TOWN OF OAK CREEK
TOWN BOARD MEETING
FEBRUARY 8, 2024
MINUTES

CALL TO ORDER:

Mayor Knoebel called the regular meeting of the Oak Creek Board of Trustees to order at 6:00 p.m., Thursday, February 8, 2024.

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

Others present: David Torgler, Town Administrator/Clerk; Kelsi Edwards, Utility Billing/Deputy Clerk; Sascha Stanger and Lukas Holm.

Those present recited the Pledge of Allegiance.

AUDIENCE PARTICIPATION:

None

EN RE: INTERVIEW OF A PLANNING COMMISSION MEMBER APPLICANT AND CONSIDERATION TO APPOINT

Since June 2023 the Planning Commission has had four members with a vacant member seat and a vacant Alternate member seat. Lukas Holm, 402 Grant Avenue, Oak Creek, has submitted an application to be appointed to the Commission. Mr. Holm introduced himself to the Board, expressed why he has applied for this position and he responded to questions. Trustee Gagne made a motion to appoint Lukas Holm as a member of the Planning Commission.

Trustee Dobbins seconded the motion. Motion passed unanimously.

EN RE: PUBLIC HEARING TO REVIEW, DISCUSS AND CONSIDER COMMENTS FROM THE PUBLIC ON ORDINANCE 668 AMENDING THE PERSONNEL POLICIES AND PROCEDURES OF THE MUNICIPAL TOWN CODE, AND CONSIDERATION TO ADOPT

The proposed amendment will allow for the employment of relatives following an affirmative recommendation by the Town Administrator/Clerk and unanimous approval by the Town Board. Trustee Crawford made a motion to approve Ordinance 668 amending the Town of Oak Creek Personnel Policies and Procedures enacted pursuant to Chapter 2.26 of the Oak Creek Municipal Code.

Trustee Gagne seconded the motion. Motion passed unanimously.

EN RE: CONSIDERATION TO ADOPT RESOLUTION 2024-003 TO PLACE ON THE NOVEMBER 5, 2024 GENERAL ELECTION A BALLOT QUESTION TO CHANGE THE TOWN OF OAK CREEK'S MUNICIPAL ELECTIONS FROM APRIL TO NOVEMBER

Board members considered if they should place on the November 5, 2024 general election ballot a question asking voters to change the Town's regular municipal election date from the Tuesday succeeding the first Monday in April in each even-numbered year to the Tuesday succeeding the first Monday in November in each even-numbered year, including changing the terms of the Mayor and Trustees that would expire in April of 2026 to be extended to November 2026. Trustee Dobbins made a motion to appoint Lukas Holm as a member of the Planning Commission.

Trustee McElfish seconded the motion. Motion passed 5-1. Mayor Knoebel voted no.

EN RE: CONSIDERATION TO ADOPT RESOLUTION 2024-004 APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE TOWN OF OAK CREEK AND AYRES ASSOCIATES INC. FOR THE SOUTH ROUTT COUNTY PARTNERS HOUSING NEEDS ASSESSMENT AND LAND USE CODES INTUITIVE REVIEW

Board members considered approval of Resolution 2024-004 approving an Agreement for Professional Services between the Town of Oak Creek and Ayres Associates Inc. for the South Routt County Partners Housing Needs Assessment and Land Use Codes Intuitive Review for the not-to-exceed amount of $131,497 pursuant to the Agreement for Professional Services attached to Resolution 2024-004 as Attachment A. Trustee Gagne made a motion to approve Resolution 2024-004 approving an Agreement for Professional Services Between the Town of Oak Creek and Ayres Associates Inc. for the South Routt County Partners Housing Needs Assessment and Land Use Codes Intuitive Review for the not-to-exceed amount of $131,497.

Trustee McElfish seconded the motion. Motion passed unanimously.

EN RE: THE CONSENT AGENDA

None

EN RE: STAFF & BOARD MEMBER REPORTS

Kelsi Edwards advised the Board that local election materials are being assembled for distribution to voters.

David Torgler advised the Board he had followed up on a question raised at a prior Board meeting regarding whether sales tax is collected on the sale of electric service when used for the grow or retail sale of medical marijuana in the Town. He found that medical marijuana growers and retail sellers are exempt from sales tax. David advised Board members that an investigator is following up on the complaints raised regarding Chief Maher and believes that the investigators report will be available by the end of February.

Mayor Knoebel recognized the work that Kelsi Edwards is doing to update and maintain the Town's website and Facebook page, getting word out about activities and events happening in Oak Creek.

Trustee Crawford reported marijuana smells are present in her neighborhood and are quite bad. She requested that staff follow-up with the growers to address the problem.

EN RE: ADJOURNMENT

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

No further business coming before the Board, same adjourned sine die at 6:19 p.m.

_____
David Torgler
Town Administrator/Clerk

_____
Nikki Knoebel, Mayor

Date:_____, 2024_____