

**Town of Berthoud  
Board Meeting Minutes  
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**BOARD OF TRUSTEES  
REGULAR MEETING  
April 26, 2016  
6:30 P.M.**

**Board Members Present:** Mayor David Gregg  
Trustee Jennifer Baker  
Trustee Chris Buckridge  
Trustee Kelly Dunkelberger  
Trustee Jeff Hindman  
Trustee Paul William Karspeck  
Trustee Brian Laak

**Staff Members Present:** Town Administrator Mike Hart  
Town Attorney Greg Bell  
Town Accounting Technician Carla Gustafson  
Parks & Recreation Director Jeremy Olinger  
Chief Jim Anderson  
Business Development Director Walt Elish  
Senior Accountant Cindy Leach  
Community Development Director Curt Freese  
Acting Town Clerk Tamiko Brewster

Mayor Gregg led the Pledge of Allegiance.

**Girl Scouts Troup #70700 Bat Boxes**

Girl Scouts Troup #70700 gave a presentation to explain the benefits of bats. The Scouts have completed nine bat boxes and the Parks Department will place them in various Town park locations.

**Citizen Participation**

Jan Dowker of 927 Kansas Avenue expressed concern that citizens have reported receiving phone calls from a current Board member implying the purchase of the Guaranty Bank for a future Town Hall had been done illegally. She explained the purchase was legal and the price saved the town 50 cents on the dollar for a class A building and is currently earning income for the Town through leases. Ms. Dowker further mentioned the Town budget is currently the best it has been in decades.

Israel Barlow of 614 9<sup>th</sup> Street questioned where he could find information about the bank purchase.

Mayor Gregg advised the information can be found in three past meeting agendas and minutes that are posted on the Town's website. In addition, it will be on the agenda in the near feature as a study agenda for the new Board.

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Trustee Jeff Hindman replied to previous comments stating he did not say the bank purchase was illegal but improperly funded.

**Consent Agenda**

The Consent Agenda consisted of the April 12, 2016 Board Meeting Minutes and the February financial statement and bills allowed.

**Trustee Buckridge moved to approve the Consent Agenda. Trustee Baker seconded the motion. Motion passed 7:0.**

**Arbor Day Proclamation**

Mayor Gregg proclaimed Saturday, April 30, 2016 Arbor Day in Berthoud. Celebration activities include planting a tree in Fickel Park with a presentation on the history of Arbor Day prior to the tree planting.

**Tree Advisory Annual Report**

Director of Parks Jeremy Olinger introduced Tree Advisory Chair John Goreski to discuss the annual report.

Mr. Goreski reported Berthoud has met the requirements to qualify as a Tree City USA administered by the National Arbor Day Foundation in conjunction with the Colorado State Forest Service. He invited the Board to the Arbor Day Celebration in Fickel Park starting at 10:00 a.m. on Saturday, April 30, 2016. They will also be giving a presentation at Berthoud Elementary to educate children about Arbor Day and give second graders a tree.

Mr. Goreski also commented on the Emerald Ash Borer (EAB) testing results mentioned in the report. Testing in the fall of 2014 showed no signs of the EAB; however, the Lilac ash borer has been detected and is probably a contributing factor in ash tree decline. Boulder, already infected with the EAB, is chemically treating a portion of its ash trees. Because Boulder is at the lead of the infestation we are watching what they are doing to combat the problem and most likely will follow their lead. Mr. Goreski informed the Board that most likely the high value trees in Berthoud parks and public spaces would be treated to try to save them for as long as we can to create time to implement replanting. Currently the EAB has not been detected within five miles of Berthoud and chemical treatment is not advised. More information is available on the Town website by following, Administration & Departments/Parks & Recreation/Forestry.

Mr. Goreski informed the Board of the Tree Advisory Reports recommendations for 2016. It recommends the Town formulate a method for monitoring/consulting on removals/pruning of public street trees and develop a program to assist homeowners of street trees that are ash concerning removing, chemical treatment and re-planting.

**Staff Appointments**

The following Staff Appointments were presented for approval:

Town Clerk ..... Alisa Darrow  
Deputy Town Clerk ..... Tamiko Brewster  
Town Treasurer ..... Cindy Leach  
Town Administrator ..... Michael Hart  
Chief of Police ..... LCSO Sgt. Jim Anderson

**Trustee Hindman moved to approve Resolution 10-16. Trustee Chris Buckridge second the motion. Motion passed 7:0.**

**Appointment of Mayor Pro-Tem**

Mayor Gregg asked the board to consider the confirmation of Trustee Chris Buckridge as Mayor Pro-Tem.

Trustee Hindman voiced his opinion that the people of the town would like to see new leadership. In short he would like to see the results of the election be recognized and the person with the highest votes be selected.

Trustee Baker second the suggestion for Trustee Buckridge as Mayor Pro-Tem.

Trustee Kelly Dunkelberger declared her support for Trustee Buckridge as Mayor Pro-Tem.

**Mayor Gregg moved to appoint Trustee Chris Buckridge as Mayor Pro-Tem. Trustee Dunkelberger seconded the motion. A vote was called and the motion was approved 4:3 with Trustees Hindman, Karspeck and Laak opposed.**

**Process for Filling Mayoral Vacancy**

Attorney Greg Bell went over the options for electing a Mayor, either by appointment or by special election. In the case of a special election, the earliest election date would be August 2. The Board should declare the Mayor's office "vacant". That would not terminate Mayor Gregg's service, but will allow for either an appointment or a resolution setting a special election.

