



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, July 14, 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

The following Board Members were not present:

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 none.

#### IV. COMMUTER RAIL PRESENTATION

The presentation was given by Randy Grauberger, Project Director of Southwest Chief and Front Range Passenger Rail Commission. He introduced Becky Karasko Commissioner representing the North Front Range area and is with the North Front Range MPO. He also introduced Spencer Dodge Liaison to the Rail Commission.

After the presentation they answered the Board's questions.

#### V. 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) July 14, 2020 Meeting Agenda
- b) June 23, 2020 Meeting Minutes
- c) May Financial Information

Trustee Stevens moved to combine and approve the items on the Consent Agenda. Trustee Hindman seconded the motion. In a 5-0 roll call vote, THE MOTION CARRIED.

##### 2. Adoption of the 2020 Model Traffic Code by reference-PUBLIC HEARING (Sgt. Jim Anderson)

Ordinance 1285 – An Ordinance for the Regulation of Traffic by the Town of Berthoud; adopting by reference the

2020 Edition of the “Model Traffic Code” repealing all ordinances in conflict therewith; and providing penalties for violation thereof.

Attorney Smith went over what was taken out and what was added. The parking will be coming back in a separate ordinance to be more specific to Berthoud.

Sergeant Anderson answered the Board’s questions.

**Trustee Hindman moved to approve Ordinance 1285, an ordinance of the Town Board of the Town of Berthoud adopting by reference the 2020 Model Traffic Code with the redlines as reviewed and with the intention that further clarification of electric scooters and bicycles be brought back to the Board at a future date. Mayor Karspeck seconded the motion. In a 5-0 roll call vote, THE MOTION CARRIED.**

**3. Garden Fair Project Award**

**(Stephanie Brothers)**

Stephanie Brothers introduced. The Garden Fair Project is the neighborhood around Roberts Lake. The project includes stormwater improvements that will eventually carry the discharge historic flow from Wagner Farm Park, they will both work in conjunction together. The project needs to start now so we can alleviate the runoff needed for the Wagner Farm Park. She then presented the bids that came in.

**Trustee Hindman moved to award the Garden Fair Project Bid to Coyote Ridge. Trustee Hardy seconded the motion. In a 5-0 roll call vote, THE MOTION CARRIED.**

**4. Berthoud Bucks Program**

**(Chris Kirk)**

Town Administrator Chris Kirk introduced. Berthoud Bucks are a valid bank check that spend just like cash and can be used at any Berthoud Business or nonprofit. As a result of COVID-19, and the economic impacts that we have all seen the Town thinks it is important to continue to support programs that support local business. At the last meeting, the board directed staff to bring back an item to formally come up to \$5,000.00 of town general funds to the Berthoud Bucks Program.

**Trustee Stevens moved to authorize the Town Administrator to contribute up to \$5,000.00 of Town General Funds to the Berthoud Bucks Program. Trustee Hindman seconded the motion. In a 5-0 roll call vote. THE MOTION CARRIED.**

**5. Sidewalk Cost Share Program**

**(Chris Kirk)**

Town Administrator Chris Kirk introduced. The Town has created a sidewalk cost share program with the expectation that once implemented it would give homeowners more incentive to update and improve the sidewalks that they are currently responsible for. The Municipal Code does require sidewalks, curbs and gutters to be maintained by the property owner adjacent to where that improvement is constructed.

**Trustee Hindman moved to approve the Sidewalk Cost Share Program making the change decorative upgrades be the responsibility of the homeowner and the curb and gutter not be included in the code enforcement. Trustee Stevens seconded the motion. In a 5-0 roll call vote. THE MOTION CARRIED.**

**6. Downtown Business Support**

**(Chris Kirk)**

Town Administrator Chris Kirk gave an introductory and Walt Elish Community Development Director gave a presentation. The Town had set aside money for business support at the beginning of the COVID-19 since then Larimer and Weld have presented the CARES ACT that was discussed in the last meeting. A lot of the restaurants in town were greatly affected by the COVID-19 and have had to open under new guidelines and restrictions. For example, having to have outdoor seating, online ordering, and other safety measures. Enduring a lot of expenses associated with that. Staff came up with a program where they could identify and design improvements to these businesses. This would be a grant program working alongside BHA to keep with our Mountain Avenue Overlay Plan, to support businesses who want to implement these improvements. The Town would help fund and then get reimbursed with the CARES ACT Funding.

