



MEETING MINUTES OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, March 24, 2020 6:30 p.m.
This was a virtual meeting held online using 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
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
Erin Smith, Town Attorney

IV. CITIZEN PARTICIPATION

May Soricelli stated that she has a unique perspective regarding the ongoing crisis. She stated that the Board should be focusing on subject matter as it relates to the survival of citizens. She stated that most small businesses are run by citizens. She stated that if the businesses must close and there will be a significant impact to the local economy. Soricelli stated that she spoke to over 30 local businesses that will soon be in difficult situations. Soricelli shared two additional points:

- 1. The best thing that could help small businesses would be rent and mortgage coverage.
- 2. The community is in a state of emergency and a lot of other things should be on hold.

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) March 24, 2020 Meeting Agenda

Trustee Laak motioned to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion.

In a 7-0 roll call vote, **THE MOTION CARRIED.**

2. COVID-19 Update

(Chris Kirk)

Administrator Kirk stated that the Town is currently closed to the public and the staff is working staggered shifts. He stated that he felt everyone at the Town was essential, although some areas are more essential than others. He stated the Town can weather the storm by prioritizing and postponing some purchases until there is a clearer picture of the situation.

Larimer County Public Health Director Tom Gonzalez stated that the situation is unprecedented. He stated that there are 43 cases in Larimer County, with two from Berthoud. He stated that there have been orders to close various types of businesses, schools, and limiting non-essential procedures. The State lab is behind by about 7 days.

Gonzales described the response:

Physical distancing. Denver and Boulder have issued a stay home order. He stated that he is pleading with the community to stay home unless it is essential to be out. He stated that the more who can participate, the sooner it will pass.

Trustee Laak asked how social media was being used in the situation.

The Larimer County Chief PIO stated that messaging is going out on Facebook and Next Door in addition to the Larimer County website.

Pro-Tem Hindman asked when he thought it might peak. Gonzalez stated that he does not have a definite answer. Looking at other locations, he stated that it looked like it would be 200 days. If people can stay home and stop the spread, it could be as low as 15 to 20 days.

Trustee Alaback stated that a big challenge was getting groceries and how can the risk be minimized?

Gonzales stated that groceries are essential. Only one person per household should be go get groceries. He stated that people must stay 6 feet away from other people.

Trustee Dower asked if the website would be helpful. She stated on the website, it does help to rule out other symptoms.

Gonzales stated that the symptoms listed are most often a sore throat, cough and difficulty breathing.

Mayor Pro-Tem Hindman thanked Gonzales.

3. Utility Assistance Policy

(Chris Kirk)

Administrator Kirk gave an introduction and provided background information.

Mayor Pro-Tem Hindman motioned to approve the Utility Assistance Policy as presented. Trustee Laak seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

4. Discussion Regarding Moratorium of Court-Ordered Evictions (Town Board)

Administrator Kirk stated that he spoke to Sergeant Anderson. He stated that Larimer County is not currently assisting with court ordered evictions until May. For the short term, this is already being dealt with and does not require Board Action.

Trustee Laak asked how many evictions there are.

Administrator Kirk stated that County wide it is perhaps 7-10 per month. He stated that it is not something that

occurs regularly

5. Impact Fee Update

(Chris Kirk)

Administrator Kirk gave an introduction and provided background information.

After a short discussion, the following motion was made:

Mayor Pro-Tem Hindman motioned to approve Ordinance 1277, an ordinance of the Town Board of the Town of Berthoud, amending Section 101 and following of Chapter 10, Article 30 of the Berthoud Municipal Code, adopting initial development impact fees to defray capital costs for public facilities, transportation, and parks and recreation, providing for other impact fees as established by appropriate studies, and for the tracking and management of the respective development impact fees collected.

Trustee Dower seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Mayor Pro-Tem Hindman motioned to approve Resolution 2020-07, a resolution of the Town Board of the Town of Berthoud approving a fee schedule as provided in the Berthoud Municipal Code.

