

**Town of Mead
Regular Board Meeting Minutes
January 9, 2012**

The Board of Trustees for the Town of Mead met for a regular meeting on January 9, 2012, at the Mead Town Hall. The meeting began at 7:00pm.

Members Present:

Mayor Richard Macomber
Trustee Robert J. Acker
Trustee Debra Brodhead
Trustee Scott Clanton
Trustee Kim Heard
Trustee Liz Knapp
Trustee Richard Kraemer

Staff Present:

Town Manager Dan Dean, Town Attorney Rick Samson, Town Planner Steve Stamey, Town Engineer Trent Marshall, Public Works Director Dan Dennison and Acting Town Clerk Sandi F. Sugden.

1. Pledge of Allegiance to the Flag:

The assembly pledged Allegiance to the Flag.

2. Consent Agenda:

- a. The consent agenda consisted of the approval of the minutes of the regular meeting on December 12, 2011 and the bills list for December 2011.

Motion was made by Trustee Heard and seconded by Trustee Kraemer to defer the December 12, 2011 minutes to the January 30th meeting for corrections. The vote was unanimous.

- b. Bills List and Aged Receivables as of December 31, 2011.

Motion was made by Trustee Kraemer and seconded by Trustee Brodhead to accept the Bills List and the Aged Receivables as of December 31, 2011 as presented. Roll call vote was unanimous.

Trustee Kraemer stated that Loris was on the bills list for \$3,341.39 as well as in the JR report.

Trustee Knapp agreed that Loris should be removed from the bills list.

Mayor Macomber said that they would remove Loris from the bills list.

Trustee Kraemer said he would amend his motion and remove Loris from the bills list, Trustee Brodhead seconded the motion. With a roll call vote it passed unanimously to remove Loris from the bills list and approve the remaining bills.

3. Committee Appointments, Resignations and Interviews:

a. Interviews - Open Space & Trails Committee

Mr. Dean said that he had invited Mark Webb to the Board meeting but Mr. Webb stated that he would not be available because he would be out of town. Mr. Dean invited him to come to the meeting on January 30th.

The Board agreed to re-schedule Mr. Webb's interview until the January 30th meeting.

4. Reports / Presentations:

a. Mountain View Fire Protection District Report

Battalion Chief Shad Bennet of the Mountain View Fire Department discussed the incident report for the month of December.

Trustee Kraemer commended the fire department regarding an incident with a woman that refused assistance and throughout her encounter with the fire department they were very professional and stayed with her although she refused to go to the hospital.

Mayor Macomber and the Board thanked Battalion Chief Bennet and all the men and women of the Mountain View Fire District for the good job they do and the services they provide to the community.

5. Old Business:

a. Light at Catholic Church

Mayor Macomber stated that since he is on the churches council he will recuse himself from the meeting and turn the meeting over to Mayor Pro-Tem Heard.

Mr. Dean said he had been asked if the Town would donate one of the Town's lights to the church and said that he would bring it to the Boards attention.

Trustee Kraemer stated that the town cannot legally donate the light.

Mr. Samson agreed that the town could not donate the light to the church.

Trustee Acker asked who would pay for the installation, because he knows this is not going to be cheap.

Mr. Dean said that the church is willing to pay for the installation and has had discussions with United Power.

Mayor Pro-Tem Heard asked what if it's installed in the right of way and then later it's in the way of a path.

Mr. Marshall said that when the plans were created they made sure that the light would have a place.

Mr. Dean said the consensus was that the Town would not provide the light to them but they could purchase one.

Motion was made by Trustee Kraemer and seconded by Trustee Acker to not place the Town light in front of the Catholic Church. Mayor Pro-Tem Heard and Trustees Knapp, Clanton, Acker, Brodhead and Kraemer agreed to not place the light in front of the church. The motion passed.

Mayor Macomber rejoined the meeting.

6. Old Business:

a. 5.5% Ballot Question

The Board discussed the ballot question and felt that it was not clear enough for the voters to understand what is being asked to vote on. The Board asked Mr. Dean and Mr. Samson to re-write the 5.5% ballot question so that the voters would know what they are being asked to vote on.

Mr. Dean said they can canvas the area and pay students to place flyers on the residents' doors so that the residents can be better educated as to what the 5.5% Ballot question means.

Trustee Acker asked if the excess revenue could be put towards the Parks & Rec or Open Space.

Trustee Kraemer asked if the board would like it better if, any given year, any extra revenue would be given to the Parks & Rec, Open Space or anything else.

Trustee Kraemer asked Mr. Samson to find out if the town can apply the excess funds towards a particular purpose.

Mr. Samson stated that he and Mr. Dean were going to make an appointment to see Dan Lynch, a Bond and Tabor expert to get further clarification.

The Board agreed to have Mr. Samson and Mr. Dean bring this issue back before the Board once it is re-written with better clarification.

