



Keystone Town Council Minutes

A Town Council Meeting of the Keystone Town Council was held on September 24, 2024, at 3:00 p.m. at 1628 Sts. John Rd, Keystone, CO 80435. Full and timely notice of this meeting had been posted, and a quorum of the body was present.

I. CALL TO ORDER, ROLL CALL

Mayor Riley called the meeting to order at 3:01 p.m. The roll was called, and 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.

II. APPROVAL OF AGENDA

Mayor Riley presented the agenda.

Councilmember Sullivan moved to approve the agenda as presented.
Councilmember Kerr seconded.

On voice vote, the motion passed unanimously, and the agenda was approved as presented.

III. TOWN COUNCIL MEMBER VACANCY

Mayor Riley gained consensus from members of Town Council to accept public comment following interviews of Town Council applicants.

A. COUNCIL MEMBER VACANCY INTERVIEWS

1. Interview of Applicant Kaili Warren

Mayor Riley recognized applicant Kaili Warren, and the Town Council conducted an interview of the applicant.

Following conclusion of the interview, Town Council recessed at 3:20 p.m. Mayor Riley reconvened the meeting at 3:31 p.m.

2. Interview of Applicant Jeff Herynk

Applicant Jeff Herynk withdrew from consideration following publication of the initial agenda.

3. Interview of Applicant Jonathan Hagenow

Mayor Riley recognized applicant Jonathan Hagenow, and the Town Council conducted an interview of the applicant.

B. NOMINATION OF CANDIDATES AND VOTING

Mayor Riley opened the floor for public comment on the applicants for the Town Council vacancy.

The following members of the public spoke offering their perspective on the applicants:

Patty Blank, Snowdance Condos

Tommy Banks, Loveland Pass Village

Kathy Rogg, Loveland Pass Village.

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

Councilmember Davis nominated Jonathan Hagenow to fill the vacancy on Town Council. Councilmember Parmet nominated Kaili Warner to fill the vacancy on Town Council.

Councilmembers conducted a vote by paper ballot of which nominee would fill the vacancy on Town Council. The paper ballots will be on file in the office of the Town Clerk, attached to these minutes.

Mayor Riley asked the Town Clerk to read the results of the paper ballots. All six Town Councilmembers voted to select Jonathan Hagenow to fill the vacancy on Town Council.

C. Resolution 2024-64, A Resolution of Town Council of the Town of Keystone, Colorado, Appointing an Individual to Fill a Councilmember Vacancy on Town Council

Councilmember Thisted moved to approve Resolution 2024-64, Appointing an Individual to Fill a Councilmember Vacancy on Town Council and Appointing Jonathan Hagenow. Councilmember Davis seconded.

On roll call, the result was:

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

Nays: (0)

Abstain: (0)

Absent: (0)

D. OATH OF OFFICE

Mayor Riley recognized Jonathan Hagenow, and Mr. Hagenow resigned from the Keystone Planning Commission.

Mayor Riley swore Jonathan Hagenow into the office of Town Councilmember.

IV. COMMUNICATIONS TO COUNCIL

Mayor Riley opened the floor for public comment.

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

V. DISCUSSION

A. DISCUSSION OF QUASI-JUDICIAL HEARINGS PROCEDURES

Mayor Riley recognized Town Attorney Jennifer Madsen to provide a presentation and overview of the quasi-judicial hearings process.

B. DISCUSSION OF REVISED BYLAWS

C. DISCUSSION OF ELECTRONIC PARTICIPATION AND FULLY REMOTE MEETING POLICY

Mayor Riley recognized Town Manager John Crone and Town Attorney Jennifer Madsen to introduce the discussion of revised bylaws and electronic participation and fully remote meeting policy. Town Council discussed the policies.

D. DISCUSSION OF NICOTINE CESSATION EFFORTS IN SUMMIT COUNTY

Mayor Riley recognized members of Summit County Public Health to provide an overview of nicotine cessation efforts funded by the nicotine tax in Summit County.

Mayor Riley recessed the meeting at 6:26 p.m. Mayor Riley reconvened the meeting at 6:58 p.m.

E. DISCUSSION OF TOWN FINANCIALS

Mayor Riley recognized Town Manager John Crone to provide an overview of

the Town's financial statements.