Trustee Laak seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

6. Discussion Regarding Oil & Gas Near Existing Development

(Town Board)

Administrator Kirk stated that there are three abandoned wells in existing neighborhoods. He stated that there is very little risk associated with them.

He stated that the old wells have been abandoned and buried, but they do not show up on any current mapping. The well in Heritage ridge was filled and capped with concrete. He stated that the well was 7 feet underground but is now currently 14 feet underground.

Trustee Byron asked what the COGCC is saying about the wells that were dug in 1992 and 2005.

Administrator Kirk stated that there are several active wells on the Wilson Ranch site. He stated that there is a lot of documentation that would need to be completed before ground can break.

Trustee Byron noted that people are less healthy when they are exposed to emissions produced by the wells.

7. Town Administrator Contract

(Town Board)

Mayor Karspeck gave a brief introduction.

Mayor Pro-Tem Hindman motioned to approve the second addendum to the Employment Contract between the Town of Berthoud and Christopher Kirk.

Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

I. ELECTED OFFICIAL REPORTS

1. Town Board – Jeff Hindman, Brian Laak, Maureen Dower, Tim Hardy, Paul Alaback, and Kelsey Byron
2. Mayor Pro Tem Hindman
3. Mayor – William Karspeck

Administrator Kirk thanked the Trustees for their kind comments. Kirk stated that the staff has an amazing leadership team and they have done a lot of hard work. Kirk stated that he is very optimistic of the organization's future. He stated that he is very excited of the extension of his contract through 2023.

Kirk continued to explain that a lot of time there has been an internal response to the COVID 19 situation.

Kirk stated that last Friday the staff time was reduced by half to work in shifts. He stated that it was a great conversation with the leadership team.

Mayor Karspeck stated that he was impressed with what staff is doing. He stated that the Town has been meeting with the County and School District regularly.

Trustee Dower reported that PORT had scheduled a tour. All the rec programs have been discontinued. Kirk stated that all programs have been cancelled for the spring.

Pro-Tem Hindman stated that today was the original Alex Sabados Day. Hindman also encouraged the community to support local businesses.

Trustee Laak met with Amie Pill from the Berthoud Library District– He stated that if you have a chance, the library is wanting to know what the community thinking about.

Trustee Alaback stated that he is impressed with how rapidly the Town has responded to the situation.

Trustee Hardy agrees with Trustee Alaback. Hardy introduced Melissa Feldbush as the new Chamber of Commerce Director.

Trustee Byron stated that most people have some form of strain. She stated that people can practice Corona Kindness.

Pro-Tem Hindman asked what the status of the four-square (church) matching funds was. Administrator Kirk stated that staff had a discussion and it was feasible. Kirk stated that he understood the in-kind contribution would be staff time.

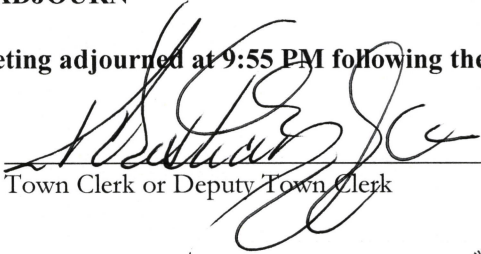
I. EXECUTIVE SESSION

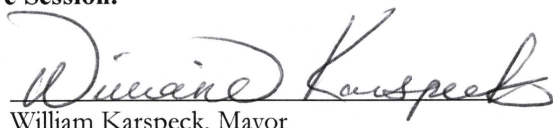
Mayor Karspeck motioned to enter into Executive Session under C.R.S. § 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. And the following details are provided: Potential Property Purchase Regarding Berthoud Reservoir.

Mayor Pro-Tem Hindman seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

II. ADJOURN

The Meeting adjourned at 9:55 PM following the Executive Session.


Town Clerk or Deputy Town Clerk


William Karspeck, Mayor

