

Town of Berthoud  
Regular Meeting  
October 14, 2014  
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**BOARD OF TRUSTEES  
REGULAR MEETING  
October 14, 2014  
BOARD ROOM  
6:30 P.M.**

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

**Staff Members Present:** Town Administrator Mike Hart  
Business Development Manager Walt Elish  
Town Engineer Stephanie Brothers  
Town Planner Sherry Albertson-Clark  
Town Clerk Mary Cowdin  
Administrative/Court Clerk Melissa Colucco

Mayor Gregg Led the Pledge of Allegiance.

**Citizen Participation**

Rebecca Boyce 732 Bunyan Avenue and Paul Chaney 732 Bunyan Avenue.

Rebecca Boyce is asking for advice and support in regard to high traffic volume and speeding on Bunyan Avenue. Ms. Boyce voices that there are a lot of children from the school as well as a childcare center on Bunyan. Another issue Ms. Boyce wanted addressed is when entering from County Road 17 and heading east on Bunyan there is not a speed limit sign until you get to town limits. Ms. Boyce asked if we could look at posting a speed limit sign of 30 miles per hour in that area and also suggested we put up a flashing yellow light sign on Bunyan to assist with the speeding.

Paul Chaney added that we are dealing with the high traffic of commercial trucks and it is noisy but the speed is the biggest concern.

Mayor Gregg responded that the traffic was not something the town can assist with but we will get with the Sheriff's Department to see what we can do in regard to the speeding. Mayor Gregg recommended that both Boyce and Chaney provide their contact information to the Sheriff Department.

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### **Consent Agenda**

The consent agenda consisted of the minutes of September 23, 2014 and the September 2014 Bills Allowed.

Mayor Pro Tem Dowker requested corrections on the meeting minutes for September 23, 2014. In her report on page 4 of 5 Corridor Collision needed to be corrected to Corridor Coalition Meeting. The Berthoud PNZ is Planning and Zoning Commission (P & Z). Last a correction to North Front Range PO should be corrected to North Front Range MPO.

Trustee Alaback needed a correction in his report on page 5 of 5 to correct The Boulder County AIG Program to The Boulder County Agriculture Program.

**Mayor Pro Tem Dowker moved to approve the agenda with corrections and the September 2014 Bills Allowed. Mayor Gregg seconded the motion. The motion passed unanimously.**

### **Public Information Officer Contract**

Administrator Hart leads into the presentation by giving a brief history of previous discussion in regard to provide better communication and marketing to the community. We have been in discussion with a professional development firm to assist us with development and would like to see if this is a good option for the town.

Business Development Manager Walt Elish starts by stating how well his first month working with The Town of Berthoud has been. Mr. Elish presents the board with reports that show what activities the Development Team is currently working on.

Mr. Elish introduces the board to representatives from Slate Communications.

Principal Founder Claire Thomas and Creative Director Ryan Burke present the board with a power point presentation while giving a history of the company and specific examples of past communication services done for various communities.

Claire Thomas explains that it is Slate Communications priority to interact with Berthoud's community. Claire also adds that they want to help the town get to where they need to be and to get word out that Berthoud is a great place to invest.

Ryan Burke adds that good consistent communication shows a great amount of respect for the community.

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Trustee Henning asks Slate Communication what some of the specific plans were to help with communication in addition to flyers.

Claire Thomas explains that the flyers go to various outlets such as the chamber, businesses and bulletin boards. Outside of flyers Slate Communications can also assist with creating templates that keep information consistent, media relations, online communication and social media.

Ryan Burke adds that the main outsource is online.

Trustee White added that communication is currently lacking for the town and appreciates the work they are looking to do.

Trustee Alaback asks if Slate Communications will survey and compile results in regard to effectiveness.

Claire Thomas explained that they do implement tracking and will make recommendations.

Trustee Buckridge states that this is a better direction and to have the expertise from Slate Communications is crucial.

Trustee Henning asks if the town is budgeted for this proposal and wants to be sure we have enough to continue for the following year.

Administrator Hart explains that the town is budgeted for this year and we are working out numbers for next year.

**Trustee White moved to approve a contract with Slate Communications to provide public communication services for Berthoud. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.**

#### **Wastewater Supplement Budget**

Town Engineer Stephanie Brothers explains that the Town was recently awarded a natural disaster grant from the Colorado Department of Public Health and Environment. The total grant is for \$310,000 with a \$30,000 matching portion from The Town of Berthoud. This grant is to help with construction to our wastewater facility that was damaged by the September 2013 flooding. The estimated total cost for the wastewater facility project is \$340,000. The grant will help with construction of a building, installation of a secondary access road and secondary power supply.

**Trustee Henning moved to approve resolution 13-14 for Supplemental Budget Appropriation for the Wastewater Capital. Trustee Buckridge seconded the motion. The motion passed unanimously.**

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Later Brothers added that part of the application for the grant included that we already had an engineer and contractor on site to help push project forward. In that case we would like to award a contract to the design team of JVA and contractor Fisher since they are already on site.

Town Administrator Hart asked if there are any bid requirements.

Attorney Bell stated that because we are a statutory town we do not have bid requirements unless it is included in the grant.

**Mayor Gregg moved that we authorize staff to enter into a contact with JVA and Fisher for the grant discussed earlier and for Administrator Hart to sign on that contract. Trustee Henning seconded the motion. The motion passed unanimously.**

#### **Public Hearing Meyers Subdivision**

Town Planner Sherry Albertson-Clark presents the board with a request for an ordinance to rezone Lots 1 and 2 of the Meyers Subdivision. Albertson-Clark explains that the property was previously zoned T-Transition and we are requesting to rezone to M-2 General Industrial. Albertson-Clark also adds that the rezoning is consistent with the Town's Preferred Land Use Map designating the area for employment uses.

