

Town of Keystone
Town Council Regular Meeting Minutes
February 13, 2024 at 7:00 p.m.
1628 Sts John Rd Keystone, CO 80435

I. CALL TO ORDER, ROLL CALL

Mayor Riley called the meeting to order at 7:00 p.m. The roll being called, it was found there were present and participating at that time the following members: Council Member Gretchen Davis, Council Member Sarah Keel, Council Member Carol Kerr, Council Member Aaron Parmet, Council Member Dan Sullivan, Council Member Valerie Thisted, and Mayor Ken Riley. The clerk declared a quorum was present.

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. COMMUNICATIONS TO COUNCIL

Mayor Riley opened the floor for public comment. Seeing no members of the public wishing to speak, Mayor Riley closed the public comment period.

IV. CONSENT AGENDA

A. FIRST READING OF ORDINANCES -- NONE

B. RESOLUTIONS

1. **Resolution 2024-21 Approving Official Town Map**
2. **Resolution 2024-22 Designating the Official Newspaper of Record for Publishing Local Legislation and Other Matters**
3. **Resolution 2024-23 Designating Official Town Address**

C. MEETING MINUTES – February 8, 2024, Regular meeting

Mayor Riley read the consent agenda into the record and recognized Town Attorney Madsen and interim Town Manager Martinez to discuss the process of passing items on a consent agenda.

Councilmember Parmet moved to approve the consent agenda as presented. Councilmember Kerr seconded. The motion passed unanimously, Resolution 2024-21, Resolution 2024-22, Resolution 2024-23, and the meeting minutes were approved.

V. CONTINUED BUSINESS

A. CONSIDERATION OF ORDINANCES (SECOND READING/PUBLIC HEARING) -- NONE

B. RESOLUTIONS

1. Resolution 2024-24 Approving Colorado Open Records Act Policy

Mayor Riley recognized Town Clerk Sielu to introduce Resolution 2024-24 approving the Colorado Open Records Act policy.

Councilmember Sullivan moved to approve Resolution 2024-24 approving the Colorado Open Records Act policy. Councilmember Keel seconded. The motion passed unanimously, and Resolution 2024-24 was adopted.

C. OTHER

1. Discussion of FAMLI

Mayor Riley recognized Town Attorney Madsen to discuss the Town's options regarding participation in FAMLI. Following discussion, Council directed staff to draft an ordinance opting out of FAMLI that allows for staff participation through the Town's payroll processes.

2. Discussion of Franchise Fees for Cable, Gas, and Electricity

Mayor Riley recognized interim Town Manager Martinez and Town Attorney Madsen to discuss the possibility of implementing franchise fees for cable, gas, and electricity. Following discussion, Council directed staff to draft an emergency ordinance for an agreement with Comcast for cable franchise fees and to bring back more research on the details of franchise fee agreements with Xcel Energy.

3. Discussion of Process for Hiring Town Manager

Mayor Riley recognized interim Town Manager Martinez to discuss the status of the hiring process for Town Manager. Following discussion, Council directed staff to narrow down the pool of candidates to six for the Town Council to review and provide feedback. Once the finalists are identified they should be brought to Keystone for interviews and a public mixer.

VI. PLANNING MATTERS – NONE

VII. REPORT OF THE TOWN MANAGER AND STAFF

Interim Town Manager Martinez shared that Town Attorney Madsen has been directed to begin work on an amendment to the Intergovernmental Agreement with Summit County for continued services from the County. He also noted that he has met with the Dillon Town Manager and Police Chief to determine the feasibility of creating a joint police force with the Town of Dillon.

VIII. REPORT OF MAYOR AND COUNCIL

Councilmember Sullivan shared that there has been continued work on the employee handbook. Mayor Riley shared that Summit County requested a letter of support from the

Town of Keystone for a grant application to repave Swan Mountain Road. The Council provided consensus support for this, and Mayor Riley indicated he would sign and submit a letter to the County following this meeting.

IX. OTHER MATTERS

Councilmember Kerr asked that staff bring a proposal for the Planning and Zoning Commission to the next regular council meeting and asked that discussion of a Citizens Advisory Commission be discussed at the second meeting in March.

X. EXECUTIVE SESSION

Councilmember Sullivan moved to enter executive session pursuant to C.R.S § 24-6-402(4)(g) for consideration of non-finalist applicants for the Town Manager position for the Town Manager position for which applications are protected by the mandatory nondisclosure provision of the Colorado Open Records Act, C.R.S. § 24-72-204(3)(a)(XI)(A). Councilmember Davis seconded. The motion passed unanimously, and the Council entered executive session at 8:38 p.m.

Executive session concluded at 9:24 p.m.

XI. SCHEDULED MEETINGS

XII. ADJOURNMENT

Seeing no further business to be discussed, Mayor Riley declared the meeting adjourned at 9:25 p.m.



Town Clerk