

## **MEETING MINUTES OF THE TOWN BOARD**

This meeting was held virtually over a Zoom call.

807 Mountain Avenue

Town of Berthoud, Colorado

Tuesday, April 21, 2020 6:30 p.m.

### **I. SPECIAL MEETING CALLED TO ORDER – Mayor Will Karspeck**

Mayor Karspeck called the meeting to order.

### **II. PLEDGE OF ALLEGIANCE – Mayor Will Karspeck**

Mayor Karspeck led the Pledge of Allegiance.

### **III. ROLL CALL – Mayor Will Karspeck**

The following Board Members were present:

William Karspeck, Mayor  
Jeff Hindman, Mayor Pro-Tem  
Brian Laak, Trustee  
Tim Hardy, Trustee  
Maureen Dower, Trustee  
Kelsey Byron, Trustee  
Paul Alaback, Trustee

The following were also present:

Chris Kirk, Town Administrator  
Christian Samora, Town Clerk  
Alicia Garcia, Town Attorney

### **IV. SWEARING IN OF NEWLY ELECTED OFFICIALS**

Clerk Samora swore in each of the newly elected officials. Those officials were Will Karspeck, Mayor; Jeff Hindman, Trustee; May Soricelli, Trustee; Lonnie Stevens, Trustee; and Mike Grace, Trustee.

### **V. 10 MINUTE BREAK**

### **VI. RECOGNITION OF OUTGOING OFFICIALS**

Mayor Karspeck presented each of the outgoing members with tokens of appreciation.

### **VII. APPOINTMENT OF MAYOR-PRO TEM**

Mayor Karspeck gave an introduction.

**Mayor Karspeck motioned to appoint May Soricelli as the Mayor Pro-Tem. Trustee Grace seconded the motion. Trustee Grace, Trustee Stevens and Mayor Karspeck voted in favor. Trustee Hardy, Trustee**

**Hindman and Trustee Dower voted against.**

Clerk Samora asked if Trustee Soricelli was able to vote on the motion or if she would need to abstain.

Administrator Kirk stated it would be up to the Board and asked the Town Attorney for guidance.

The Town Attorney stated that it would likely be best not to, but not the end of the world if Soricelli did vote.

The Board had a discussion regarding how to proceed. The Board decided to select candidates by poll.

In the first round of polling, the following votes were cast:

<b>Candidate:</b>	<b>Soricelli</b>	<b>Hindman</b>	<b>Dower</b>	<b>Hardy</b>
Supported by:	Soricelli		Dower	Hardy
	Grace		Hindman	
	Karspeck		Stevens	

There was a second round of polling:

<b>Candidate:</b>	<b>Soricelli</b>	<b>Dower</b>
Supported by:	Soricelli	Stevens
	Grace	Hardy
	Karspeck	Dower
		Hindman

**Trustee Hardy motioned to appoint Trustee Dower to be the Mayor Pro-Tem. Trustee Hindman seconded the motion. In a roll call vote, ALL WERE IN FAVOR AND THE MOTION CARRIED.**

**VIII. COMMITTEE LIAISON APPOINTMENTS**

Mayor Karspeck suggested the following appointments:

Mayor Pro-Tem Dower	Youth Advisory Commission
Trustee Hindman	Historic Preservation Commission
Trustee Soricelli	Tree Advisory Committee
Trustee Hardy	Parks Open Space and Trails

**The Board was in agreement with the suggestion.**

**IX. EMERGENCY ORDINANCE REGARDING QUASI-JUDICIAL HEARINGS (Curt Freese)**

- 1) Ordinance 1284 – An ordinance of the Town Board of the Town of Berthoud amending the emergency ordinance concerning the coronavirus (COVID-19) public health emergency to permit holding quasi-judicial hearings and adopting procedures therefore.
- 2) Resolution 2020-07 – A resolution of the Town Board of the Town of Berthoud establishing emergency meeting procedures.

Administrator Kirk made an introduction and provided background information.

After a short discussion, the Board requested that the Town attorney make revisions to address the following:

- Adjust the language of the resolution and ordinance to include the Planning Commission.
- Remove any language declaring an emergency ordinance.

The Board moved forward with the next item and will return to this discussion after the Town Attorney made the requested adjustments.

**X. LOCAL BUSINESS SUPPORT FUNDING (Chris Kirk)**

Administrator Kirk gave an introduction and provided background information.

Mayor Karspeck suggested a voucher program that would allow applicant to spend voucher dollars at local businesses.

After a continued discussion, the following motion was made.

**Trustee Hindman motioned to direct staff to prepare the support program for final approval at the April 28, 2020 Town Board Meeting. Trustee Stevens seconded the motion. In a roll call vote, ALL WERE IN FAVOR AND THE MOTION CARRIED.**

**XI. SUPPORT LETTER REGARDING COVID FUNDING FOR SMALL CITIES (Mayor Karspeck)**

Mayor Karspeck made an introduction and read the letter aloud.

**The Board was in support of the letter.**

**XII. EMERGENCY ORDINANCE REGARDING QUASI-JUDICIAL HEARINGS**

The Town Attorney presented a revised ordinance and revised resolution as requested by the Town Board.

**Trustee Hardy motioned to approve Ordinance 1284, an emergency ordinance of the Town Board of the Town of Berthoud amending the emergency ordinance concerning the coronavirus (COVID-19) public health emergency to permit holding quasi-judicial hearings and adopting procedures therefore, as amended by the Town Attorney. Trustee Dower seconded the motion. In a roll call vote, ALL WERE IN FAVOR AND THE MOTION CARRIED.**

**Trustee Hardy motioned to approve Resolution 2020-07, a resolution of the Town Board of the Town of Berthoud establishing emergency meeting procedures. Trustee Grace seconded the motion. In a roll call vote, ALL WERE IN FAVOR AND THE MOTION CARRIED.**


**XIII. EXECUTIVE SESSION**

**Trustee Hindman motioned to enter into Executive Session pursuant to CRS § 24-6-402(4)(a) for the purpose of discussing the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale. And the following details are provided: Potential property purchase regarding Berthoud Reservoir**

**Trustee Hardy seconded the motion. In a roll call vote, ALL WERE IN FAVOR AND THE MOTION CARRIED.**

XIV. ADJOURN

The meeting adjourned at 9:25 PM.

  
Christian R. Samora, Town Clerk

  
Will Karspeck, Mayor

