

**BOARD OF TRUSTEES
REGULAR MEETING
November 10, 2015
6:00 P.M.**

Board Members Present: Mayor David Gregg
Mayor Pro-Tem Jan Dowker
Trustee Chris Buckridge
Trustee Suzie White
Trustee Jennifer Baker
Trustee Paul Alaback

Absent: None

Staff Members Present: Town Administrator Mike Hart
Town Clerk Mary Cowdin
Town Attorney Greg Bell
Administrative Clerk Patti Swiger

Mayor Gregg led the Pledge of Allegiance.

Citizen Participation

None.

Consent Agenda

The Consent Agenda consists of the minutes of the October 27, 2015 Board Meeting. **Mayor Pro-Tem Dowker moved to approve the minutes. Trustee Buckridge seconded the motion. The motion passed unanimously.**

Thompson R2J FFA Program

Administrator Hart introduced a Future Farmers of America Program that he, Dr. Crespo and Bill Markham have been meeting to re-establish the program in the R2J curriculum. The program has begun and is very popular with local students. The Town has property (that was donated to the Town by the Jaskowski Family) that could be used for this program to help kids get engaged in learning about crop management, irrigation, water management, etc. The property is ideally situated between Loveland and Berthoud communities. Administrator Hart introduced Dr. Margaret Crespo from the Thompson R2J School District.

Dr. Crespo, Chief Academic Officer for the district, said they are excited to have this opportunity to have an FFA chapter back in the school district. They are also looking forward to providing students with hands on opportunities to learn about agricultural careers. They are hoping to have a premier agricultural program in our R2J school district. The FFA program will be a part of this. The Ag program is cross curricular and encompasses science, business and technology. Trustee Alaback spoke positively of the science aspect of this program and how it can provide a great use of our open space areas. He said that this provides a real world application for those interested in science and agriculture. Dr. Crespo said that they have partnered with businesses such as Hobby Lobby. One of the projects they have is to build drones to do mapping. Also there is a mentor program that will assist as kids go through school. The hope is to meet the needs of the students as they explore their career options.

Bill Markham said years ago FFA was cows and plows but now it is so much more. It involves science, rocketry, business and more. He is very pleased to see that FFA could be back in our schools. Kids have a lot of interest in water use, land use, and agriculture as a business. We can use this land that was donated to let kids who live in town have the opportunity to learn about agriculture by participating in various activities. We can bring in Northern Water to have input about water usage education. He feels this is a golden opportunity to provide for our area kids. Trustees thanked Mr. Markham for not giving up on getting FFA back into our school district.

Mayor Gregg said this doesn't require any formal action. Staff was directed to formalize the agreement.

Thompson R2J grant funding

Administrator Hart said that included in the budget is a proposal that a portion of the increase in the transaction fee for medical marijuana sales be used for the additional school resource officer and to have drug awareness programs in our schools. Police Chief Jim Anderson thanked Dr. Crespo for helping with ways to get programs into our schools. She has helped with ways to obtain grant money in addition to the transaction fee funding for these programs.

Dr. Crespo spoke of programs that the district has for not only drug awareness but also spoke of partnering with law enforcement to provide these programs. It works well with helping kids to see the police not just as punitive in nature but in building a relationship between the children and officers. Some of the health and wellness programs the district has will tie into this such as "making good choices" and "natural high" and other programs to help kids understand what their connection to law enforcement can and should be. When situations arise there will then be a bridge in place for the kids to seek out help when needed.

Mayor Pro-Tem Dowker spoke of having a strong relationship between children and the police as a way of preventing situations such as what happened in Canon City. Trustee Buckridge was very happy with how approachable the SRO is and that makes for a great relationship.

Wastewater Treatment Contract

The Town is having difficulty hiring and retaining qualified personnel in our Utilities. Administrator Hart said with our new Wastewater Treatment Plant being build and coming on line in the next year and with the Water Treatment Plant, we are in a difficult position not only in keeping it staffed but to cover on call time. We have been contracting with Ramey Environmental on a month to month basis. Our Water Treatment Plant is classified as a class A plant, therefore we are required to have an Operator in Responsible Charge (ORC) who has a class A license registered with the State of Colorado. We have a Plant Superintendent with an A operator's license as the ORC of the Water Treatment Plant, but we have not been able to find a qualified applicant for the ORC's position at the Wastewater Plant. Staff is asking for direction to approve a contract through 2016 with Ramey Environmental to take care of the operations and maintenance at the Wastewater facility and to bring the new plant on line and decommission the old plant.

Wayne Ramey, of Ramey Environmental, said they are a large company whose job is to fill in when towns need assistance. Due to their size they have the personnel to keep coverage consistent in reference to on call time and regular work time. They take care of about 90 facilities of various sizes. They are very well trained and do have some ideas on how to save the town some money. Also, with being in the facility already they know how Berthoud's plant is run. Trustees asked how they retain quality personnel. He said they have high expectations, and pay based on licenses, plus they use technology which helps recruit younger people. Personnel utilized for Berthoud will be three FTE people and one for the office staff.

Mayor Pro-Tem Dowker moved for approval of the contract with Ramey Environmental. Trustee Buckridge second the motion. The motion passed unanimously.

Interviews for Trustee vacancy

At the October 27, 2015 meeting the Board discussed the options for filling the seat vacated by Trustee Henning. Attorney Bell said that the decision belongs to the Board. Staff received six applications in response to advertisements. The Board may choose to interview each candidate at this meeting and make a decision. Staff suggests interviews

be conducted individually and that prior to being interviewed, applicants be sequestered. The Board agreed and the candidates were introduced:

- *M.S. "Leon" Palmer
- *Brian Laak
- *Brian Young
- *Richard "Dick" Shepard
- *Kevin Pischke
- *Jeff Hindman

Candidates were sequestered in another room.

