



TOWN OF WELLINGTON

3735 CLEVELAND AVENUE
P.O. BOX 127
WELLINGTON, CO 80549
TOWN HALL (970) 568-3381
FAX (970) 568-9354

BOARD OF TRUSTEES

March 8, 2016

LEEPER CENTER – 3800 WILSON AVE.

WORKSESSION – 6:30 PM

Building Permit Process

REGULAR MEETING – 7:30 PM

AGENDA

CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO OR DELETIONS FROM THE AGENDA

CONFLICTS OF INTEREST

PUBLIC TO BE HEARD ON NON-AGENDA ITEMS

CORRESPONDENCE

PRESENTATIONS

CONSENT AGENDA

- Board of Trustee Minutes for February 23, 2016
- Municipal Court Report for March 2, 2016
- Larimer County Sheriff's Report for January, 2016

LIBRARY BOARD

Directors Report

NEW BUSINESS

1. Update - Farmers Market and Request for Street Closures.
2. Resolution 7-2016 - Substantial Compliance & Setting Public Hearing for Geier Annexation.
3. Resolution 8-2016 - Appointing Election Judges
4. Resolution 9-2016 – Appointment of Joint Town/County Director to Boxelder Stormwater Authority Board
5. July 4th Fireworks Display Contract
6. Deitzler Liquidated Damage Settlement
7. Bills for Approval
8. Town Attorney Update
9. Town Administrator Update

SCHEDULING OF WORK SESSIONS

OTHER

10. Executive Session – litigation - personnel

ADJOURN

BOARD OF TRUSTEES
REGULAR BOARD MEETING
March 8, 2016

Following a work session on the building permit process the Regular Board Meeting was called to order at 7:32p.m. March 8, 2016 at the Leeper Center 3800 Wilson Ave, Wellington CO.

TRUSTEES PRESENT: TRAVIS HARLESS, MATT MICHEL, TIM SINGEWALD,
ASHLEY MACDONALD, LARRY NOEL and JACK BRINKHOFF

TRUSTEES ABSENT: RAYMOND BILLINGTON

PRESIDING: JACK BRINKHOFF, MAYOR

ALSO PRESENT: LARRY LORENTZEN, TOWN ADMINISTRATOR
CYNTHIA SULLIVAN, DEPUTY CLERK
MIKE CUMMINS, FINANCE DIRECTOR
KATHY BORNHOFT, LIBRARY DIRECTOR
BRAD MARCH, TOWN ATTORNEY
DON SILAR, TOWN ENGINEER

Additions to or deletions from the agenda

Mr. Lorentzen said item one could be deleted because the presenter was not ready. Mr. March said item six could be table on the settlement issues.

Conflicts of Interest

None

Public to be heard on non-agenda items.

None

Correspondence

None

Presentations

None

Proclamations

None

Consent Agenda

- Board of Trustee Minutes for February 23, 2016
- Municipal Court Report for March 2, 2016
- Larimer County Sheriff's Report for January, 2016

TRUSTEE MICHAEL MOVED AND TRUSTEE NOEL SECONDED to approve the consent with correction. Roll call was taken and the motion passed unanimously.

Mayor Brinkhoff closed the Regular Board Meeting and opened the Library Board Meeting at 7:37pm. Roll call was taken and all members were present except Trustee Billington.

LIBRARY BOARD

Ms. Bornhoff said that Rice Basecamp came over and several parents got library cards. Jody Klause did Doctor Sues readings for a special story time. Ms. Bornhoft would be attending a workshop on March 4.

Mayor Brinkhoff closed the Library Board Meeting and reopened Regular Board the Meeting at 7:38pm. Roll call was taken and all members were present except Trustee Billington.

NEW BUSINESS

1. Update – Farmers Market and Request for Street Closures

Item skipped.

