



# Keystone Town Council

## Minutes

A Regular Meeting of the Keystone Town Council was held on April 23, 2024, at 6:00 p.m. in Council Chambers at 1628 Sts. John Road, Keystone, CO 80435. Full and timely notice of this meeting had been posted and a quorum was present.

### **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: Councilmember Gretchen Davis, Councilmember Carol Kerr, Councilmember Aaron Parmet, Councilmember Dan Sullivan, Councilmember Valerie Thisted, and Mayor Ken Riley. The following member was absent: Councilmember Sarah Keel (excused).

### **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 – NONE**

#### **C. MEETING MINUTES –**

1. April 9, 2024, regular meeting

#### **D. EXCUSED ABSENCES –**

1. Dan Sullivan – 4/23/2024 – Excused – Virtual Attendance
2. Sarah Keel – 4/23/2024 – Excused – Virtual Attendance
3. Dan Sullivan – 4/25/2024 – Excused
4. Sarah Keel – 4/25/2024 – Excused
5. Aaron Parmet – 05/14/2024 – Excused
6. Valerie Thisted – 6/14/2024 – Excused

Mayor Riley read the consent agenda into the record. Councilmember Parmet moved to approve the consent agenda as presented. Councilmember Kerr seconded. The motion passed unanimously, and the consent agenda was approved.

## V. DISCUSSION

### A. CONSIDERATION OF ORDINANCES (SECOND READING/PUBLIC HEARING)

**1. Ordinance 2024-O-05, An Ordinance of Town Council of the Town of Keystone, Colorado, Adopting By Reference the Summit County Land Use Development Code Published by Summit County, Colorado, As Such Existed on May 1, 2024, Subject to Requirements, Revisions, And Amendments As Provided By This Ordinance And Declaring An Emergency**

Mayor Riley recognized Town Attorney Jennifer Madsen and Community Development Director Lindsay Hirsh to introduce the Ordinance 2024-O-05, An Ordinance of the Town Council of the Town of Keystone, Colorado, Adopting by Reference the Summit County Land Use Development Code Published by Summit County Colorado, As Such Existed on May 1, 2024, Subject to Requirements, Revisions, and Amendments As Provided by this Ordinance and Declaring an Emergency.

Mayor Riley opened the public comment period on Ordinance 2024-O-05. Seeing no members of the public wishing to speak, Mayor Riley closed the public comment period.

Councilmember Davis moved to approve Ordinance 2024-O-05. Councilmember Thisted seconded.

On roll call, the result was:

Ayes: Councilmember Davis, Councilmember Kerr, Councilmember Parmet, Councilmember Sullivan, Councilmember Thisted, Mayor Riley (6)

Nays: None (0)

Absent: Councilmember Keel (1)

Ordinance 2024-O-05 was adopted.

**2. Ordinance 2024-O-06, An Ordinance of Town Council of the Town of Keystone, Colorado, Adopting the Zone District Map for the Town Of Keystone And Declaring An Emergency**

Mayor Riley recognized Town Attorney Jennifer Madsen and Community Development Director Lindsay Hirsh to introduce Ordinance 2024-O-06, An Ordinance of the Town Council of the Town of Keystone, Colorado, Adopting the Zone District Map for the Town of Keystone and Declaring an Emergency.

Mayor Riley opened the public comment period on Ordinance 2024-O-06. Seeing no members of the public wishing to speak, Mayor Riley closed the public comment period.

Councilmember Thisted moved to approve Ordinance 2024-O-06.  
Councilmember Davis seconded.

On roll call, the result was:

Ayes: Councilmember Davis, Councilmember Kerr, Councilmember Parmet, Councilmember Sullivan, Councilmember Thisted, Mayor Riley (6)

Nays: None (0)

Absent: Councilmember Keel (1)

Ordinance 2024-O-06 was adopted.

## **B. RESOLUTIONS –**

### **1. Resolution 2024-33, A Resolution of Town Council of the Town of Keystone, Colorado, Approving a Town of Keystone Fee Schedule**

Mayor Riley recognized Town Attorney Jennifer Madsen, Town Clerk Madeleine Sielu, and Community Development Director Lindsay Hirsh to introduce Resolution 2024-33, A Resolution of the Town Council of the Town of Keystone, Colorado, Approving a Town of Keystone Fee Schedule.

Councilmember Thisted moved to approve Resolution 2024-33.  
Councilmember Sullivan seconded. The motion passed unanimously, and Resolution 2024-33 was approved.

### **2. Resolution 2024-34, A Resolution of Town Council of the Town of Keystone, Colorado, Approving a Contract with Town Manager, John Crone**

Mayor Riley recognized Town Attorney Jennifer Madsen to introduce Resolution 2024-34, A Resolution of Town Council of the Town of Keystone, Colorado, Approving a Contract with Town Manager, John Crone.

Councilmember Parmet moved to approve Resolution 2024-34.  
Councilmember Davis seconded. The motion passed unanimously, and Resolution 2024-34 was approved.

### **3. Resolution 2024-35, A Resolution of Town Council of the Town of Keystone, Colorado, Approving an Updated Contract with interim Town Manager, Gary Martinez**

Mayor Riley recognized Town Attorney Jennifer Madsen to introduce Resolution 2024-35, A Resolution of Town Council of the Town of

Keystone, Colorado, Approving an Updated Contract with interim Town Manager, Gary Martinez.

Councilmember Kerr moved to approve Resolution 2024-35.  
Councilmember Thisted seconded. The motion passed unanimously, and Resolution 2024-35 was approved.

**4. Resolution 2024-36, A Resolution of Town Council of the Town of Keystone, Colorado, Requesting Membership in the Nicotine Tax Intergovernmental Agreement with Summit County**

Mayor Riley recognized Town Attorney Jennifer Madsen to introduce Resolution 2024-36, A Resolution of the Town Council of the Town of Keystone, Colorado, Requesting Membership in the Nicotine Tax Intergovernmental Agreement with Summit County.

Councilmember Parmet moved to approve Resolution 2024-36.  
Councilmember Davis seconded. The motion passed unanimously, and Resolution 2024-36 was approved.

**C. OTHER – NONE**

**VI. PLANNING MATTERS – NONE**

**VII. REPORT OF TOWN MANAGER AND STAFF**

**VIII. REPORT OF MAYOR AND COUNCIL**

**IX. OTHER MATTERS**

**X. SCHEDULED MEETINGS**

**XI. EXECUTIVE SESSION**

Councilmember Davis moved to enter into an Executive Session pursuant to C.R.S. Section 24-6-402(4)(b) and C.R.S. Section 24-6-402(4)(e)(I) to receive legal advice related to the IGA with Summit County on transition services as well as to determine positions and instruct negotiators accordingly. Councilmember Parmet seconded.

The motion passed unanimously, and the Council recessed to enter into Executive Session at 7:36 p.m.

The Executive Session concluded at 9:04 p.m.

**XII. ADJOURNMENT**

Seeing no further business, Mayor Riley adjourned the meeting at 9:05 p.m.

Signed and submitted by Town Clerk, Madeleine Sielu: *Madeleine Sielu*