**February 19, 2025**

Members of the Board of Aldermen met in a Regular Meeting at 6:00 PM on February 19th, 2025, at the Timbercreek Canyon Gatehouse with the following present:

Mayor: Brian Giffin

Aldermen: Dickie Haney

Mike Fuller

Tim Satterwhite

Jennifer Huddleston

Co-Treasurer: Elaine Dollar

City Secretary: Amber Satterwhite

City Manager: Max Seymour

Police Chief: John Vaught

Janis Naiman

Not Attending:

Fire Chief: Eddie Wood

Co-Treasurer: Ayne Sharp

Also attending: Tim Koetting, Alex Guerrero, Gayla Busch, Terri Welch, Alex Satterwhite

1. **CALL TO ORDER, QUORUM CHECK AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG**

The Regular Meeting was called to order at the Timbercreek Canyon Gatehouse at 6:00 PM by Mayor, Brian Giffin. Mayor Brian Giffin led the Pledge of Allegiance. Village Secretary, Amber Satterwhite, determined that a quorum was present.

1. **PUBLIC COMMENTS**

Alex Satterwhite presented the board with a written request and supporting documentation for a variance under section 3.04, Prohibited Animals, goats. After a short discussion Jennifer Huddleston made a motion to approve the requested variance, Janis Naiman seconded the motion. The motion passed with a 4-1 vote.

1. **GARDEN CLUB PRESENTATION AND DISCUSSION ABOUT PARK IMPROVEMENTS**

Gayla Busch updated the board on plans to provide dimmable patio lights and two park benches at the park. The garden club has approved spending up to $5600.00 for this project. She also noted that the Timberbcreek Village website is not being updated. She will get changes needed to the Mayor and he will get the website updated.

1. **DISCUSS UPDATE ON THE SENIOR CENTER**

Tim Koetting, contractor, was present to provide an update on the Senior Center. An updated timeline was discussed due to changes caused by the grant freeze. Change orders were discussed and a quote was provided to extend the overhang and add a 4’ wainscoting. Work will begin in stages to make sure that the grant will pay correctly. Current plan to start on March 10th. New groundbreaking ceremony planned for March 1st at 11 am.

**5. CONSENT ITEMS – CONSIDER AND TAKE APPRORIATE ACTION ON THE FOLLOWING:**

**a) MINUTES FROM THE JANUARY 15, 2025 REGULAR BOARD MEETING**

No changes

**b) VILLAGE FINANCIAL STATEMENTS FOR THE MONTH OF JANUARY**

Co-Treasurer Elaine Dollar provided the financial reports for January, a copy is attached. Co-Treasurer Elaine Dollar was present to comment and answer questions. The money was deposited for the playground grant. The board had no questions concerning the financial statements.

**d) STAFF REPORTS**

1. Police Department: Chief Vaught provided a written report for January and was present to answer questions and comment. A copy of the report is attached. The report showed that the officers conducted 82 hours of patrol. Two house watches were preformed, the chip site was routinely checked, investigate crash from icy conditions, abandoned vehicle issues, contact with Xcel (Hackberry), advise on fraud scam provided to resident, issued citation for 3-junk vehicles, gate issues, welfare check and contact with pedestrian walking.

2) Fire Department:

Chief Eddie Wood was not present at the meeting. Chief Wood did report to the City Manager Max Seymour that there were no fire calls in January.

3) Building Committee: No update.

4) Planning & Zoning: No update.

5) HOA Liaison Report: Alderwoman Janis Naiman reported that the cold weather had caused some gate issues and requested the residents be patient with the gates during the cold weather.

6) Garden Club: No update other than the discussion on park improvements.

7) Firewise:

Mayor Brian Giffin reported that the chip site is closed. He will have the Forest Service come chip what is there and have the dumpster removed for the winter.

8) Emergency Management Report: No update.

9) Mayor’s Report: No report.

8) PRPC City Manager:

City Manager Max Seymour told the board that Co-Treasurer Ayne Sharp has found a possible auditor for the Village. More info to be discussed during March meeting.

Alderwoman Janis Naiman made the motion to accept the minutes as corrected and all reports as presented. Alderwoman Jennifer Huddleston seconded the motion. The motion passed unanimously.

1. **DISCUSS ESTABLISHING BUILDING PERMIT RATES**

Long discussion regarding rates. More info will be gathered from legal and this item will be discussed again at the March meeting.

1. **DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON PURCHASING GENERATOR TO MEET REQUIREMENT OF TDEM GRANT**

Discussion about generator sizing for the fire station to take full advantage of the $7800.00 grant. Alderwoman Jennifer Huddleston made the motion to give Mayor Brian Giffin the authority to meet the requirements of the grant and purchase a generator. Alderwoman Janis Naiman seconded the motion. The motion passed unanimously.

1. **DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON CALLING MAY 3RD ELECTION IF NEEDED**

Short discussion. Alderman Tim Satterwhite made the motion to not call a May 3rd election. Alderwoman Janis Naiman seconded the motion. The motion passed unanimously.

1. **DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER POLITICAL SUBDIVISION (NOT COUNTY)**

Short discussion. Alderman Dickie Haney made the motion to accept the Certification of Unopposed Candidates For Other Political Subdivisions (Not County) Alderman Tim Satterwhite seconded the motion. The motion passed unanimously.

1. **BOARD MEMBER COMMENTS, ESTABLISH FUTURE AGENDA ITEMS, AND SET DATE FOR THE REGULAR MEETING IN MARCH 2025**

The next regular meeting was set for Thursday, March 20th, 2025. Items added to the agenda are:

Permit discussion

Update on generator from Mayor

Park update

1. **ADJOURN**

Alderwoman Janis Naiman made the motion to adjourn, Alderwoman Jennifer Huddleston seconded the motion, and it passed unanimously. Mayor Brian Giffin adjourned the meeting at 7:49 PM.

Mayor, Brian Giffin City Secretary, Amber Satterwhite