Bruce Campbell from Realteck Commercial Real Estate represents one of the property owners. Mr. Campbell explains that the majority of inquiries to purchase the lot are for industrial use. We are asking to have this rezoned so the property can sell.

Mayor Gregg opens to the public.

Mayor Gregg closes to public hearing.

**Trustee Buckridge moved to adopt ordinance 1184 Rezoning Lots 1 and 2, Block One, Meyers Subdivision from T-Transition to M-2 General Industrial. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.**

#### **Public Hearing M & C Real Estate, LLC Annexation**

Town Planner Sherry Albertson-Clark presents the board with an ordinance to annex M & C Real Estate, LLC and zone the property C-2 General Commercial. Albertson-Clark explains that the following property was from the Johnstown disconnect effective September 18, 2014. The area includes 130.85 acres located SW corner of I-25 and State Highway 56 interchange and includes the public right-of-way for I-25 and State Highway 56. The proposed annexation and zoning meets the provisions of Colorado law and the Town's annexation regulations as well as the Town's Comprehensive Plan and Preferred Land Use Map.

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Mayor Gregg opens to the public.

Mayor Gregg closes to the public hearing for deliberation.

**Trustee Henning moved to adopt ordinance 1185annexing property known as the M & C Real Estate, LLC to the Town of Berthoud. TrusteeBaker seconded the motion. The motion passed unanimously.**

**Trustee Buckridgemoved to adopt ordinance 1186 zoning the property C-2 General Commercial District. Trustee Henning seconded the motion. The motion passed unanimously.**

Administrator Hart wanted to thank Johnstown for all their cooperation.

#### **Annexation Resolution Heron Pointe**

Town Planner Sherry Albertson-Clark presents a resolution to the board to find substantial compliance of the petition for annexation of property into the Town of Berthoud to be known as Heron Pointe Annexation series 1-4. The resolution will set the formal process of annexation and set the public hearing date of December 09, 2014.

**Trustee White moved to adopt resolution 14-14 finding Substantial Compliance with the Colorado Municipal Annexation Act, as amended, and setting December 9, 2014 as the public hearing date. Trustee Baker seconded the motion. The motion passed unanimously.**

#### **Library Board Appointment**

Town Clerk Mary Cowdin presented the board with the selection of Lorna Greene to fill a library board opening. The term will run from January 1, 2015 through December 31, 2018

Sarah Wright the Director for Berthoud Community Library gave a brief description of the statute in regard to the process of electing candidates.

**Trustee Buckridge moves to appoint Lorna Greene to fill the library board with a term of January 1, 2015 through December 31, 2018. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.**

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### **Volunteer Appointments**

Town Clerk Mary Cowdin presented the board with applications for volunteer committees and commission. The team submitted the following recommendations; Brian Young and John Goreski to the Tree Advisory Committee, J. Signe Snortland to the Historic Preservation Advisory Committee and Timothy Hardy to the Planning Commission. The motion is to appoint the recommendations with all terms to expire August 31, 2017.

**Trustee Buckridge moved to appoint the following Brian Young and John Goreski to the Tree Advisory Committee, J. Signe Snortland to the Historic Preservation Advisory Committee and Timothy Hardy to the Planning Commission with terms to expire August 31, 2017. Trustee Baker seconded the motion. The motion passed unanimously.**

### **Draft Budget**

Town Clerk Mary Cowdin presented the board with a suggested motion to accept the 2015 Budget initial draft and set public hearing for the 2015 budget for November 18, 2014.

**Trustee Henning moved to accept the initial draft of the 2015 budget and set public hearing for the 2015 budget for November 18, 2014. Trustee Buckridge seconded the motion. The motion passed unanimously.**

### **Reports**

Trustee Baker reports that the CML District 2 meeting was informative.

Mayor Pro Tem Dowker reports that Northern Colorado MPO meeting focused on funding I-25.

Mayor Gregg thanked the Chamber for the success with Octoberfest.

Trustee White asked where we were at in enforcing law with election signs and gave a reminder that the second community chat was scheduled for tomorrow morning at 9:30.

Mayor Gregg suggested we schedule the signs for discussion.

Trustee Henning requested a future meeting in regard to the Berthoud BMX track as well as the sale and process of the Berthoud Commons Property. Henning would like to see a discussion since we made an obligation to the BMX director that we would follow through.

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Attorney Bell reports that Sherry Albertson-Clark suggested a release authorizing thumping on private property. Also an insert or paragraph on the oil and gas companies fixing any damages that may occur during thumping.

Administrator Hart wanted to present to the board with a yearly membership fee to the Berthoud Chamber of \$5000.

Trustee White recommended a written agreement brought back to the board to specify what the membership fee will detail in regard to services.

Berthoud Chamber of Commerce Executive Director Deanne Mulvihill adds how important it is that town and board work together.

Town Administrator Hart also reported that the Elected Officials Quarterly meeting is next Thursday October 23, 2014. The town is hosting at the Rialto Theatre in Loveland.

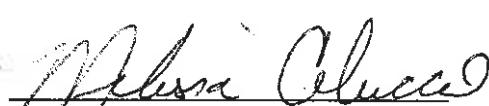
Trustee Buckridge has a new enthusiastic member of the Historic Preservation Advisory Committee and also reminded us of the historic hayride Saturday from 1-3.

Chief Anderson introduces the Sheriff Departments newest deputy Kevin Hobson and expresses what a wonderful job he is doing. Chief Anderson will also be at the Community Chat in the morning.

Mayor Gregg Adjourned the meeting at 8:45 pm.



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Mayor David Gregg



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Melissa Colucco  
Administrative Court Clerk