BOARD OF TRUSTEES
February 25, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 PMREGULAR MEETING –

MINUTES

A. CALL TO ORDER

The Regular Board Meeting was called to order at 6:30 P.M., February 25 at the Leeper Center, 3800 Wilson Ave., Wellington CO.

1. Pledge of Allegiance

2. Roll Call

TRUSTEES PRESENT:	TROY HAMMAN, JOHN JEROME, JOHN EVANS, DANIEL SATTLER, WYATT KNUTSON
TRUSTEES ABSENT:	TIM WHITEHOUSE
PRESIDING:	TROY HAMMAN, MAYOR
ALSO PRESENT:	ED CANNON, TOWN ADMINISTRATOR KELLY HOUGHTELING, ASSISTANT TOWN MANAGER CYNTHIA SULLIVAN, DEPUTY CLERK CODY BIRD, TOWN PLANNER BOB GOWING, PUBLIC WORKS DIRECTOR DAVE MYER, ENGINEER II MICHELLE VANCE, ECONOMIC DEVELOPMENT MANAGER TYLER SEXTON, ASSISTANT FINANCE DIRECTOR BRAD MARCH, TOWN ATTORNEY OFFICE

3. Amendments to Agenda

4. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment

Jon Gaiter,of 8132 4th St., commented on the good job that Mr. Sexton had done with the Treasurer's Report.

C. CONSENT AGENDA

TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN EVANS to approve the consent agenda. Motion Passed.

1. Resolution 5-2020 Appointing Eric Sartor to Planning Commission

2. Board of Trustee Minutes for February 11, 2020

3. Approval to Amend Parks Advisory Board Monthly Meeting Date

D. ACTION ITEMS

1. Ordinance No. 7-2020 — Final Plat of Poudre School District Subdivision

    - Staff presentation: Cody Bird, Planning Director

    Mr. Bird explained this is a continuation of the public hearing on January 28th that was tabled. He said this is the final plat for the Poudre School District Subdivision. The Planning Commission previously approved

    Public Hearing. No public comment.

    Staff recommends that the ordinance be approved with the following conditions. That the Ordinance not be recorded until the annexation agreement and development agreement have been submitted by the developer and reviewed by staff.

    TRUSTEE DANIEL SATTLER, AND TRUSTEE WYATT KNUTSON to approve Ordinance 7-2020 conditional on the annexation agreement and the development agreement being submitted by the developer and reviewed by staff . Motion passed unanimously.

Chamber/Wellington MOU for shared Office Space

2.

- Staff Presentation: Michelle Vance, Community & Economic Development Director

Ms. Vance gave the background for the sharing of space in the Economic Development office.

Mr. Sattler asked when they would have their new Executive administrator of Chamber . Jon Slutsky said they should have someone in the next week.

Trustee Jerome was concerned about the space needs for town employees. Could this space be utilize for those needs. The town is looking at a larger space for town staff.

Trustee Sattler asked about the proposed rent amount of $200.00 a month. Mr Cannon explained that the Chamber has agreed to allow the Town to use the Chamber's copier and that cost savings to the Town associated with the use of the copier had been taken into account in setting the rent which the Chamber would pay.

TRUSTEE JOHN EVANS, AND TRUSTEE WYATT KNUTSON to approve the MOU for shared Office Space with the Wellington Chamber of Commerce. Motion Passed 4 to 1. Trustee Jerome voted against.

Contract — Flow Monitoring of Collection System

3.

- Staff Presentation: Dave Myer, Mike Carrano, Bob Gowing

Mr. Myer said this was for flow monitoring of the sewer collection system and explained how it would be used.

Request for contract with Hach in the amount of $53,340.00 for rental of monitoring equipment for about 4 weeks.

Jon Gaiter, asked about the difference in the quotes. Mr. Myer said the monitoring equipment costs were different due to type of technology.

Mr. Gowing said this data will help when doing the master plan.

Mr. March mentioned that if possible the indemnity clause should be taken out of the contract.

TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN JEROME to approve Contract with Hach Company for flow monitoring of collection system in an amount not to exceed $53,340.00 conditional on approval of the contract form by the Town attorney. Motion Passed unanimously..

4. Contract — 4th of July Fireworks

- Staff Presentation: Kelly Houghteling, Deputy Town Administrator

Ms. Houghteling said there would be an increase of $2,000 over the budgeted amount. To cover the overage the Community Activities Commission(CAC) will be seeking sponsorship from local businesses.

Trustee Jerome asked where the additional money would come from. If the sponsorship would not cover the difference. Mr. Cannon said there are fund for CAC events, and the Board has a discretion funds or a budget amendment for the $2,000. Mr. March said there is a patron that could do a match of $1,500. There was further discussion on funding.

Bryan Ehrlich explained some of the difficulties with the manufacturing and delivery of the fireworks. He said some of the increase was due to cost with the sound system and video. He said a sponsorship was tried in the past and would have been successful, but the Board at the time did not want to take the money.

Linda Knaack, of Wellington Auto, said they would be willing to sponsor.

Mr. Gaiter commented on the availability of other ways to fund the fireworks other than a budget amendment.

TRUSTEE JOHN JEROME, AND TRUSTEE WYATT KNUTSON to approve the contract for the 4th of July Fireworks . Motion Passed.

5. Change Order — Cost of Services & Rate Study

- Staff Presentation:Tyler Sexton, Interim Finance Director

Mr. Sexton spoke about the change order of items that were out of the original scope of the project and for the representative to travel here to make a presentation.

There would need to be a budget amendment for the additional $6,810.

There was discussion on how the representatives could do the presentation and if the Board could review the information before the presentation.

If the additional budget was not approved then the presentation would be a Teleconference on the March 17 Work Session. Mr. Cannon asked if the Board would be willing to have a special work session if the information was not ready to present on March 17th. There was a consensus that the Board would be willing to have a special work session.

TRUSTEE DANIEL SATTLER, AND MAYOR TROY HAMMAN to approve a change order for $6,810.for the Rate Study. Motion Failed.

E. OTHER BOARDS

F. REPORTS

1. Town Attorney

2. Town Administrator

Mr. Cannon had recommended samples for the TA Evaluations. The recommendation is to have the Board review and approve at next board meeting on March 10th.

Discussion about the update of the organizational chart. There was concern about how items are placed on or taken off an agenda. It was suggested that this item be on the agenda for the March 10th meeting.

Update on the pedestrian crossing project.

3. Town Treasurer

a. Treasurer's Report

Mr. Sexton gave the Treasures report for the time period from Jan 15 thru Feb 15, 2020.

There was discussion about the use of the Pcards.

4. Staff Communications

a. LCSO Report for January

Sgt Rairdon gave an overview of the report.

5. Board

Trustee Evans gave and update from the Parks Advisory Board regarding the replacement of park equipment in Centennial Park.

Trustee Jerome asked if there is any planing regarding the Corona Virus. Sgt Rairdon said the County Emergency Management is monitoring the situation.

G. EXECUTIVE SESSION

H. ADJOURN

Seeing no further business the Board adjourned at 8:09 p.m..