that there is a special Town Board meeting scheduled for December 15, 2022 to review a new liquor license application. David advised the Board that the Town's Sheriff Reservoir consulting engineers, W. W. Wheeler, have made progress to reduce the amount of spillway improvements that were initially projected and potentially save significant cost. David advised the Board that as part of the analysis the Town will have to conduct a seismic analysis due to potential for soil liquefaction; this analysis will delay completion of the final design to March 2024. Steve Jamieson, project engineer, will be making a presentation to the Board at a January Town Board meeting to further update the Board members and address any questions or concerns.

Trustee McElfish asked about employee Christmas bonuses and coordination for Board members to sign cards of appreciation to employees. Ms. Hewes advised that she has cards and bonuses ready for the Board members to stop-by at their convenience to sign. The cards and bonuses will be distributed prior to the Christmas holiday.

EN RE: ADJOURNMENT

Trustee Gagne made a motion to adjourn the meeting. Trustee Turati seconded the motion; passed unanimously.

No further business coming before the Board, same adjourned sine die at 6:50 p.m.

_____
David Torgler
Town Administrator/Clerk

_____
Nikki Knoebel, Mayor

Date: December 8, 2022