



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room

807 Mountain Avenue

Town of Berthoud, Colorado

Tuesday, February 25, 2020 6:30 p.m.

*The full discussion of the Agenda items can be found by going to the Video archives on*  
<https://www.berthoud.org/government/board-of-trustees/trustee-meeting-videos/archived-trustee-meeting-videos>

### I. REGULAR MEETING CALLED TO ORDER – Mayor Karspeck called into session at 6:29 p.m.

### II. PLEDGE OF ALLEGIANCE – Mayor Karspeck lead the Pledge of Allegiance.

### III. ROLL CALL –Town Clerk Samora called the roll.

The following were present:

Mayor Karspeck

Mayor Pro Tem Hindman

Trustees: Byron, Dower, Hardy, Laak

The following were absent:

Trustees: Alaback

### IV. SCHEDULED ITEMS

#### 1. Consent Agenda

- a) February 25, 2020 Meeting Agenda
- b) February 11, 2020 Meeting Minutes
- c) Ratification of Resolution 2020.04

**Trustee Byron Motioned to combine and approve the items on the Consent Agenda. Trustee Laak seconded the motion. WITH ALL IN FAVOR THE MOTION PASSES.**

#### 2. Introduction of Information Specialist

**Town Administrator Kirk:** Introduced Colleen Cutshaw our new Public Information Specialist. This is in response to the Boards concern for better communication efforts with the public. Colleen will be taking a strong leadership role in how we do public information, education outreach, marketing and working with our current communications consultants Slate Communications.

**Public Information Specialist Cutshaw:** Stated that she is excited for this opportunity. She already thinks this place is a gem and excited for the future success of Berthoud.

#### 3. Hydraulic Fracking Presentation

**Mayor Karspeck introduced:** He is involved with the North Front Range Metropolitan Planning Organization which deals with air quality as well as transportation planning. His has been to some great presentations on air quality in the Front Range. In that process he has met some great individuals.

He introduced Dr Detlev Helmick with CSU research scientist, Natalie Eddie from Earthworks and Dr. Stephanie A. Malin a Environmental Sociologist at CSU as guest speakers.

These three speakers each gave a presentation to the board on their knowledge of Oil and Gas and the impact it has on air quality.

The Board would like staff to get a monitoring proposal for monitoring air quality. They would also like to know from staff if the planning department has considered the abandoned well sites near future development or past developments in their reviews.

#### 4. Veteran Flags on Mountain Avenue

**Laurel Downer President of the American Legion Auxiliary introduced:** The street of flags came to fruition seven years ago. They are flags that honors a veteran currently serving or past veteran by a dog tag. They would like to expand the street of flags. They want to expand on honoring our veterans.

The Board would like a little more research on what other communities are doing to be able to make a better a decision on how they can expand on what we currently have already. The Board was good with adding the decals to the poles for the existing flags.

#### 5. Emerald Ash Borer Cost Share Program

**Town Forester Embrey introduced:** He presented to the Board an updated proposal to the emerald ash borer cost share program, that the town currently offers.

**Mayor Pro Tem Hindman Motioned to treat all Emerald Ash Trees in town that are suitable for treatment, that are over 12 inches in DBH (Diameter at breast height), with the option to opt out. Trustee Hardy seconded the motion. WITH ALL IN FAVOR THE MOTION PASSES.**

#### 6. Spartan Railroad Crossing Update

**Public Works Director Brothers introduced:** The town has acquired the VanMeter property which would be the future crossing of Spartan and tie into Nebraska through Mary's Farm then Farmstead future neighborhood. It is a future collector and has been identified in the master plans over the last couple of years.

The Town is working with HDR Engineering who is working with BNSF (Burlington Northern Santa Fe Railroad). They are working on crossing plan for Spartan and the Spartan/Nebraska future corridor plan.

**Eleanor with HDR** gave an update to the Board about the conversation with BNSF.

The Board would like staff to research what Fort Collins did in their approach with the railroad crossings. Staff needs to go back and offer a Close one crossing to get one crossing. They would also like staff to research what would be required for the quiet zone and the approximate cost.

#### 7. Licensing Authority Interview Committee

**Town Clerk Samora introduced:** We have a licensing authority that considers both liquor, as well as marijuana applications for the Town of Berthoud. The authority operates with a quorum of two members. However, a conversation with our municipal judge, as well as our new legal counsel, as to that current practice What we need to do to really be operating by the letter of the law is to have three members on that authority. We need to fill that citizen position. We are looking for two members of the Board that would like to serve on that interview committee. That way when we do get applicants, they can interview them and bring their recommendation to the Board.

**Mayor Karspeck volunteered to be on the interview committee and it was agreed that one member of the Board would be sufficient doing interviews with Town Clerk Samora.**

### V. ELECTED OFFICIAL REPORTS

**Town Administrator Kirk:** An email was sent from Community Development Director Freese about the Comp Plan Committee Meeting on March 25,2020. That will be notice as a meeting of the Board, so the Board can attend. Staff and the Public Information Specialist are working on a tentative Dog Park Grand Opening date. They are looking towards the end of March for that.

The groundbreaking for Waggener Farm Park beginning of April. An email will go out about that as well.

Economic Development Director Elish wanted him to give an update on Mayor Summit Entrepreneurship. They had fifty-six people registered from seventeen communities, represented ten mayors. This is going to be a great event coming up in March that we are hosting.

We will be hosting the Business Appreciation Breakfast in May. Anyone who owns a business in Berthoud is invited. This will be during Small Business Week and will be a great opportunity to recognize and appreciate local businesses.

**Attorney Smith:** Had nothing to report.

**Trustee Dower:** The P.O.R.T. Tour had to be rescheduled to March 3, 2020 due to inclement weather. For those who want to attend we will meet at Town Hall and it would be best to arrive at 2:30 p.m. to 2:45 p.m. We will be taking off right at 3 p.m. The tour should take about two hours. The tour is going to focus on selected areas that are a focus of the P.O.R.T. Committee.

**Mayor Pro Tem Hindman:** Had nothing to report.

**Mayor Karspeck:** He thanked staff for the Mission Homes Tour. He had a group conference call with Historic Preservation Mainstream and Professionals for Foursquare grant. The next step will be getting everyone together for a Historic Preservation Advisory Committee Meeting on how they can work together to save the building.

He also attended a Larimer County Planning and Zoning meeting on Fracking.

The Northern Colorado Bike and Ped Collaborative they had an interesting conversation on electric bikes. Larimer County wants to ban them, and Fort Collins wants to go the other way and create speed limits and legitimize it. They also discussed electric scooters. He also attended the CML Legislative workshop in Denver at the Colorado History Museum.

**Trustee Laak:** Ramey Environmental sent out a questionnaire to have a better understanding of what is going on.

**Trustee Byron:** She would like to see a pointer be used in presentations for Board and Planning Commission meetings.

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

**VI. ADJOURNED FROM REGULAR MEETING AT 10:45 P.M.**



**Karen J. Clark**

Deanne Karspeck  
Mayor Karspeck or Mayor Pro-Tem Hindman