**The Board directed staff to move forward.**



## 7. November Coordinated Election

(Chris Kirk)

Town Administrator Chris Kirk introduced. At a Board Retreat one of the high-level objectives that was set was to bring forward a ballot initiative in November 2020 regarding Municipal Broadband Services. This is not to fund, install or develop, but to opt out of Senate Bill 152. SB-152 prohibits most uses of municipal funds for improving local broadband services, without going to a vote first. This gives the Town the ability to spend money doing studies or start identifying partners where we may be able to develop municipal broadband network in the future. It does not create taxes or obligate the Town to provide that broadband infrastructure.

**Trustee Hindman moved to direct staff to formally notify Larimer and Weld Counties of the Town's intent to participate in the November 2020 election regarding Municipal Broadband. Trustee Hardy seconded the motion. In a 5-0 roll call vote. THE MOTION CARRIED.**

## VI. ELECTED OFFICIAL REPORTS

**Town Administrator Kirk:** We have modified Town Hall hours from Monday through Thursday from 7 a.m. to 5:30 p.m. and closed Fridays. That information has gone out via social media and press releases. There has not been any pushback and thinks people are excited about us being open earlier in the morning.

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

**Trustee Hardy:** Berthoud Main Street will be hosting SnowFest. They are hoping that they can do something this year. They are also looking at other events and trying to plan for 2021. They are hoping things get back to normal so they can do more things downtown as well.

**Trustee Stevens:** Lift Station East 4<sup>th</sup> and Nebraska wanted to know when that will be removed. Drainage along 4<sup>th</sup> would like Town Administrator Kirk to update him. Town Administrator Chris Kirk replied that we have a new engineering firm **not the one who did the original design** to review the original drainage study and review the improvements that were installed and confirm that they are appropriate. Trustee Stevens then thanked Chris for what he does and appreciates it.

**Trustee Hindman:** Commends Staff of the great organization of the Fireworks, from the signage, notifications, the public press release, articles in the newspaper that all really stressed safe distancing while watching. He knows of several people from Boulder that came to watch Berthoud's Fireworks and really loved them. He still would like to see them bigger and more dramatic display for next year.

Jankowski property would like to have the Board support to add that to the PORT Plan. (There was Board Support)

**Mayor Pro Tem Dower:** Thought the fireworks were spectacular. She stated it was good to see that people did pay attention and they did keep to their own groups. This past Saturday, July 11, Youth Advisory Commission had their cleanup. Typically, the cleanup is in the spring however this year because of the pandemic it got delayed. They did get together Saturday morning advertised it on Facebook and other social media. They met at the high school and they split the town. Groups of people took a couple parks and a school. The kids took care of Hillsdale, Town Park, Fickle Park, and all the schools. They also did the detention pond at Gateway Park. They did the drainage ditch that runs along Mountain Avenue/Highway 56 west of Berthoud Parkway. They also got Meadowlark which is on the west side of Town just before Highway 287 on the north side of Mountain Ave., where a lot of wind blows garbage. The kids really had a great time, they were super-efficient. We did notice that the Town keeps the parks really clean. They mostly found the garbage in other places. She gave kudos to the Town Staff for keeping the parks clean. They did take some pictures of the kids out cleaning up, and some of the things that they found. They will get those to Colleen to post.

**Mayor Karspeck:** He will be doing Accounting Manager phone interviews for the MPO, which needs an elected official on. He also mentioned that he appreciated Randy and team for coming on behalf of the Commuter Rail to present.

## VII. EXECUTIVE SESSION

Pursuant to 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. And the following details are provided: Potential Water Purchase.

Mayor Karspeck moved that the Town Board enter into executive session pursuant to C.R.S. §24-6-402(4)(e)(1) to determine positions relative to matters that may be subject to negotiations, developing a strategy to negotiations, and instructing negotiators. And the following details are provided: Potential Purchase of Water Rights. Trustee Hardy seconded the motion. In a 5-0 roll call vote. THE MOTION CARRIED.


Trustee Hindman moved authorize the Mayor to work with staff to execute the agreement for sale and purchase of Windy GAP units substantially in the form of the attached agreement, as approved by the PRPA Board. Trustee Hardy seconded the motion. In a 5-0 roll call vote. THE MOTION CARRIED.

#### VIII. ADJOURN

The meeting adjourned at 10:25 p.m.

  
Town Clerk or Deputy Town Clerk



  
Maureen Dower, Mayor Pro-Tem