



**TOWN BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
SEPTEMBER 26, 2017  
6:00 P.M.**

**1. Call to Order**

The Meeting was called to order by Mayor Mulvihill at 6:15 P.M.

**2. Roll Call**

Christian Samora, Town Clerk, called the roll call. Mayor Mulvihill, Pro Tempore Buckridge, Trustee Baker, Trustee Dunkelberger, Trustee Hindman, Trustee Karspeck, Trustee Laak, Mike Hart and Gregg Bell were present at the meeting.

**3. Pledge of Allegiance**

Mayor Mulvihill led the Pledge of Allegiance.

**4. Approval of Agenda**

**Pro Tempore Buckridge motioned to approve the agenda as presented. Trustee Dunkelberger seconded the motion. With all in favor, THE MOTION CARRIED.**

**5. Citizen Participation**

Rich Erickson of Berthoud stated that he would be speaking regarding dog parks. He stated that there is not a dog park and he as well as his neighbors have a lot of dogs. He stated that they are having to go to overland and requested that the Town Board place a park in the Town of Berthoud.

Sherry Erickson of Berthoud stated that there has been a traffic problem along Welch for several years. She stated that she signed a petition last week to hopefully address the issue of traffic. Erickson stated that she spoke to the chief of police and the traffic has become very disruptive. Samora clarified that Byron will be delivering a petition regarding the same during the week following the meeting. Erickson stated that there has been a patrol car on Welch, but she hadn't heard what the results were from the police presence.

Hart explained that a four-way stop is not needed and people tend to run stop signs that are not needed. There was agreement of the Town Board to have further discussions regarding the issue

Rich Erickson stated that, in the past, the Sheriff's office had studied the area. He stated that vehicles travel at high speeds through the area.

Mayor Mulvihill thanked the citizens for their effort.

## **7. Executive Session**

**Trustee Buckridge motioned to enter into Executive Session under C.R.S 24-6-402(4)(e) for the purpose of contract negotiations and to reconvene the Regular Meeting when the Executive Session has concluded. Dunkelberger seconded the motion.**

There was no further discussion.

**With all in favor, THE MOTION CARRIED.**

The Regular Meeting reconvened.

## **8. Proclamation Presentation to Bill Markham**

Hart gave an introduction and provided background information. Hart explained that Oct 6<sup>th</sup> would be Agricultural Day in the Town of Berthoud and it is also Mr. Markham's birthday.

Mayor Mulvihill read the proclamation aloud to the members of the Town Board and citizens present.

Debbie Davis stated that she, Markham and Hart have all spoken on several occasions about how many contributions Markham have made to the community. Davis referenced the Coors commercial on his property and the various occasions that he has been a Grand Marshal.

Harry Deveraux thanked Markham for what he has done for the Berthoud Community.

**Trustee Hindman motioned to approve the Proclamation and declare October 6<sup>th</sup> Agricultural Day in the Town of Berthoud. Trustee Baker seconded the motion. With all in favor, THE MOTION CARRIED.**

## **9. School District FFA/ 4H**

Hart gave an introduction and provided background information.

Margaret Crespo acknowledged the students and staff that were present for the meeting. Crespo presented a number of slides to illustrate the project for Thompson School District and thanked Markham and Hart for their assistance.

Mayor Mulvihill asked for questions and comments.

Trustee Baker thanked them for their work and asked if it would be only for high schoolers. Trustee Baker stated that they would be willing to investigate all opportunities as they became available.

Trustee Hindman stated that he felt it was a good project.

Pro-Tempore Buckridge stated that he remembered when it was just a concept and wished them the best moving forward.

Mayor Mulvihill stated that he was very proud of the program and the kids.

**Pro-Tempore Buckridge motioned to give staff direction to proceed with drafting an operating agreement with the District for joint use of the Jaskowski property. Karspeck seconded the motion. With all in favor, THE MOTION CARRIED.**

## **10. LONG-TERM WATER PURCHASE AGREEMENTS- DEVELOPERS**

Hart gave an introduction and provided background information.

Pro Tempore Buckridge asked for clarification on the pricing and term of the second agreement. Hart confirmed that he did not feel the price would change.

Trustee Baker asked for clarification on the acre foot numbers. Hart stated that approximately .4 acre foot of water is required for each rooftop.

Hindman stated that it should be noted that it is a one-time revenue.

**Trustee Dunkelberger motioned to approve both Water Purchase Agreements and give authorization for the Town Administrator to execute the agreements on behalf of the Town. Trustee Baker seconded the motion.**

Trustee Laak asked if the price has changed in the last few years. Hart stated that it has been the same for the last few years.

Hart stated that there has been a rush on CBT pricing and the fund balance was healthy.

Trustee Karspeck referenced when the Town receives money in the Building permit process.

Hart stated that it is as up front as the Town can get, but the Town does not get their money from the builder until the certificate of occupancy is issued.

Discussion continued.

**With all in favor, THE MOTION CARRIED.**

#### **11. SUPPLEMENTAL BUDGET APPROPRIATION: CR44**

Brothers explained that the budget appropriation resolution was not published properly and would be brought back to the Town Board for consideration in October. Brothers continued to explain that she would be seeking approval from the Town Board for staff to move forward with a bid award for the County Rd 44 project.

