

**FRASER BOARD OF TRUSTEES
MINUTES**

- DATE:** April 20, 2022
- MEETING:** Board of Trustees Regular Meeting
- PLACE:** Fraser Town Hall Board Room and Virtually
- PRESENT Board:** Mayor Philip Vandernail; Mayor Pro-Tem Eileen Waldow; Trustees; Andy Miller, Brian Cerkvenik, Katie Soles, Parnell Quinn and Kaydee Fisher
- Staff:** Town Manager, Ed Cannon; Town Clerk, Antoinette McVeigh; Assistant Town Manager, Michael Brack; Town Planner Catherine Trotter, Public Works Director, Russell Pennington, Chief of Police Glen Trainor
- Others:** See attached list

Mayor Vandernail called the meeting to order at 7:05 p.m.

1. **Rollcall:** Mayor Philip Vandernail; Mayor Pro-Tem Eileen Waldow; Trustees; Andy Miller, Brian Cerkvenik, Katie Soles, Parnell Quinn and Kaydee Fisher
2. **Elected Official Oath of Office**
Town Clerk McVeigh sworn in elected officials Kaydee Fisher, Lewis Gregory and Katie Soles.

Trustee Gregory was seated with the Trustees.

3. **Thank you to Trustee Andy Miller**
The Board thanked Andy Miller for his dedication to the town.
4. **Approval of Agenda:**
Trustee Soles moved, and Trustee Cerkvenik seconded the **motion** to approve amended the agenda to move item Discussion item c) Mayor Pro-Tem to item a), and Camber Brewing Special Event Permit to item c). **Motion carried: 7-0.**
5. **Consent Agenda:**
a) Minutes April 6, 2022

Trustee Waldow moved, and Trustee Cerkvenik seconded the **motion** to approve the consent agenda. **Motion carried: 7-0.**
6. **Discussion and Possible Action:**
a) Resolution 2022-04-05 Appointment of The Mayor Pro-Tem

Mayor Vandernail moved to appoint Trustee Waldow as Mayor Pro-Tem. Trustee Soles moved to appoint Brian Cerkvenik as the Mayor Pro-Tem. Trustee Cerkvenik moved to

appoint Trustee Waldow as Mayor Pro-Tem and Trustee Quinn seconded the **motion**.
Motion carried: 7-0.

b) Resolution 2022-04-04 Municipal Appointments

Trustee Waldow moved, and Trustee Soles seconded the **motion** to appoint:

Town Clerk: Antoinette McVeigh

Town Attorney: Kent Whitmer

Town Treasurer: Rob Clemens

Municipal Judge: Ronald W Carlson

Alternate Municipal Judge: Thad Renaud

Motion carried: 7-0.

c) Camber Brewing Special Event Permit Application

Trustee Cerkvenik moved, and Trustee Quinn seconded the **motion** to approve the Camber Brewing Special Event Permit Application. **Motion carried: 7-0.**

d) Resolution 2022-04-07 Grant Agreement for Operation Turnkey Grant for Procurement of Victoria Village

Trustee Waldow moved, and Trustee Soles seconded the **motion** to approve Resolution 2022-04-07 Grant Agreement for Operation Turnkey Grant for Procurement of Victoria Village. **Motion carried: 7-0.**

e) Resolution 2022-04-06 Authorizing the Town Manager to Sign Bridge Loan Documents

Trustee Soles moved, and Trustee Waldow seconded the **motion** to approve Resolution 2022-04-06 Authorizing the Town Manager to Sign Bridge Loan Documents. **Motion carried: 7-0.**

f) Resolution 2022-04-08 Approving an Intergovernmental Agreement Establishing Fraser Valley Housing Partnership

Trustee Soles moved, and Trustee Quinn seconded the **motion** to approve Resolution 2022-04-08 Approving an IGA Establishing Fraser Valley Housing Partnership. **Motion carried: 5-2, Nay Waldow and Fisher.**

g) Byers Avenue Waterline Replacement and Effects on Service Lines Update
The Town is working to secure a contractor to complete the Byers Avenue Waterline Replacement in 2022. The Town will work with homeowners on Byers Avenue to incentivize replacing the homeowners service line simultaneously during the project. If the main line and service line can be done concurrently this is a cost savings to the homeowner.

h) Cozens Open Space Bathroom Update

The Town is working to secure a contractor to complete the Cozens Open Space Bathrooms. Town Planner Trotter has reached out to DOLA in an effort to extend the

deadline to complete the project. If DOLA agrees the Town can still receive the Grant money for the project.

i) Authorized Users Update for Town Accounts

Trustee Gregory moved, and Trustee Soles seconded the **motion** to move to update the authorized users to have access to the following Town of Fraser accounts: Colorado Trust, US Bank, Bank of the West, Citywide Bank and United Business Bank by removing the previous Finance Manager Beth Williams and adding the current Finance Director Rob Clemens. Rob Clemens will have full access to the accounts but will not have check signing authority. **Motion carried: 7-0.**

7. **Open Forum:**

Berkeley George, a Byers Avenue resident thanked the town for the update on the Byers Avenue waterline replacement and asked some questions regarding the project.

8. **Updates:**

- a) Marketing and Communications Manager Wieck presented the Explore Fraser Website, The Mountain Mural Festival is scheduled for August 5-7, Music in the Park will begin on June 28.
- b) Trustee Soles requested someone to attend the Working Group on May 6 in her absence. Town Manager Ed Cannon will attend.
- c) Trustee Cerkvenik mentioned at the WWAC meeting the tap fee on vacant land had been discussed. No action taken.
- d) The Board will need to make a new appointment to NWCCOG as Trustee Miller was previously the Fraser representative.
- e) Board Retreat, staff will look at dates in May.

9. **Executive Session:**

For discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f)(I) and not involving any specific employees who have requested discussion of the matter in open session. Regarding Personnel, include Town Manager Ed Cannon.

Trustee Cerkvenik moved, and Trustee Soles seconded the **motion** to open the Executive Session at 8:34 p.m. **Motion carried: 7-0.**

Trustee Soles moved, and Trustee Gregory seconded the **motion** to close the Executive Session at 9:36 p.m. **Motion carried: 7-0.**

10. **Adjourn:**

Trustee Soles moved, and Trustee Waldow seconded the **motion** to adjourn. **Motion carried: 7-0.** Meeting adjourned at 9:36 p.m.

Antoinette McVeigh, Town Clerk