VI. CONSENT

A. FIRST READING OF ORDINANCES

- 1. Ordinance 2024-11, An Ordinance of Town Council of the Town of Keystone, Colorado, Creating a Process for Establishing Boards and Commissions**

B. RESOLUTIONS

- 1. Resolution 2024-65, A Resolution of Town Council of the Town of Keystone, Colorado, Approving a Site Plan Improvements Agreement ("SPIA") For Camber Townhomes, Located at 0624 Montezuma Road**

C. MEETING MINUTES

- 1. September 10, 2024 – Meeting Minutes**

D. EXCUSED ABSENCES – NONE

E. OTHER

- 1. Accounts Payable List**
- 2. TOK24-11 Class 2 Review for a Conditional Use Permit (CUP) for a Short-Term Rental (STR) located at 31 River Overlook Court**

Mayor Riley read the consent agenda into the record.

Councilmember Davis moved to remove item E-2 on the Community Development Director's Class 2 Review for a Conditional Use Permit for a Short-Term Rental located at 31 River Overlook Court from the consent agenda. Councilmember Thisted seconded.

By hand vote, the result was:

Ayes: Councilmember Davis, Councilmember Hagenow,
Councilmember Parmet, Councilmember Thisted, Mayor Riley (5)

Nays: Councilmember Kerr, Councilmember Sullivan (2)

Absent: (0)

The item was removed from the consent agenda.

Councilmember Sullivan moved to approve the consent agenda without item E-2. Councilmember Thisted seconded.

On voice vote, the motion passed unanimously, and the consent agenda was approved.

VII. NEW BUSINESS

A. LIQUOR LICENSING AUTHORITY MATTERS

1. New Liquor License Application for Ski-to-Tee, LLC, dba, Ski-To-Tee, Located at 100 Dercum Square Unit E3, By John Keith, Applicant Owner/Operator

Mayor Riley recognized Councilmember Hagenow. Councilmember Hagenow recused himself from discussion on this item, as he was unable to review the packet materials adequately in advance.

Mayor Riley recognized Town Clerk Madeleine Sielu and Town Attorney Jennifer Madsen to present the new liquor license application and the staff's findings of the investigation conducted.

Mayor Riley recognized the applicant John Keith to present his application materials and considerations for the Town Council.

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

Town Council considered all of the materials presented and provided an overview of their findings. Councilmember Davis moved to grant the application and approve Liquor License Authority Resolution 2024-01, which provides a written summary of the Council's findings. Councilmember Parmet seconded.

By hand vote, the motion passed unanimously, and Liquor License Authority Resolution 2024-01 was approved.

At the conclusion of this item, Councilmember Hagenow returned to the meeting for participation.

B. CONSIDERATION OF ORDINANCES (SECOND READING/PUBLIC HEARING) – NONE

C. RESOLUTIONS – NONE

D. OTHER

1. TOK24-11 Class 2 Review for a Conditional Use Permit (CUP) for a Short-Term Rental (STR) located at 31 River Overlook Court

Mayor Riley recognized Town Manager John Crone, Community Development Director Lindsay Hirsh, and Town Attorney Jennifer Madsen to provide an overview on the procedure for discussing item TOK24-11.

Councilmember Parmet moved to call up the Community Development Director's approval of item TOK24-11 for a hearing at a future Town Council meeting. Councilmember Davis seconded.

On roll call, the result was:

Ayes: Councilmember Davis, Councilmember Hagenow, Councilmember Parmet, Councilmember Thisted, Mayor Riley (5)

Nays: Councilmember Kerr, Councilmember Sullivan (2)

Absent: (0)

The motion passed, and the matter will appear on a future agenda for a hearing and review of the decision by Town Council.

VIII. PLANNING MATTERS

IX. REPORT OF TOWN MANAGER AND STAFF

The Town Manager will bring the following discussion items to future meetings: Proposition 123 funding, plowing and maintenance of Town roads, Intergovernmental Agreement for building services. Town Staff is continuing work on approving Short-Term Rental licenses for renewal and will shift to a focus of enforcement of regulations when the Town takes over on October 1, 2024.

X. REPORT OF MAYOR AND COUNCIL

Councilmember Kerr provided an update on Transit Board, CIRSA, and CML meetings.

Councilmember Sullivan provided an update on post office efforts and says that the post office has submitted a new zip code application for Keystone to the federal government.

Mayor Riley provided an update on the CML District Meeting and upcoming Homeowner's Association meetings.

XI. OTHER MATTERS (Town Manager/Mayor/Councilmember may bring up items on other matters that are not on the agenda)

XII. SCHEDULED MEETINGS

XIII. EXECUTIVE SESSION

Councilmember Davis moved to enter Executive Session pursuant to C.R.S. Section 24-6-402(4)(b) and (4)(e)(I) to receive legal advice concerning a negotiation of a contract for law enforcement services as well as to determine positions relative to the negotiation of the contract for law enforcement services, develop strategies for such negotiations, and instruct negotiators accordingly. Councilmember Sullivan seconded.

The motion passed unanimously, and the Council entered executive session.

