



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, June 23, 2020 6:30 p.m.

This was a VIRTUAL MEETING hosted by Zoom

**REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck

**I. PLEDGE OF ALLEGIANCE** – Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

**II. ROLL CALL** – Mayor William Karspeck

The following Board Members were present:

William Karspeck, Mayor  
Maureen Dower, Mayor Pro-Tem  
Jeff Hindman, Trustee  
Tim Hardy, Trustee  
Lonnie Stevens, Trustee  
Mike Grace, Trustee  
May Soricelli, Trustee

The following were also present:

Chris Kirk, Town Administrator  
Christian Samora, Town Clerk  
Erin Smith, Town Attorney

**III. CITIZEN PARTICIPATION**

There was not any participation from the public.

**IV. SCHEDULED ITEMS**

**1. Consent Agenda**

**(Christian Samora)**

*Consent Agenda items are routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.*

- a) June 23, 2020 Meeting Agenda
- b) June 6, 2020 Meeting Minutes

Trustee Stevens moved to combine and approve the items on the Consent Agenda. Trustee Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

**2. BERTHOUD AREA CHAMBER OF COMMERCE PRESENTATION**

**(Melissa Feldbush)**

Melissa Feldbush, Executive Director with Berthoud Area Chamber of Commerce, presented their new Berthoud Bucks program. Feldbush explained that Berthoud Bucks are a valid bank check that spend just like cash and can be used at any Berthoud business or nonprofit.

The program is designed to encourage local shopping, which strengthens the economy and supports business growth. Berthoud Bucks can be purchased at the Berthoud Chamber of Commerce office in \$5, \$10 or \$25 increments. Each check can be used for employee incentives, prizes or gifts for family and friends. The use of Berthoud Bucks ensures that this money is spent in the Berthoud Community.

In response to COVID-19 the Chamber will be utilizing a Berthoud Bucks matching campaign. For every receipt submitted that shows a previous purchase at a local Berthoud Business, matching amount of Berthoud Bucks will

be given up to \$25 per receipt submittal. 100% of funds used for the program get disbursed in the form of Berthoud Bucks to support local businesses and non-profits. Feldbush requested support from the Town for the program.

**The Board requested that the approval of a \$5,000.00 contribution be put on the next Town Board agenda.**

**3. CDOT INTERGOVERMENTAL AGREEMENT**

**(Chris Kirk)**

Town Administrator Kirk gave an introduction and provided background information. The 2020 adopted budget includes a contribution to the I-25 project in the amount of \$250,000. These funds are budgeted in the road impact fee account. CDOT is working on the project right now.

**Trustee Hindman moved to approve Resolution 9-2020 an Intergovernmental Agreement with CDOT for the I-25 extension. Seconded by Trustee Stevens. In a 7-0 roll call vote the MOTION CARRIES.**

**4. LARIMER COUNTY INTERGOVERMENTAL AGREEMENT**

**(Chris Kirk)**

Town Administrator Kirk gave an introduction and provided background information. The Federal Government enacted the Coronavirus Aid Relief and Economic Security Act (CARES) on March 27, 2020. The CARES ACT created a Coronavirus Relief Fund that is to be used to make payments for specific uses to state and local governments.

**Trustee Grace moved to approve the Memorandum of Understanding related to the distribution of CARES Act Funds. Seconded by Trustee Hardy. In a 7-0 roll call vote the MOTION CARRIES.**

**V. ELECTED OFFICIAL REPORTS**

**Town Administrator Kirk:** July 3, will be the Town's Firework Show. There is no dedicated viewing location and the public is encouraged to be respectful and keep socially distant. The Town will have support from the Sheriff's Office. The Fireworks will be larger and higher than they were in 2019. The show will be approximately 18 to 20 minutes long.

The pool opened last Monday. They are accepting reservations with two-hour blocks. Staff is cleaning the pool, restrooms and locker areas frequently.

He would like to schedule one study session a month. This would be to discuss bigger picture policy projects without making decisions.

The staff leadership team has also discussed what they have been doing during the COVID that they want to continue as we go forward. We have been building an electronic building permitting system. They have not seen any interruptions in the ability to provide service. The other thing they discussed was going to four ten-hour days to extend business hours in the morning and in the evening. Kirk stated that he planned to move forward if there is no objection from the Board.

Sales Tax in April 2020 was the highest sales tax collection month the Town has ever received in a month. Our Sales Tax projections look exceptionally good, we are well on track to make our budget numbers.

**Trustee Hindman:** He is supportive of the Study Sessions.

He felt we led the way in not canceling our Fireworks and figuring out a safe alternative. He is looking forward to next year and would like to get it up to 35 to 40 minutes.

**Trustee Hardy:** Had nothing to report.

**Trustee Grace:** He is supportive of the 4 10-hour shifts.  
He is supportive of the Study Session.

**Trustee Stevens:** He is supportive of the 4 10-hour shifts.  
He is supportive of the Study Session.

He mentioned the water drainage problems at Mary's Farm. Town Administrator Kirk asked him to come meet with

him for more details of what they are seeing. Administrator Kirk stated that drainage is part of the plan.

**Mayor Pro-Tem Dower:** Youth Advisory Commission is still planning to do a clean-up on July 11, 2020 from 6:30 a.m. to 11:30 a.m. However, they do not currently have meeting place set up but will work with Colleen to get that out when they decide a place.

She is supportive of the Study Session.

Due to the COVID-19 she would like to see us get a Mental Health Person, instead of a deputy to address some of the social, emotional calls that come into the department. She would also like us to consider a senior resource or vulnerable population person who could coordinate for those who are not able to get out should this come back.

**Trustee Soricelli:** She recommends that if there are any complaints from the community regarding the 4 10-hours days that we look further into staggering shifts.

She was also supportive of the study sessions.

She would also like to see us have time restraints on the meetings to help move things along and be more concise.

**Mayor Karspeck:** He supports the 4 10-hour shifts.

He also supports the Study Sessions.

He would like to send a letter to the Commuter Rail Commission with the support of the Board. They removed some of the primary stops, Berthoud was one of them. He would like Berthoud to be consider for the construction of a rail station and would like the support of the Board to send a letter in these regards. The Board stated that they supported the letter.

## VI. ADJOURN

The meeting adjourned at 8:32 p.m.

