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CITY OF CREEDE
Est. 1892
A COLORADO TOWN

Board Meeting - Regular Session

Minutes

Tuesday, November 4, 2025 at 5:30 pm

Meeting Location

2223 N. Main St. - Town Hall Building and via Zoom

Virtual Meeting Details

VIRTUAL MEETING EXPECTATIONS: All participants will be expected to enter meeting muted and stay muted unless speaking; Any participant that wishes to speak or ask a question will be expected to ask for time in the chat or use the “raise hand” feature and be recognized before speaking.

Join Meeting

- **ZOOM: Meeting ID – 607 290 8885 & Passcode - Cr33d32276
- [Click here to join meeting]

1. **Call to Order**

   Minutes:
   The Board of Trustees of the City of Creede – a Town, County of Mineral, State of Colorado, met in Regular Meeting session, November 4th, 2025 at the hour of 5:30 PM.

2. **Pledge of Allegiance**
3. **Roll Call**

   Minutes:
   There being present at the call of the roll the following persons: OFFICIALS PRESENT (via either phone or video conferencing): Mayor Roden, Trustee Roden, Trustee Busche, Trustee Brink and, Trustee Castleberry were present. Major Larson presiding declared a quorum present. Those members of staff also present were as follows: Katie Sickles, Interim City Manager Scott Johnson, Public Works Director Josie Bielenberg, Clerk/Treasurer Treva Crenshaw, Deputy Clerk Kathryn Ash, Director of Parks & Recreation Rick Samson, City Attorney via zoom

4. **Approval of Agenda**

Minutes:
Trustee Brink motioned approval of the agenda. Trustee Castleberry seconded the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

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5. **Public Comment**
6. **Presentations**
   a. **Main Street Revitalization Project by GMS**
7. **Consent Agenda**

Minutes:
Trustee Roden motion for approval of all consent agenda items a-g. Trustee Castleberry second motion. Motion carried unanimously.

   a. **Approval of October 7, 2025 Regular Meeting Minutes**
   b. **Verify Board of Trustee attendance at October Work Sessions**
8. **Board Information Items**
   a. **Sheriff - Law Enforcement Update**

Minutes:
Sheriff Wetherill: Wants to keep the communication open with the City. The following is just a few highlights from his report. Halloween had 90% of staff in town with no events. They attended the trunk or treat. October 17th there was court on a town DUI. The pedophile from last 4th of July has been detained due to probation violation. There was one summons for harassment. There was also a homeless man with expired tags hanging around town that received a warning. The Sheriff expressed his delight to be working with the City and is happy to continue!

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   b. **Staff Reports**

Minutes:
City Clerk: Clerks office attended CMCA Conference in Pueblo. They got to enjoy a boat tour on the river walk, farm tour, and dinner at the depot. Light up Basham on the 29th. Holiday in Creede on December 13th.
Public Work Director: Preformed a lot of grading due to the rain. Replaced line on Silver Dr. Gardner Excavating is finished. C&L Technologies is continuing to install "top hat" seals at sewer tap locations in the "cured in place pine". There will be no major road closers in this process.
Parks and Rec Director: On Friday there is a "Virginia Vision Group" meeting. This meeting will gather public input for the upcoming remodel design for the Virginia Christensen Multi Use Facility. She also mentioned the diaper donation they received, if anyone is in need.

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   c. **Check Detail Reports for October 2025**

Minutes:
Trustee Brink motioned approval. Trustee Castleberry second the motion.

Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

d. **Budget to Actual Reports through October 2025**

Minutes:
Trustee Roden motioned approval. Trustee Brink second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

9. **Public Hearing**

a. **Creede Olive Oil Retail Establishment Liquor Renewal**

Minutes:
There were no objections or negative comments. Brandi Love gave a brief description of how they use the Liquor license for their "tastings". They have utilized the balsamic in specialty cattails and offer samples on their tasting days.

