



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, May 12, 2020 6:30 p.m.

**This was a VIRTUAL MEETING hosted by Zoom**

### I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck

### II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

### III. 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

The following Board Members were absent:

May Soricelli, Trustee

The following were also present:

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

### IV. CITIZEN PARTICIPATION

The owners of LivWell gave a short presentation and introduced themselves. They indicated that they had purchased the beMindful medical and retail marijuana establishment.

Lyn Larsen spoke and thanked Clerk Samora regarding an update to the Town Website that included the results from the past few elections. He stated that he would be sending the Board an email regarding the past few elections.

Marisol Rodriguez of Berthoud stated that she sent an email to several of the Board Members. She explained that she felt the apartments in Heron Pointe look very good. She stated that she had concerns about the safety at the roundabout crosswalks. Rodriguez described an incident that she felt was very dangerous. After a short discussion, the Board agreed to have a traffic safety engineer assess the intersection.

Karspeck asked how the concerns could be addressed. Administrator Kirk stated that it could be verified that the lines of sight are within the required standards. That process would be started by involving a traffic safety engineer.

### V. SCHEDULED ITEMS

#### 1. Consent Agenda

**(Christian Samora)**

*Consent Agenda items are considered to be 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) May 12, 2020 Meeting Agenda

- b) April 28, 2020 Meeting Minutes
- c) January Financial Information
- d) February Financial Information

**Trustee Hindman motioned to combine and approve the items on the Consent Agenda. Trustee Grace seconded the motion. With all in favor, THE MOTION CARRIED.**

**2. LARIMER COUNTY LOAN FUND**

**(Walt Elish)**

Elish gave an introduction and provided background information.

**Trustee Hindman motioned to approve the Loan Loss Agreement with the Colorado Enterprise Fund. Trustee Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.**

**3. DISCUSSION REGARDING PRIVATE CHEMICAL APPLICATORS (Town Board)**

Hardy gave an introduction and provided background information.

Trustee Stevens asked if there was a way to enforce it to be fair. He stated that he agreed with it but didn't want neighbors to be picking on each other.

Hindman clarified that what Trustee Hardy was requesting is that professional applicators would be required to notify the neighbors.

Administrator Kirk stated that the notification piece is the only part that he is struggling with. He stated that it will be difficult to confirm that notification was given.

Hardy stated that there could be a yard sign indicating that a property would be sprayed.

**The Board directed staff to bring back information and a possible program at a future Town Board Meeting. This included looking at other municipalities to see how their successful programs are structured.**

**VI. ELECTED OFFICIAL REPORTS**

**1. Administrator Kirk**

Kirk reported that 21 applications were received for the sales tax rebate relief program. All applications that have been received have been funded. Businesses that are doing well did not apply for the fund. Some businesses were not in good standing with regard to their sales tax and were not able to apply. Just over \$50k has been funded. Well below the \$300k that had been set aside.

Mayor Karspeck asked when the comp plan results would be in.

Kirk stated that staff is still working staggered shifts and Town Hall is still closed. Field crews are working longer days to try and keep up.

There has been a lot of talk and questions regarding face coverings. The Larimer County webpage has guidance regarding using face coverings. Businesses should be reminding customers to wear masks or to bring one next time if they do not have one.

Trustee Hindman asked if businesses can refuse service if someone is not wearing a mask. Kirk stated that he believed that it would be within the business' rights but felt that the County guidelines are to help avoid conflict.

Kirk stated that the Town does not currently intend to modify the recreation programs until State restrictions are changed.

Kirk stated that the Town did receive the Sales Tax revenues for March 2020. Kirk stated that April will be the real indicator of how COVID impacted the local economy. Kirk stated that March 2020 had higher revenue than March 2019.

The Public Works Building is moving along very well. The siding, roof and solar panels are being installed. Kirk stated it should be the first metal building to meet the higher energy standards.

2. Town Board – Tim Hardy, Jeff Hindman, May Soricelli, Lonnie Stevens, Mike Grace

Trustee Stevens asked if there are road repair areas that may be overlooked. Stevens referenced the west side of First Street, Second Street and the alleys in Mary's Farm.

Kirk stated that there is a current plan to design repairs to the 2<sup>nd</sup> Street south of Welch. Kirk also referenced looking at potentially adding bike lanes to some streets.

Trustee Hindman stated that it would be helpful for the new Board to have a review regarding what is happening this summer regarding road and safe routes projects.

Trustee Grace stated that he has seen kids at the skate park. He was curious if there were any restrictions regarding that.

Trustee Grace asked about a tornado siren. He felt that it would be something that we could reasonably be investigated for the safety of the community.

Trustee Hardy stated that there were two sirens in Town at one time. Trustee Hindman stated that the reverse 911 had replaced the sirens.

Trustee Hindman stated that there was a PORT meeting last Wednesday. He stated that the attendance was not enough to have a quorum. He stated that Olinger provided an update to those that attended the Zoom meeting. Trustee Hindman stated that he would send the minutes to the rest of the Board.

Kirk stated that the notice went out on Monday and there was a quorum, but a lot were not in attendance.

3. Mayor Pro Tem Dower

Mayor Pro-Tem Dower stated that she attended her first Youth Advisory Commission Meeting. She stated that they are developing a youth resource guide. Where they can hang out, what restaurants there are, etc. She stated that they are working very hard on it and doing an amazing job.

Mayor Pro-Tem Dower thanked Mayor Karspeck for introducing her to the MPO and getting her on various email lists, so that she may participate.

Mayor Pro-Tem Dower stated that the Town placed caution tape at the playgrounds. She asked if the Town could do the same at the skate park. Kirk stated that there are signs and fencing at the park.

Dower stated that the Public Health Order indicates when masks are required. She encouraged everyone to think of others when deciding to wear a mask. Kirk stated that Dower is 100% correct. Kirk clarified that the guidance he mentioned earlier was for business owners.

Dower clarified that wearing masks is an order and the guidance is regarding enforcement.

4. Mayor – William Karspeck

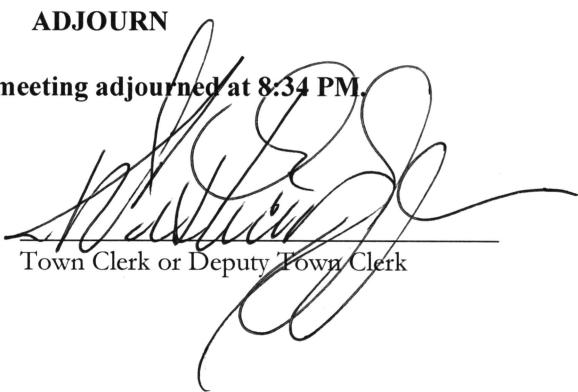
Mayor Karspeck stated that Transfort is starting back up, but Berthoud was not included in the route. The service is down by 80% as far as ridership.

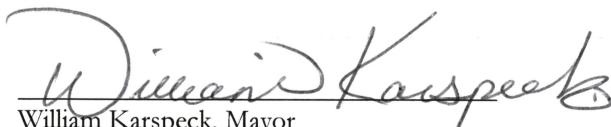
Congressman Neguse had a meeting last week regarding the funding package.

Mayor Karspeck thanked the Parks and Recreation Department. He stated that he really noticed that there are a lot of infill trees and shadow plantings.

**VII. ADJOURN**

The meeting adjourned at 8:34 PM.

  
\_\_\_\_\_  
Town Clerk or Deputy Town Clerk

  
\_\_\_\_\_  
William Karspeck, Mayor