

BOARD OF TRUSTEES
March 24, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 PM REGULAR MEETING –

MINUTES

A. CALL TO ORDER

The Regular Board Meeting was called to order at 6:36 pm., March 24, 2020 at the Leeper Center, 3800 Wilson Ave., Wellington CO.

1. Pledge of Allegiance

2. Roll Call

TRUSTEES JOHN JEROME, TIM WHITEHOUSE, TROY HAMMAN, JOHN EVANS,
PRESENT: DANIEL SATTLER, WYATT KNUTSON

TRUSTEES
ABSENT:

PRESIDING: TROY HAMMAN, MAYOR

ALSO PRESENT: ED CANNON, TOWN ADMINISTRATOR
BRAD MARCH, TOWN ATTORNEY OFFICE

3. Amendments to Agenda

Mr. Cannon said item D3 Intersection Design at State Highway 1 and County Road 9 / County Road 62E will be moved to the next meeting.

Trustee Sattler asked that the Board go into executive session after consent agenda. There was discussion on how they needed to work with the public.

4. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment

Jon Gaiter, of 8132 Fourth Street, asked if there would be any action to be taken on Item D5 Election Discussion or it was informational. Mayor Hamman said he was not sure if any action was needed.

C. CONSENT AGENDA

1. Board of Trustees Minutes for March 10, 2020

TRUSTEE DANIEL SATTTLER MOVED, AND TRUSTEE JOHN JEROME SECONDED to approve the consent agenda. Motion Passed with Trustee Whitehouse abstaining.

D. EXECUTIVE SESSION

Executive session, pursuant to §24-6-401(4) (f)(I) with the employee who is the subject of the session consenting to discussions occurring in executive session.

TRUSTEE DANIEL SATTTLER MOVED, AND TRUSTEE JOHN JEROME SECONDED to go into executive session pursuant to C.R.S. § 24-6-401 (4) (f)(1) for Town Administrator performance evaluation. Motion Passed. The board went into executive session at 6:42 p.m.

TRUSTEE JOHN JEROME MOVED, AND TRUSTEE WYATT KNUTSON SECONDED to come out of executive session at 8:04 p.m.

E. ACTION ITEMS

1. Ordinance 8- 2020 — Virtual Meetings

- Staff Presentation: Kelly Houghteling, Deputy Town Administrator

Discussion by Board, general consensus that the Ordinance can be modified at a later date. Trustee Jerome asked who makes emergency determination to push a virtual meeting, Mr. Cannon stated either the Mayor or Administrator.

Jon Gaiter, 8132 4th St., recommended allowing both voice and written public comments.

Mr. March recommended adding "Town of" before "Wellington" on the first sentence under section 1.

TRUSTEE DANIEL SATTTLER MOVED, AND TRUSTEE JOHN JEROME SECONDED to approve Ordinance 8-2020. Motion passed unanimously.

Mr. March stated the ordinance title should include " and Declaring and Emergency" and language to that effect added to the ordinance so that the ordinance could take effect immediately.

TRUSTEE KNUTSON MOVED AND TRUSTEE JOHN JEROME Seconded to approve the amended Ordinance with the added emergency declaration language. Motion passed unanimously.

2. COVID-19 Update

- Staff Presentation: Ed Cannon, Town Administrator

Mr. Cannon gave an update on COVID-19 and Town Response: Six staff members are currently in self-quarantine, including one individual who works at the Wastewater Treatment Plant, Department Directors and some key personnel are working from home, essential personnel are on staggered shifts to reduce contact, and remaining workforce on shifts to limit non-essential personnel workforce to 50%. Social distancing is being practiced in all work areas.

3. Intersection Design at State Highway 1 and County Road 9 / County Road 62E

- Staff Presentation: Cody Bird, Planning Director

This item was moved to March 31st.

4. Resolution 9-2020 - Concurring Emergency Declaration and Declaring an Emergency in the Town of Wellington, CO. Concurring with County and State Emergency actions and Calling Special Meetings.

- Staff Presentation: Brad March, Town Attorney

Mr. March stated the Resolution allows emergency to extend until April 14 and that the Mayor's authority is limited to 7 days. There was discussion by the Board of Trustees regarding contrasting messaging and interpretation on the numerous orders coming from the State and County.

Sgt. Rairdon stated Larimer County guidance is 10-people.

TRUSTEE JOHN JEROME MOVED, AND TRUSTEE JOHN EVANS SECONDED to approve Resolution 9-2020 Motion passed unanimously.

5. Election Discussion

- Staff Presentation: Ed Cannon, Town Administrator

Mr. Cannon and Mr. March confirmed the election cannot be postponed. Mr. Cannon gave an update highlighting ballot security and COVID precautions.

Ashley Macdonald, 6835 Lee St, expressed disappointment at how the election is being conducted.

Mr. Gaiter appreciated town efforts and feels issues are minor.

Trustee Sattler asked how people can resolve ballot issues or questions.

Mr. Cannon said website and social media will be used.

Trustee Sattler stated there was a gap in messaging to the public.

Mr. Cannon stated an insert in the next utility billing will advise people to visit the website or call Town Hall for election questions.

F. REPORTS

1. Town Attorney
2. Town Administrator
3. Treasurer Report

4. Staff Communications

5. Board

G. ADJOURN

Seeing no further business, the Board adjourned at 9:16 p.m.

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting the Deputy Clerk at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.