2. Resolution 7-2016 – Substantial Compliance & Setting Public Hearing for Geier Annexation

Mr. Lorentzen said the town had received an annexation petition from Greg Geier for the approximately 80 acres east of The Meadows Subdivision. The concept plan shows a subdivision to be zoned medium density residential of 155 single-family lots with an average lot size of 10,500 square foot. He said the first step of the process is finding the petition to be substantially compliant by meeting proper claims that the petitioner is the owner of 100 percent of the property and the property is at least 1/6th contiguity with the town limits and setting a public hearing. The public hearing could be set for April 26, 2016. The Board would refer it to the Planning Commission on April 4, 2016.

Trustee Singewald asked if Tract B would be open space and will there be a park. Mayor Brinkhoff said Tract B would just be open space. Mr. Lorentzen said designating park is not part of the annexation process.

Trustee Singewald asked if the house on the south side would remain. Tom Dugan, representing the applicant, said there are two houses currently on the property and they would stay. He pointed where the two homes are located on the site plan.

Trustee Macdonald asked if the developers look at the GRASP data when designing park spaces. Mr. Lorentzen said they would during the development plan stage of the process. He would mention that to the Planning Commission.

Trustee Singewald asked what the average size lot would be. Mr. Dugan said average of about 10,500 square feet.

TRUSTEE SINGEWALD MOVED AND TRUSTEE MACDONALD SECONDED to approve Resolution 7-2016 finding substantial compliance with the Geier annexation petition and setting a public hearing date for April 26, 2016. Roll call was taken and the motion passed unanimously.

3. Resolution 8-2016 – Appointing Election Judges

Ms. Sullivan said a notice was put on the website and in the newsletter for interested persons. She received six responses. There are two days of work. The first is a work session the Saturday before the election to go over the voting process and work with the equipment. The second day is election day starting at 6:00 am – running through the election and remaining until the votes are all counted. She said most of the judges are new. She said Karen Ziegler has had experience with our election as well as county elections. Ms. Sullivan said the election setup would be in the west side of the building to allow more space for the voters. She explained the jobs that need to be manned during the elections. Trustee Michel asked how long the training is. Ms. Sullivan said about 2 hours. There was discussion about compensation.

TRUSTEE SINGEWALD MOVED AND TRUSTEE HARLESS SECONDED to adopt Resolution 8-2016 appointing election judges. Roll call was taken and the motion passed unanimously.

4. Resolution 9-2016 – Appointing Joint Town/County Director to Boxelder Stormwater Authority Board

Mayor Brinkhoff said this would be to appoint the joint Wellington/County director. He said he attended the interview of the candidate at the Boxelder Basin Regional Stormwater Authority meeting. He said that William Schneider is a Wellington resident and is knowledgeable. Trustee Singewald said he had a question regarding any possible financial relationships that Mr. Schneider might have with regard to the storm water area. Mr. Schneider was not in attendance.

TRUSTEE MICHEL MOVED AND TRUSTEE MACDONALD SECONDED to approve Resolution. 9-2016 appointing William Schneider to the Boxelder Basin Regional Stormwater Authority Board of Directors. Roll call was taken and the motion passed unanimously.

5. July 4th – Fireworks Contract

Mr. Cummins said this contract would be with J & M Displays. They will provide the town and any other interested entities or persons a certificate of additional named on the \$10-million-dollar policy. He said there are a couple of items for approval. The first is the start time of 9:30p.m. The Rain date of July 5 or July 9. The Board suggested that the advertisement for the display state the start time of the program and the start time of the actual fireworks display. They suggested a rain date of July 9th. There was discussion about location of display.

TRUSTEE MICHEL MOVED AND TRUSTEE MACDONALD SECONDED to approve mayor to sign contract for Fourth of July Fireworks with rain date of July 9th. Roll call was taken and the motion passed Trustee Singewald voted against.

6. Deitzler Liquidated Damages Settlement

Mr. March said they have a meeting scheduled for Friday. He will bring back an update on the next meeting.

