

BOARD OF TRUSTEES
January 28, 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 6:30 P.M., January 28, 2020 at the Leeper Center, 3800 Wilson Ave., Wellington CO.

1. Pledge of Allegiance

2. Roll Call

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

TRUSTEES MATT MICHEL
ABSENT:

PRESIDING: TROY HAMMAN, MAYOR

ALSO ED CANNON, TOWN ADMINISTRATOR
PRESENT: KELLY HOUGHTELING, ASSISTANT TOWN MANAGER
CYNTHIA SULLIVAN, DEPUTY CLERK
CODY BIRD, TOWN PLANNER
BOB GOWING, PUBLIC WORKS DIRECTOR
MICHELLE VANCE, ECONOMIC DEVELOPMENT MANAGER
TYLER SEXTON, ASSISTANT FINANCE DIRECTOR
DAVE MYER, TOWN ENGINEER
DANIEL JONES, WATER TREATMENT OPERATOR
BRAD MARCH, TOWN ATTORNEY OFFICE

3. Amendments to Agenda

4. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment

Ashley Macdonald, of 6835 Lee Street, announced her candidacy for Board of Trustees.

Jon. Gaiter of 8132 Fourth Street announced his candidacy for the Board of Trustees. He asked if the Board Packet was published on the Website. Ms. Sullivan said it is in a new location and she is working on adjustment, so it is more accessible.

Rebekka. Kinney, of 4492 Emerald Bay Lane, announced her candidacy for Board of Trustees and said she would be putting together some community forums to see what residents would like to have in Wellington. One of the forums would be geared toward families with children.

Mayor Hamman asked if any candidate forums were scheduled. Ms. Sullivan said that outside groups usually contact Town Hall about having forums.

2. Presentation

Wellington Economic Development

a.

- Staff presentation: Michelle Vance, Economic Development Director

Ms. Vance presented on the growth of Wellington and economic opportunities.

The following are issues and programs that are being looked at:

Leakage

Possible building locations

Business coming soon

Current business support

Resources

Business retention & expansion. (Scale up) work with the Chamber and the County to provide support and education

Water Treatment Plant Independent Review and Wastewater Master Plan

b.

- Presentation: Jacobs Engineering Group

Water Treatment Plant Engineering review from Jacobs Engineering.

Richard Saxton of Jacobs Engineering gave an update about the review of data and design. They are looking at what parts of the design to keep and what might not be needed. He explained the sampling of ponds for wet tests. Review of current work and the possibility of offsite properties or to working with another district.

Trustee Sattler asked about utilizing water from a different resource. (Work with North Poudre Irrigation.)

Mr. Myer gave an update on the Wastewater Treatment Plant.

3. Proclamation

a. School Choice Week Proclamation

Mayor Hamman read proclamation.

C. CONSENT AGENDA

1. Board of Trustee Minutes for January 14, 2019

Trustee Sattler said the amount of the purchase price for the property at 3804 Cleveland needed to be corrected.

TRUSTEE Tim Whitehouse, AND TRUSTEE Daniel Sattler to approve the Consent Agenda with correction. Motion Passed.

D. ACTION ITEMS

Resolution 4 - 2020 — Administrator's Organizational Plan

1.

- Staff presentation: Ed Cannon, Town Administrator

Trustee Jerome questioned the position of Assistant to the Town Administrator. He thought that position was budgeted under the Finance Department. Would we not need to do an amendment to the budget to change the department?

Mr. Cannon explained where the money was budgeted and what the position would include.

Trustee Sattler had a concern regarding the economic development director being over recreation and library.

TRUSTEE TIM WHITEHOUSE, AND TRUSTEE JOHN JEROME to table and refer back to a work session. Motion Passed.

Refund Request — Housing Catalyst PILOT

2.

- Staff presentation: Ed Cannon, Town Administrator

This is a yearly request from The Housing Authority.

TRUSTEE TIM WHITEHOUSE, AND TRUSTEE JOHN JEROME to approve the refund of \$2,751.00 for PILOT. MOTION PASSED.

Ordinance 4-2020 - Conditionally Annexing Poudre School District Annexation to the Town of Wellington

3.

- Staff presentation: Cody Bird, Planning Director

Mr. Bird reviewed the procedure for the public hearing. He gave the background of the annexation.

Public Hearing was opened at 7:36 pm.

Jon Gaiter asked if there are costs to the town to bring this property into town, and question about water availability.

Public hearing was closed at 7:38 pm.

Mr. Bird said the town has a possibility for contributing to the over sizing of the utility lines. There is adequate capacity for water and sewer on the site.

TRUSTEE DANIEL SATTTLER, AND TRUSTEE JOHN EVANS to Adopt an Ordinance conditionally annexing Poudre School District Annexation to the Town of Wellington and zoning the property C1- Community Commercial District. Motion Passed.

Final Plat - Poudre School District Subdivision

4.

- Staff presentation: Cody Bird, Planning Director

Mr. Bird said the reason to table this issue is due to a delay of Planning Commission review. He suggested the public hearing be continued on Feb 25, 2020.

TRUSTEE DANIEL SATTTLER, AND TRUSTEE WYATT KNUTSON to table issue until Planning Commission reviews. Public Hearing continued until February 25, 2020. Motion Passed.

Minor Subdivision - Lots 16-19, Block 1, Sundance at Daubert Farm, First Filing and Vacation of Road Right-of-way

5.

- Staff presentation: Cody Bird, Planning Director

Mr. Bird said this is for the final plat of 4 lots to allow for easements and will create a tract for water lines.

The second part of the request is to vacate road right of way to eliminate the traffic circles on Buffalo Creek Parkway. The Planning Commission had concerns about the traffic speed on this road.

2 separate ordinances.

TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN EVANS to approve Ordinance 5-2020 to approve the minor subdivision. Motion Passed.

TRUSTEE JOHN EVANS AND TRUSTEE TIM WHITEHOUSE to approve Ordinance 6-2020 to approve vacation of road right-of-way. Motion Passed

E. OTHER BOARDS

F. REPORTS

1. Town Attorney

Mr. March said the closing on the house at 3804 Cleveland is scheduled for Wednesday January 29th.

He mentioned a possible amendment to the code and discussion about the vacant seat.

2. Town Administrator

Mr. Cannon updated the Board on meeting regarding water supply.

3. Staff Communications

a. Water & Wastewater Production for 2019

b. Treasurer's Report

Tyler Sexton gave the report on bills. He pointed out the report from July to the end of the Year.

There was discussion about Purchasing Cards - Report should be a digital file for shorter period of time.

4. Board

Mayor Hamman said that Matt Michel tendered his resigned from the Board of Trustees.

Discussion at next meeting. Mr. March will put together information on the procedure when a seat is vacated.

Tim asked about the traffic signals. Mr. Cannon reporting about a meeting on this issue. Road signs and signals to be purchased. Looking at sharing costs with the fire department and the schools. Fire department wants the ability to interrupt the light at third street for deployment.

G. EXECUTIVE SESSION

H. ADJOURN