



**TOWN OF BROOKSIDE Regular Town Board Meeting**  
**January 9, 2024, 7:00 PM**

**Call to Order, Roll Call and Pledge:** Mayor Arlin Bolkema opened the meeting at 7:05 P.M. The Pledge of Allegiance was said. Present: Board Members John Grooms, Jana Schutte and Kim DiOrio; Town Clerk Shelby Mehring. 0 citizens attended.

**Approval of Minutes, Agenda and LOEs:** Trustee DiOrio made the motion to accept the agenda. Trustee Grooms second the Motion. The Motion passed with four AYES. Trustee DiOrio made the motion to accept the December 12<sup>th</sup> meeting minutes. Trustee Schutte second the motion the motion passed with four AYES. Trustee Grooms made the motion to accept the General fund LOE trustee Schutte second the motion. The motion passed with four AYES. Trustee Grooms made the motion to accept the Water fund LOE Trustee DiOrio second the motion. The motion passed with four AYES.

**Water Enterprise Report:** 7@1 month & 2@2 months; \$694.05 past due invoices.

**Community Center:** Month of January: 5 rentals; 3 are completed.

**Volunteer Hours Recorded:** Renee Bolkema: 1hrs emptied trash and cleaning bathrooms; John Grooms: 1.5hrs cameras

**Upcoming Meetings:**

- Board Work Session: Tuesday, January 23, 2024 @ 7:00 PM
  - Board work Session topic will be Land use code
- Board Meeting: Tuesday, February 13, 2024 @ 7:00 PM

**Old Business:**

1. Streetlights & poles: Work order was placed for the light at St. Anthony's church and for the streetlight on the corner of Scott and Colarelli Ave on December 21. John Grooms stated that it was fixed on Friday January 5<sup>th</sup>. The clerk also stated that she asked about the pole project on Pinion Ave. The representative from Black Hills Energy stated that it is a contracted job, and she could not pervade any information. There is another problem with the streetlight on Scott and Colarelli Ave, the light lens is not attached correctly. A work order was placed January 9<sup>th</sup>.

**New Business:**

1. James Garcia: Was to attend the meeting to discuss his water bill, he was absent.
2. Resolution 24-01: posting location and meetings for 2024. Trustee Schutte made the motion to approve resolution 24-01 with the change of removing local newspaper. Trustee DiOrio second the motion, motion passed with four AYES
3. Receiver for the microphone system: there was discussion about possibly replacing the Microphone and Receiver that was purchased in 2020 because it is no longer working, and it would be nice to have it for rentals in the community center. Due to the lack of use by the town of Brookside the board decided not to replace it at this time. The board requested that The Clerk look at the ARPPA funds for the next meeting.
4. Community Building Utensils: The building's utensils are slowly disappearing. The board decided to have the clerk take inventory and decide what we need to replace and send it in the newsletter to see if we can get donations. If no donations are made, we will replace from New Horizons.

**Adjournment:** Trustee Schutte Motion to adjourn, 2nd by Grooms, Motion passed with four AYES at 7:33PM.

# Town of Brookside Town Hall



1720 Brookside Ave.  
Brookside, CO 81212  
Office: 719-276-3436  
[TownHall@townofbrookside.org](mailto:TownHall@townofbrookside.org)  
[www.colorado.gov/townofbrookside](http://www.colorado.gov/townofbrookside)

Respectfully submitted by, Shelby Mehring, Town Clerk

## Brookside Resident Reminders

**The 2024 water rate increase will be reflected on February's bill. Water Cost: \$6.28 per 1000 gallons Tap Service Charge: \$21.24 per month**

**The Good Neighbor Policy:** Citizens should first try to resolve issues by speaking directly with each other, before asking the Mayor or Town Board to intervene.



**DOG OWNERS:** Please be responsible! Keep your dog(s) contained at home so they cannot interfere with others or be in danger; AND please control your dog's barking so they do not disturb your neighbors.

**Land Use Code:** The Town's Ordinances and Resolutions include regulations concerning the keeping of livestock and the placement of storage containers. Chicken hens are allowed with a permit. Please contact the Town Clerk to complete permitting process. Please call the Town Hall for information pertaining to this or other land use questions.

**Marijuana:** Town of Brookside Ordinance 10-2010 prohibits "the operation of medical marijuana centers, optional premises cultivation operations and medical marijuana-infused products manufacturer facilities within the Town of Brookside, Colorado."

**ONE RESIDENCE PER PARCEL:** The Town Board finds it necessary to clarify to all property owners in the Town that, in accordance with the Brookside Land Use Code adopted in 2002, all properties, whether zoned single-family residential, estate residential or multi-use, are only **allowed one residence per parcel** unless a second residence is grandfathered in or given a variance. A residence must be a minimum of 1200 square feet, on a permanent foundation, and have received a Certificate of Occupancy from the Building Inspector. **People are not allowed to reside in outbuildings or in RV vehicles or trailers. Also, gray water shall not be discharged onto any property.**

### **BUILDING PERMITS:**

**Do NOT purchase BUILDING PERMITS from FREMONT COUNTY.** All building permits in the Town of Brookside are issued from the Town of Brookside. You or your contractor must contact the Building Inspector to obtain a permit for new construction, remodel work or roofing. Call 719-276-3436.

### **When a building permit is needed:**

A building permit is required for **any structural change to an existing building, including siding, porches, roofs, solar panels, and windows.** A building permit is required for any new building over 200 square feet, as addressed by the Town of Brookside Land Use Code and the 2018 International Building Code.

- ❖ The Town's Building Inspector cannot sign off on work that does not have documentation for septic, electrical and plumbing inspections. Any mortgage lender will ask for valid inspections and permits.
- ❖ Septic Field Permits must be obtained from the Fremont County Health Department for installation or repair of septic tanks and fields. 615 Macon Ave., Canon City, CO
- ❖ Electrical and Plumbing Permits must be obtained from the State Inspectors who have offices in the Fremont County Administration Building. 615 Macon Ave., Canon City, CO

**Bellringing:** The church bell can be rung for memorial services of residents. Adamic usually rings the bell at sunset of the day of the memorial service. Family members and friends are welcome to be present at the bellringing. Bell is rung once for each year of life. The bell can be rung for weddings also. Please contact the Town Clerk, the Mayor, or Adamic.

The Town Clerk's Office is in the Brookside Community Center at 1720 Brookside Ave.  
Office hours are Tuesday and Thursday, 9:00 to 1:00. 719-276-3436 and can be reached by email at:  
[townhall@townofbrookside.org](mailto:townhall@townofbrookside.org)

Town Clerk is the designated ADA Coordinator. [www.colorado.gov/townofbrookside](http://www.colorado.gov/townofbrookside)