7. Bills for Approval

Sport About	\$ 1,168.50
North Poudre Irrigation Company	1,400.00
Dell	1,638.71
Hach	2,191.54
Veris Environmental, LLC	2,260.00
MSEC	3,181.63
Interstates Construction Services	3,700.00
GE Betz Inc.	5,446.36
March, Olive & Pharris, LLC	7,462.12
Dana Kepner, CO	10,314.71
Stantec	12,257.20
HYDRO Construction	171,498.62
Boxelder Basin Regional Stormwater Authority	<u>334,679.96</u>
	\$ 565,593.35

Trustee Singewald reviewed the Stormwater Authority issues with the fees Larimer County would be charging. There was a discussion about how much the entities charge compared to how much they have to pay to the Authority. Trustee Harless suggested not paying the bill until Larimer County fixes their billing issues. There were suggestions of requesting an audit of the fees charged, add the additional

properties or possible litigation against the County. Mayor Brinkhoff suggested identifying the additional properties that have not been billed. The following three issues are what the town would like to have resolved. 1) Identify the 80 properties that have not been billed in the past. 2) Get payment for the 80 properties back 6 years. 3) Audit of all the impervious surfaces – get cost. Mr. March said he would get three bids for an audit. Trustee Singewald was concerned with the suggestion from the Boxelder Basin Regional Stormwater Authority to destroy documents.

TRUSTEE MICHEL MOVED AND TRUSTEE MACDONALD SECONDED to approve the bills in the amount of \$565,593.35. Roll call was the taken Trustees Michel, Singewald, Macdonald and Mayor Brinkhoff voted for. Trustees Harless and Noel voted against. Motion Passed.

Trustee Singewald wanted to clarify his vote was so that it would not compound the financial situation of Boxelder Basin Regional Stormwater Authority.

4. Town Attorney Update

Mr. March updated the Board on the following:

- Bonfire update – will try to keep it moving
- Deitzler meeting – try to get resolution.

5. Town Administrator Update

Larry updated the Board on the following:

- Ryan Abbot has accepted the Assistant Administrator position and will start March 21st.
- Waiting to hear Brad Anderson on the Windsor Ditch piping.
- Talked with John McGee on the Garfield project. Waiting for response from the railroad before the application can be submitted.
- Meet with Don Silar on the access study for Cleveland.
- Upper Front Range Meeting last week. – Main issues discussed were federal grant money for fire trucks and police cars and money for freight routes and Highway One does not qualify.
- Desk Deputy has been hired. Travis Patkin will be training in Fort Collins and will start here the first part of April.
- Stantec – took pictures of the pond on Matt Mullet’s property and it does have water but is not out letting from the property.
- Retail business looking at property on Sixth and Cleveland on the Kinzli Property. Question about turn lane onto south Sixth Street.
- Planning Commission
 - Recommendation to appoint Bonnie Dawdy for the open position.
 - Approved some changes in the code on non-conforming uses of structures.
 - Still discussing changes for Multi-family zoning.
- League of Women Voters will have a candidate forum tomorrow night at 7:00pm.
- Program for youth to ride motor bikes. NYPUM. This program was approved, but never used. Group would like to come back and use the track.

6. Executive Session

None

Scheduling of Work Session

No work session was scheduled.

Regular Board Meeting

March 8, 2016

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Other

Trustee Macdonald said there would be a Ribbon Cutting at 10:00am March 19th for the I-25 underpass.

Trustee Macdonald said the Easter Egg Hunt would be March 26th.

Trustee Noel asked that the Leeper Center parking lot be striped.

TRUSTEE SINGEWALD MOVED AND TRUSTEE HARLESS SECONDED to adjourn the meeting. Roll call was taken and the motion passed unanimously. Meeting adjourned at 8:44pm.

ATTEST:

Cynthia Sullivan, CMC
Deputy Town Clerk