10. **New Business**

a. **Creede Olive Oil Retail Establishment Liquor Renewal**

Minutes:
Trustee Roden motioned approval. Trustee Brink second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

b. **Homecoming Bonfire Permit Nov 14**

Minutes:
Trustee Brink motioned approval with fee waved. Trustee Castleberry second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

c. **Pops Memorial Fun Run July 1 to 4, 2026**

Minutes:
Trustee Roden motioned approval. Trustee Castleberry second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

d. **Creede Arts Council Lease of Art Park**

Minutes:
Trustee Roden motioned approval. Trustee Brink second the motion. Motion

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carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

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e. SLVCOG Economic Development Grant Request

Minutes:
Trustee Brink motioned approval. Trustee Roden second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

f. City Funded and Loan Reimbursed Projects via GMS

Authorize Interim City Manager Sickles to Execute Payment Applications

Minutes:
Trustee Castleberry motioned approval. Trustee Brink second the motion. Motion carried unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

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11. Studies, Plans & News

a. Sludge Survey

Minutes:
Scott Johnson, Public Works Director explained the graphs provided from the scan. This gave a great visual to understand the amount of sludge in the lagoons.

b. Comp Plan Update Report

Minutes:
Katie gave an overview of where the Comp Plan sits. She defined the difference between "regulation" within town and "review" for the 3 mile radius outside of town. She hopes for a few more meetings and a ruff draft of the Comp Plan by the first of April.

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c. November Newsletter

Minutes:
Katie spoke about the newsletter and getting information out to the community. She would like to work out some kinks and refine the process. She would like to get input from the board on the newsletter.

12. Resolutions

a. Resolution 25-17 Appointing a Mayor Pro Tem

Minutes:
Trustee Castleberry motioned approval. Trustee Busche second the motion. Motion carried. Trustee Brink abstained from the vote.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 1

b. Resolution 25-18 Planning and Zoning Commission

Minutes:
The board has some discussion about having members that are not "full time City residents". Trustee Roden motioned approval as amended. Trustee Brink second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

c. Resolution 25-19 Signers as Custodian

Minutes:
Trustee Castleberry motioned approval. Trustee Roden second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

d. Resolution 25-20 Contact and Access to JP Morgan Account

Minutes:
Trustee Brink motioned approval. Trustee Castleberry second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

e. Resolution 25-21 Electronic Access to Financial Accounts

Minutes:
Trustee Castleberry motioned approval. Trustee Brink second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

f. Resolution 25-22 Authorizing Transfer Funds to Interest Bearing Accounts

Minutes:
Trustee Castleberry motioned approval as amended. Trustee Roden second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

g. Resolution 25-23 Approving Welcome Signs

Minutes:
Trustee Brink motioned approval. Trustee Castleberry second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

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h. Resolution 25-24 2025 Budget Supplement

Minutes:
Trustee Castleberry motioned approval. Trustee Busche second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

i. Resolution 25-25 Interim Manager Contract Extension to May 8, 2026

Minutes:
Trustee Roden motioned approval. Trustee Brink second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

j. Resolution 25-26 Sewer Tap Moratorium

Minutes:
Trustee Roden motioned approval. Trustee Busche second the motion. Motion carried unanimously.

Vote results:
Ayes: 4 / Nays: 0 / Abstains: 0

13. Board of Trustees Comments, Requested Agenda Items, Reports, etc.

a. New Elected Officials Webinar - Mayor and Two Trustees

14. Executive Session

Minutes:
Trustee Castleberry motioned to move to Executive Session. Trustee Roden seconded. Vote carried unanimously. The board voted to go into executive session to consult with the attorney. Executive Session began at 8:06 PM and ended at 8:56 PM. No objections. Regular Meeting continued at 8:56 PM.

15. Adjourn – Next Meeting: November 18, 2025 at Virginia Christensen MUF

Minutes:
There being no further business to come before the Board, Trustee Brink motion to adjourn. Trustee Roden second. Motion carried unanimously. Mayor Roden declared adjourning at 8:57 PM the motion carried.

Contact: Josie Bielenberg, Town Clerk / Treasurer (clerk@creedetownhall.com 719-658-2276)