Mayor Gregg commented he has heard from the Board and town citizens that a special election would be preferred as opposed to an appointment.

Trustees Buckridge, Baker, and Dunkelberger voiced support for a special election.

Mayor Gregg confirmed he would fulfill the duties of his office until a new mayor takes the oath.

**Trustee Hindman moved to declare the office of Mayor vacant and set a special election for the earliest practicable date. Trustee Karspeck seconded the motion. Motion passed 7:0.**

**Planning Commission Appointments**

Mayor Gregg called for recommendations of two current Board members to fill the two vacancies that have expired on the Planning Commission.

Trustee Hindman commented that in the future he would like the Board to consider changing the makeup of the Planning Commission to seven citizens with a Board liaison.

Trustees Baker and Dunkelberger indicated they were interested.

**Mayor Gregg moved the appoint Trustee Jennifer Baker and Trustee Kelly Dunkelberger to the Planning Commission. Trustee Buckridge seconded the motion. Motion passed 7:0.**

**Committee Appointments**

Past Committee members spoke about the commitment involved, and expectations for each committee appointment. Mayor Gregg suggested more than one Board member could be on one committee. Board members discussed which board they would be interested in.

Trustee appointments to the committees are as follows:

Historic Preservation Advisory Committee.....	Trustee Buckridge
	Trustee Laak, alternate
Tree Advisory Committee .....	Trustee Laak
	Trustee Dunkelberger, alternate
North Front Range Metropolitan Planning Organization .....	Trustee Baker
	Trustee Hindman, alternate
I-25 Coalition.....	Trustee Karspeck
	Trustee Baker, alternate
NoCo Hwy 287 Corridor Coalition.....	Trustee Dunkelberger
Larimer County Open Lands Committee.....	Trustee Hindman
	Trustee Karspeck, alternate

There was discussion about the amount of time and attention that will be required in regards to the planning of a rec center for the Town. Mayor Gregg suggested a Rec Center Committee be formed and proposed Trustee Hindman be appointed to that committee.

Trustee Hindman accepted and talked about his vision for a new rec center.

Administrator Hart recommended the Board listen to the presentations scheduled for May 10<sup>th</sup> and 24<sup>th</sup> by the consultants already working on the project.

**Trustee Hindman moved to appoint Trustees to the various committees. Trustee Dunkelberger seconded the motion. Motion passed 7:0.**

**Reports**

Administrator Hart reminded to Board of the upcoming CML Conference. Board members planning to attend need to contact Acting Town Clerk Tamiko Brewster as soon as possible to register and reserve accommodations. Mr. Hart also mentioned Trustee Hindman requested his personal phone number be listed on the Town website. Board members agreed listing personal contact information would be an individual decision. Mr. Hart also reported that the receivables/payables discussed in a previous meeting for the bank purchase have been set up as of April.

Trustee Hindman had some questions about the funding for the bank purchase and was advised by Mayor Gregg that a whole package will be presented to the Board to educate and explain what can be done going forward.

Administrator Hart mentioned CDOT would be giving a presentation at the next Board of Trustees meeting on May 10, 2016 about Berthoud participating in the I-25 project. Information on funds and what the Town could afford if we decide to participate will be provided in the packet for that meeting.

Trustee Hindman reported he attended a Biz West Agricultural Forum. He found the information interesting and believes Berthoud could bring in more agriculture related businesses. Mr. Hindman also reported he and Trustee Karspeck attended the school district's Thompson Reinvented meeting several weeks ago. He was impressed with the committee of citizens doing the planning. He specifically was interested in the planning of an indoor pool at Berthoud High School and the potential opportunity to work with them to achieve the goal of providing an indoor pool for the Town of Berthoud. He also attended the Chamber After Hours event in Loveland last week. He encouraged other Board members to attend future meetings, as it is a good way to get to know local business owners. Last week Mr. Hindman also attended the Colorado Open Lands open house at Johnsons Corner. He reported they are actively looking for projects to preserve open space in our area. Mr. Hindman also expressed concerns about switching out the lights at the roundabout. Because it is the eastern entrance into Berthoud, he believes it should maintain a historical look. He requested time with Administrator Hart to discuss it further and explore options.

Mayor Gregg requested that staff keep the Board updated on important information regarding the special election for the mayoral vacancy. He also advised Board members to be cautious when discussing town matters outside the boardroom.

Trustee Buckridge reported that the Historic Preservation Advisory Committee has been recertified by the state.

Trustee Laak reported taking time to talk with kids at the Town skate park. The kids he spoke with were respectful and grateful to have a skate park. When asked, on a scale on one to ten the kids said they would give it a grateful three. Mr. Laak related they would appreciate any improvements the Town could make. He also mentioned speaking with Patrick Dillon who inquired about creating a youth advisory committee. He believes it would be a great way to get more citizen involvement. He also reported receiving appreciation from citizens for the recent tree branch removal.

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**Mayor Gregg adjourned the meeting at 8:54pm.**



**Mayor David Gregg**



**Carla Gustafson**  
Carla Gustafson  
Accounting Technician