Trustee Kraemer asked who would write the neutral piece.

Mr. Dean said that the verbiage of the ballot question will not change much from what it already is. Mr. Dean said that he and Mr. Samson would write the neutral piece but would like to ask Mr. Lynch's expertise on the actual ballot question verbiage.

Trustee Acker said that this was a vote against the limitations contained in the Taxpayer Bill of Rights and the 5.5% Annual Levy Law 29-1-301 CRS, and therefore he could not support it.

b. Engineering RFQ

Trustee Knapp stated that since JR Engineering has moved from Fort Collins to Greenwood Village, the Town has to pay more in mileage. Trustee Knapp further stated that she does not feel it is fair for the Town to have to pay because they moved.

Trustee Kraemer asked about the last page where it states how much time they would have to respond to the RFQ.

Mr. Dean said somewhere between three weeks and a month.

Trustee Heard asked, where will they advertise the Engineering RFQ.

Mr. Dean said it would be advertised on websites and listed with other firms as well. He knows there is a place it can be advertise on the CML website.

Mr. Marshall said there are Engineering sites where you can also advertise.

Trustee Kraemer said he thinks the RFQ should be sent out with responses due in mid-February or the first of March. Trustee Kraemer also stated there should be a study board and that Trustee Clanton should be on the study board as well.

Mr. Samson said if there are more than two board member's present it will have to be called a Work Session - Public Meeting and it would have to be publicized.

Mr. Marshall said there is always liability insurance required on all the projects.

Mayor Macomber asked Mr. Marshall to get a listing together of where the RFQ could be posted.

c. Mead Trail Pay Request #28

Mayor Macomber asked Mr. Marshall why, on the report, it shows that the project went over by \$2,741.00.

Mr. Marshall stated the trail design had to be put on hold because Troy Campbell of Ridgeline was working on the 3rd Street project and had to make some changes to the designs. CDOT is paying 50% of the cost with the Town paying the other 50%, which is \$210,000.00 for each.

Trustee Kraemer stated that he did not see that the \$2,741.00 is considered to be that much of an overage because the changes in the design caused the overage which was not their fault.

Trustee Kraemer made a motion to amend his motion to pay the \$3,341.39 overage to Loris, seconded by Trustee Clanton. Mayor Macomber, Trustees Knapp, Clanton, Acker, Brodhead and Kraemer and Heard agreed. With a roll call vote it passed unanimously.

7. Reports and Comments:

a. Dan J. Dean, Town Manager

Mr. Dean said that the sale of Red Dear Lake would have to first be discussed before it can be put on the ballot.

Trustee Kraemer said that it should be offered to Little Thompson Water District first.

Mayor Macomber said that it had been offered to them and they turned it down.

Mayor Macomber asked if there were any further questions for Mr. Dean.

Mr. Dean shared with the Board that he and Linda Martin met with Kent Nelson with CKJ (Welker Farm) properties regarding the preferred location of oil and gas facilities on the property north of Welker Avenue and west of I-25. Mr. Dean and Ms. Martin encouraged Mr. Nelson to locate his facilities away from Welker Avenue along the back side of the property adjacent to the drainage area.

Trustee Kraemer asked if there was anything else regarding Mr. Hansen to be reported on.

Mr. Dean said there would be a drafted list of conditions and once previewed Mr. Dean and Mr. Marshall would take it to Richie Brothers.

Trustee Kraemer asked if an annexation letter had been written to present to Mr. Hansen yet. Trustee Kraemer said he would like to see a commitment first before a road is built and the Town paying for it.

Mayor Macomber asked Mr. Samson to get these documents to Mr. Dean to take to Mr. Hansen.

Trustee Kraemer said that if Mr. Hansen says no, it will then go back to Weld County.

Mr. Dean asked if the Board would like Mr. Samson to prepare the annexation at this time, and the Board agreed that Mr. Samson should go ahead and prepare the annexation at this time.

There were no more questions for Mr. Dean.

b. Richard Samson, Town Attorney

Mr. Samson said that the Encana Division were not able to tell him what portion the town owns and what royalties they will be receiving from the minerals rights.

Mr. Samson shared with the Board that on January 20th, 1:00pm to 5:00pm, there will be a meeting regarding an Oil & Gas symposium that will be sponsored by CML in Del Camino. All Commissioners have been invited. Mr. Bruce Barker has also invited all the Attorneys in the area to share the information about the status regarding gas and oil wells, and also share on special use permits.

c. Steve Stamey, Town Planner

Mr. Stamey said there will be referrals coming in for Encana Liberty Wells & Margil Wells, SE 1/4 Section 34. These are new projects. The Margil Wells, NW and SW 1/4 Section 34 are already an approved well sites.

