

TOWN OF BERTHOUD  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, MARCH 23, 2004  
Page 1 of 4

The Board of Trustees for the Town of Berthoud met for a regular meeting on Tuesday, March 23, 2004 in the Board Room of Town Hall. Mayor Milan Karspeck called the meeting to order at 7: 30 p.m.

MEMBERS PRESENT: Mayor Milan Karspeck  
Mayor Pro-Tem Jenny Foote  
Trustee Don Ashcraft  
Trustee Glen Buckingham (Arrived 7:35 p.m.)  
Trustee David Gregg  
Trustee Peder Thorstensen (Arrived 7:33 p.m.)

MEMBERS ABSENT: Trustee Michael Patrick

STAFF PRESENT: Town Administrator Jim White  
Town Clerk Mary Cowdin  
Public Works Director Bill George  
Town Attorney Bruce Fickel  
Deputy Town Clerk Charlene Reed

**PLEDGE OF ALLEGIANCE**

Mayor Karspeck led the pledge of allegiance.

**CITIZEN PARTICIPATION**

There were no topics presented from the audience.

**Trustee Thorstensen arrived at 7:33 p.m.**

**REPORTS**

Mayor Pro-Tem Foote asked that the Board make a decision regarding what time the meetings will start. Following discussion, it was decided to start all future meetings at 7:00 p.m.

Mayor Karspeck reported on a meeting with the Berthoud Trails Group, a group affiliated with the Berthoud Historical Society. The function of this group is to identify the location of the Cherokee Trail and Overland Trail, which were located in or near Berthoud. This group will be putting trail markers along both trails. The next meeting is scheduled for April 24, 2004, and the next meeting will be held in an area where the Overland Trail may have been located.

**Trustee Buckingham arrived at 7:35 p.m.**

TOWN OF BERTHOUD  
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TUESDAY, MARCH 23, 2004  
Page 2 of 4

Administrator White reported that Sir Martin Berthoud will be visiting Berthoud from Suffolk, England and will attend the presentation on Edward Berthoud which will be held at Berthoud High School at 7:30 p.m. on Friday, April 2, 2004.

Administrator White noted that the City of Fort Collins, the City of Loveland and the NCEDC are presenting "The Role of Incentives on Expanding and Attracting Primary Industry" on Monday, March 29, 2004 from 11:30 to 1:00 p.m. at the Fort Collins Marriott. Among the speakers for the presentation are John Fischbach, the City Manager of Fort Collins, Donna Smith, the President of the Economic Development Council of Colorado, and Don Williams, the City Manager of Loveland. Anyone interested in attending should RSVP by tomorrow.

Administrator White passed around a copy of the grant application for Hillsdale Park which was prepared by Danna Ortiz from Civil Resources. This application has been submitted and we are waiting for a response from Great Outdoors Colorado (GOCO).

Administrator White noted the Board discussed having a retreat on March 30, 2004, and staff has made tentative arrangements for that meeting at either the Library or the Community Center. He has also confirmed availability for Don Sandoval of the Department of Local Affairs, if the Board would like to ask him to attend. Following discussion, Board members agreed to have the study session in Council chambers to allow the meeting to be televised, and then go to the Library for the retreat. They also asked that Don Sandoval be invited to attend the meeting.

Administrator White reported that he has been advised by Chief Wegener that there will be a film crew in Berthoud on Tuesday, March 30, 2004. The crew will be on 3<sup>rd</sup> Street and Mountain Avenue near Adams Bank from 8:00 a.m. to Noon. The Police Department will be handling traffic control in the area, as needed.

Trustee Buckingham reported on the most recent Historic Preservation Commission meeting. Building Official Patrick Buckley addressed the commission and explained his role in building inspection and the role of the Historic Preservation Commission in assuring that the buildings retain their historic characteristics while meeting building code requirements. The Commission will notify his office of any buildings that are designated, so he can work closely with them if permits are requested for these buildings.

### **CONSENT AGENDA**

The consent agenda consisted of 6a, the minutes of the regular meeting held on March 9, 2004 and the special meeting held March 16, 2004, 6b, the financial statement for February 2004, and 6c., the liquor license renewal for Mainstreet.

**Trustee Gregg moved to approve the Consent Agenda as submitted. Second by Trustee Ashcraft. All members voted YES.**

### **WWPT FENCING**

Public Works Director George noted a fence was originally included in the plans for the new wastewater treatment plant, but was removed in an effort to save money. The State is requiring that the plant be secure, and we have obtained an estimate from Glacier Construction to install a fence to meet those requirements. Glacier is estimating the cost will be \$39,358, and this price is good through Wednesday, March 24, 2004, due to the volatility of the steel market. He asked for Board approval to go ahead with the fence.

Trustee Buckingham asked why we did not get competitive bids for this fence. Public Works Director George noted we got bids earlier in the process and the estimates at that time were in the amount of approximately \$35,000.

**Mayor Pro-Tem Foote moved to approve the change order to build a fence around the new wastewater treatment plan at an amount not to exceed \$40,000. Second by Trustee Buckingham. All members voted YES.**

### **RESOLUTION – IGA RE: ROUNDABOUT**

Public Works Director George noted the Board approved the contract for the roundabout at the meeting on March 9, 2004, but did not approve a resolution approving the contract. He presented a copy of the proposed resolution for Board approval, noting this must be sent with the contract to CDOT.

Mayor Karspeck summarized the proposed resolution.

**Trustee Gregg moved to approve Resolution 3-04, approving the contract with the Colorado Department of Transportation for the design and construction of a Roundabout. Second by Trustee Ashcraft. All members voted YES.**

### **PROCEDURE FOR NAMING FACILITIES**

Administrator White presented the proposed Procedure for Naming Public Facilities for approval. This version has more content than previous presentations, confirming that the Board has the final decision on this process, and also lists alternatives for a Plant-A-Tree Program, a Donate a Bench program, or the Adopt a Trail program.

Trustee Gregg expressed concern that this eliminates service clubs, lodges, fraternal organizations, religious or education institutions, or any other society from being involved in this process. Board members agreed and asked that this be removed.

Following discussion, items 8 and 9 were moved from Section B to Section A of the procedure document.

**Trustee Buckingham moved to approve the Procedure for Naming Public Facilities with the assumptions and alternatives, as amended. Second by Mayor Pro-Tem Foote. All members voted YES.**

**APPOINTMENT TO LARIMER COUNTY CITIZENS**  
**CRIMILAR JUSTICE COMMITTEE**

Mayor Karspeck nominated Trustee Thorstensen to serve on this Committee. Mayor Pro-Tem Foote noted Trustee Patrick expressed an interest in serving as an alternate.

Mayor Karspeck noted with no other nominations and with no objections, Trustee Thorstensen will serve on the Committee and Trustee Patrick will serve as an alternate by unanimous consent.

With no further business, the meeting adjourned at 8:15 p.m.

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Mayor Milan Karspeck

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Deputy Town Clerk Charlene Reed