The Board discussed the questions to be asked of the candidates. Trustees said the focus was on fairness. Candidates' names were drawn from a basket to ensure random selection for the order of the interviews. After the interviews the Board chose to fill the vacancy by appointment. A written ballot was taken.

VOTE - ROUND ONE:

Trustee Baker	Richard "Dick" Shepard
Trustee Buckridge	Richard "Dick" Shepard
Mayor Gregg	Brian Daniel Young
Trustee White	Brian Daniel Young
Trustee Alaback	Kevin P. Pischke
Mayor Pro-Tem Dowker	M.S. "Leon" Palmer

There was a tie so another vote was taken for a run-off between Richard "Dick" Shepard and Brian Daniel Young.

VOTE - RUN-OFF:

Trustee Alaback	Brian Daniel Young
Mayor Gregg	Brian Daniel Young
Mayor Pro-Tem Dowker	Richard "Dick" Shepard
Trustee Baker	Richard "Dick" Shepard
Trustee Buckridge	Richard "Dick" Shepard
Trustee White	Richard "Dick" Shepard

The appointee for Trustee is Richard "Dick" Shepard.

Mayor Gregg thanked the candidates and encouraged them to run in the April elections.

Attorney Bell said at the next meeting, November 17, 2015, there will be an appeals hearing on a decision made by the Planning Commission. The sole issue that will be before the Board is whether the Planning Commission acted improperly or in error. Whatever decision is reached, the applicant may resubmit per Attorney Bell.

2016 Fee Schedule Resolution

Cindy Leach, Senior Account, presented the 2016 proposed fee schedule. There was a change made that was requested by the Board in regards to the cemetery fees.

Trustee Buckridge moved to approve the Resolution 18-15 adopting the fee schedule for 2016. Trustee Alaback seconded the motion. The motion passed unanimously.

2016 Proposed Budget & Resolutions

Senior Account Leach introduced the 2016 Budget and the summary of the General Fund revenue and expenses. Most of the income for revenue comes from taxes. In expenses, public safety and administration and streets make up the majority. She listed some expenses for 2015, such as training of the new Town Clerk, hiring of a senior accountant and the purchase of new audio/visual equipment. Additional costs in 2016 are changing the contract with the Sheriff's Department and the addition of another School Resource Officer. There will be an election in 2016 which is an expense that does not occur every year. There will also be additional street repairs.

Capital expenses for 2016 were summarized and included the asphalt paver, implementation of the strategic plan, school zone pedestrian crosswalk lights, and the street sweeper. Many of these are one-time costs. Accountant Leach summarized that the difference between the beginning balance of the General Fund and the ending balance are the capital purchases and the Sheriff's Department contract.

Administrator Hart spoke of the Reservoir reconstruction expenses in 2016. Management/maintenance costs are built into the budget. Water could be back into the reservoir by 2017. Water Plant capacity is being improved. Leach said that a water study will be done in 2016 and we would continue to work on the Water Plant. She continued with reports on Wastewater, Public Facilities, Parks and Recreation, and a trail system. Berthoud Area Transportation is will be looking to acquire a new bus in 2017. We have money in the budget for the beginning of the County Road 17 project. The 1 % fund will see the beginning of the recreation center project and street improvements. Accountant Leach said we need to have three different motions on the budget.

Trustee Buckridge moved to approve Resolution 19-15 authorizing expenditures of funds in excess of the 2015 Budget. Mayor Pro-Tem Dowker seconded the motion. The motion passed unanimously.

Trustee Buckridge moved to approve Resolution 20-15 for appropriation of money to various funds. Mayor Pro-Tem Dowker seconded the motion. The motion passed unanimously.

Trustee Buckridge moved to approve Resolution 21-15 adopting the 2016 Budget. Mayor Pro-Tem Dowker seconded the motion. The motion passed unanimously.

Reports

Trustee Baker attended a meeting where issues were discussed including mass transit. She also attended the Weld County Annual dinner. Many positive things are going on in Weld County. The theme this year was celebrating their anniversary of 40 years of Home Rule Charter.

Trustee Buckridge spoke of the Historic Preservation Advisory Committee completion of the rewrite of the historic resources section of the development code. They are looking at incentives that the Town could provide for historic designation. Work continues with general review guidelines and timelines. They are thinking of reducing the number of members required for their committee to five instead of seven and will bring a resolution to the Board.

Trustee Alaback attended the bison release up in the Fort Collins area. The CSU foothills campus was impressive. There will be a Regional Open Space board meeting next week. He had a question about the power outage and asked if there is more that the Town can do or is it just an Xcel issue. Administrator Hart said that the issue will be looked into.

Chief Anderson said that after the outage they had several deputies come down to Berthoud to patrol. They are investigating the cause of the outage which appears to be the transformer being shot. Communication about the outage was provided by the Sheriff's Office Public Information Officer through their Facebook page. The Town's Facebook page was updated with information during this outage.

Chief Anderson reiterated how important it is for people to sign up with LETA for cell phone notification. Also he mentioned that the Town is working with the Fire Department on an emergency response program.

Mayor Pro-Tem Dowker attended the MPO meeting and thought it was very informative. She also spoke of the program that is being put on at Berthoud High School

for Veteran's Day. It will be from 1:00 pm to 3:00 pm. They will also have a flag retirement ceremony. There will be a Veteran's Day Dinner held at Brookside Gardens on Saturday.

Mayor Gregg adjourned the meeting at 10:00 p.m.



Mayor David Gregg

Patti Swiger
Building/Planning Clerk