There were no questions or comments for Mr. Stamey.

d. Trent Marshall, Town Engineer

There were no questions or comments for Mr. Marshall

e. James Wright, PE, Town Wastewater Engineer

i. 2012 Sanitation Rate Discussion

Mr. Wright presented the option of adding a surcharge for those who have higher usage. The alternative would be to charge a flat fee to all users.

Mr. Wright said the current base charge is \$30.52. Raising the base charge one dollar, 3.3% would generate approximately \$20,000 in revenue over a 12 month period.

Mayor Macomber said that in 2012 there will not be an increase, but in 2013 sewer bills will go up \$1.00 across the board.

Motion was made by Trustee Knapp, seconded by Trustee Kraemer to raise the sewer bills \$1.00 across the board.
The motion passed unanimously.

f. Dan Dennison, Public Works Director

i. John Deere Tractor Purchase

Mr. Dennison said with the trade in of the old tractor the cost for a new one would be \$39,259.67 which is already in the budget. He would like to move forward with the purchase.

Motion was made by Trustee Kraemer, seconded by Trustee Knapp to trade in the old tractor and purchase the new one for \$39,259.67. By roll call vote, the motion passed unanimously.

ii. Drain Pipe Relining Proposal

Mr. Dennison brought to the Boards attention that on Third Street at Highway 66 the pipe under the bridge is deteriorating and is in need of repairs. Mr. Dennison also said that he got a bid from C&L Water Solutions, the cost for the repairs will be \$6,100.00 When repairs are being done they will not have to close the road.

Trustee Acker asked what would happen if it did not get repaired.

Mr. Dennison explained that with the weight of the trucks for the oil wells and traffic in general it could cause the bridge to collapse and then both lanes would have to be closed for repairs.

Motion was made by Trustee Acker, seconded by Trustee Kraemer pay C&L Water Solutions \$6,100.00 to repair the pipe under the bridge on Third Street at Highway 66. By roll call vote, the motion passed unanimously.

iii. New Maintenance Shop Discussion

Mr. Dennison presented the Board with two different designs from Mishler for the new public works shop; one plan has one bay and the other with two bays.

Trustee Acker said that he would like to see more bids before a decision is voted on.

Mr. Dennison said that he was really just trying to show the Board the designs but will put out for more bids.

iv. Street Sweeping Bid

Mr. Dennison had two proposals come in for Street Sweeping, had asked for three but at the last minute the third company said they would have to decline because their machine went down and not sure when would be up and running again.

Mr. Dennison said that he would like to choose All Swept Up, LLC not just because of price but because they have been servicing the town for a couple of years and have been doing a good job for the town.

Motion was made by Trustee Acker, seconded by Trustee Kraemer to accept the bid for All Swept Up, LLC. The motion passed unanimously.

Mr. Dennison told the Board there was a young man who had to complete some community hours. While completing his time he worked on the Public Works 1 ton truck he removed the dents and repainted it. Mr. Dennison said he did a wonderful job.

8. Mayor Macomber

Mayor Macomber went over the 2012 Meeting calendar and there were a couple of days that needed to be corrected. Also along with the corrections Mayor Macomber asked about cancelling the December 31, 2012 meeting.

Motion was made by Trustee Heard, seconded by Trustee Kraemer to cancel the December 31, 2012.

Mayor Macomber asked if Code Enforcement has been checking on the foreclosure properties around town.

Mr. Dean said Mr. Land had found two so far and will be checking into two more.

Mayor Macomber asked about Charlene Reed the Town Clerk and wanted to know if there had been any word as to when she would be returning.

Mr. Dean stated that the Election will be run by Ms. Sugden, she is experienced, she did the last election for the town and did a good job. Unless Mrs. Reed

returns within the next two weeks Ms. Sugden will be doing the election. This will be a mail in ballot as well as a polling place election.

Mayor Macomber asked Ms. Sugden when the petitions could be distributed for those who want to run in the election.

Ms. Sugden said the date those who want to run for election can pick up their petitions on February 13, 2012.

Trustee Knapp asked how much it costs to have a polling place and there are other towns that do mail in ballots only.

Mr. Dean said the last election ran approximately \$3000 to \$4000.

Trustee Acker said he checked further on FDIC banks. During the day it is in a day trade, SIPC. Trustee Acker does not feel this is the right way to invest the Town's money.

9. Town Trustees

Trustee Heard wanted to thank the Town for the Rachel Crow "Meet & Greet" there were approximately 300 people that showed up to meet her.

Trustee Clanton said that at the last meeting there was a sign ordinance that was passed and asked when the signs would be distributed.

Mayor Macomber asked Mr. Dennison to check into this further.

Motion was made by Trustee Kraemer, seconded by Trustee Knapp, to adjourn. The motion passed unanimously.

With no further business before the Board, the meeting adjourned at 9:11p.m.



Richard W. Macomber, Mayor

Attest:



Sandi F. Sugden CMC, Acting Town Clerk

Approved at the regular Board meeting, 1.30.2012 with amendments