Brothers stated that the State has approved the project for a ten-year flood. The project will be completed by Dietzler Construction and the construction management would be performed by another company.

**Trustee Hindman motioned to approve the bid award for the County Rd 44 project contingent upon the approval of said supplemental appropriation and authorized the Town Administrator to sign the bid award/contract. Trustee Baker seconded the motion. With all in favor, THE MOTION CARRIED.**

#### **12. BUDGET OVERVIEW: REVENUES & SPECIAL FUNDS**

Presentation by Senior Accountant Leach & Accounting Technician, Carla Gustafson

Leach gave an introduction and provided background information. Leach prepared a power point presentation that was also included in the Town Board Packet.

**The Town Board gave staff direction to bring back the Cemetery Budget with fee comparisons to the cemetery fees in Loveland and Greely. The fee comparisons are to include cemetery fees for both residents and non-residents.**

#### **13. BUDGET OVERVIEW: WATER, WASTEWATER, DRAINAGE**

Presentation by Senior Accountant Leach & Accounting Technician, Carla Gustafson

Leach gave an introduction and provided background information. Leach prepared a power point presentation that was also included in the Town Board Packet.

#### **14. APPOINT TOWN CLERK**

Hart gave an introduction and provided background information.

**Trustee Hindman motioned to appoint Christian Samora as Berthoud's Town Clerk as required by State Statute. Trustee Karspeck seconded the motion. With all in favor, THE MOTION CARRIED.**

## **15. APPOINT TOWN CLERK TO LOCAL LICENSING AUTHORITY**

Hart gave an introduction and provided background information.

**Trustee Hindman motioned to appoint Christian Samora as the Town Clerk to the Local Licensing Authority. Trustee Laak seconded the motion. With all in favor, THE MOTION CARRIED.**

## **16. REPORTS**

There was discussion by the Town Board regarding having branded merchandise available for sale at Berthoud Oktoberfest.

**The Town Board agreed to give staff direction to order black t-shirts and baseball hats with Berthoud branding with enough lead-time to have them on-hand by Oktoberfest.**

Hindman stated that he would like to see staff to change the collection of Parks and Open Space fees to when the building permit is issued as opposed to when the certificate of occupancy is given.

**The Town Board agreed to schedule an agenda item to discuss requiring collection of building permit fees at the time of permit issuance as opposed to collecting fees when the certificate of occupancy is issued.**

Trustee Baker reported that she attended the Larimer County Suicide Prevention Alliance Meeting. Baker reported that Colorado has one of the highest suicide rates in the nations. Trustee Baker also asked if there was a way to find a staff liaison for the Youth Advisory Commission

Hart stated that he had a discussion with Dunkelberger and it may work better to have a different staff representative at each meeting.

Trustee Laak stated that John Goreski with the Tree Board has retired. Laak stated that he had served on the Tree Board for 26 years and felt it would be nice to recognize his contributions to the Town.

**The Town Board agreed to direct staff to check on the cost of a tree and a plaque in appreciation for John Goreski's 17 years of service on the Berthoud Tree Advisory Board.**

Trustee Dunkelberger stated that the youth advisory commission did a team building event at the library.

Trustee Karspeck stated that he attended a conference in Denver and he was able to pull a lot away from the event. Karspeck also noted that he attended Colorado on Rail. Karspeck stated that they want to look at extending rail lines up to Fort Collins.

Mulvihill stated that he did a meet the Mayor at the library and the most impactful thing was a petition by a group of parents regarding safety for school children to go to school.

Hart stated that staff has been engaged with the issue and staff is waiting for the petition to be delivered.

**Mayor Mulvihill motioned to restart process and have all communications flow through the Town Administrator and appointing the Mayor as the Board's representative in the process. Buckridge seconded the motion.**

Buckridge stated that he is comfortable with anyone narrowing the candidate pool down.

Trustee Karspeck wanted to see something similar to the process that was already used.

Trustee Hindman urged the Board to not support the motion.

Hart stated that he was not involved in the beginning of the process. He stated that it has been passed to a number of different staff members.

Trustee Baker was in support of Hindman's suggestion to strategize at a meeting on October 3, 2017.

**Mulvihill withdrew his motion.**

**The Town Board agreed to schedule a Special Meeting on Tuesday, October 3, 2017 to discuss the City Administrator hiring process. The Board also gave direction to the Town Administrator to contact Chuck Rohre, with Springsted Water Executive Search Firm, to re-engage the firm's services.**

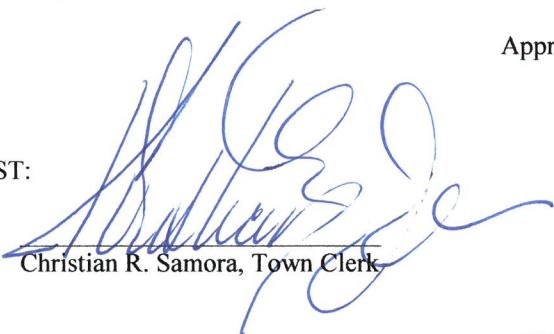
Hart gave an overview of the staff report that was disseminated to the Town Board at the meeting.

#### **18. ADJOURN**

**The meeting adjourned at 9:58 P.M.**

Approved this 10<sup>th</sup> Day of October, 2017.

ATTEST:



Christian R. Samora, Town Clerk



Steve Mulvihill, Mayor

