

Town of Mead
Minutes of the Regular Meeting
Board of Trustees
Monday, October 10, 2011

The Board of Trustees for the Town of Mead met for a regular meeting on October 10, 2011. The meeting was called to order at 7:00 p.m.

Members Present:

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

Staff Present:

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

Pledge of Allegiance to the Flag:

The assembly pledged allegiance to the flag.

Consent Agenda:

- a. Request approval of the Special Budget Meeting September 26, 2011

Motion was made by Trustee Kraemer, seconded by Trustee Heard, to approve the minutes of the September 26, 2011 Special Budget Meeting. The motion passed, with Trustee Brodhead abstaining.

- b. Request approval of the Minutes of the September 26, 2011 Meeting

Motion was made by Trustee Heard, seconded by Trustee Acker, to approve the minutes of the September 26, 2011 meeting with corrections. Trustee Brodhead abstained and Trustee Kraemer voting no, the motion passed 5-2.

- b. Request Approval of the September 2011 Bills List

Motion was made by Trustee Heard, seconded by Trustee Acker, to approve the Bills List for September 2011. The motion passed unanimously.

Audience Participation:

There were no items presented from the audience.

Reports:

- a. Mountain View Fire Protection District Report

Chief Albrant and Captain Rademacher of the Mountain View Fire Protection District stated that there are no new issues in the district at this time.

The Board thanked Chief Albrant and Captain Rademacher for their services.

- b. Weld County Sheriff's Department Reports for the Town of Mead and Schools.

The board discussed and commented that they are glad to see the presence of the officers at the schools as well as around town.

- c. Rod Schmidt, St. Vrain Valley School District - Proposition 103

Mr. Schmidt discussed Proposition 103 with the Board explaining the importance of this issue that will be on the November ballot. He also stated that the Mead Middle School was ranked #2 in the State of Colorado.

The Board agreed that it is important for Colorado to support the schools and teachers so that they can continue to educate the children.

The Board thanked Mr. Schmidt for coming and bringing this issue to their attention.

- d. Mead Liquor Authority

Mayor Macomber opened the Liquor Authority at 7:40pm

- i. Liquor License Renewal - La Fiesta Mexican Grill

Rick Samson stated that he had reviewed the Liquor License Renewal for the La Fiesta Mexican Grill and the Weld County Sheriff's report and there were no issues.

Motion was made by Trustee Acker, seconded by Trustee Knapp, to approve the Liquor License Renewal - La Fiesta Mexican Grill. The motion passed unanimously.

Old Business

- a. William Diones, Utility Service Providers

At the meeting on September 26th the Board asked Mr. Diones to bring more detailed information regarding what the Utility Service Providers had to offer to the residents of Mead. Mr. Diones said that his company was asking the Board to look at possibly partnership with Utility Service Providers.

After much discussion, the Board decided that this was not something that would benefit the Towns residents.

Trustee Acker asked if this discussion could be tabled.

Motion was made by Trustee Acker, seconded by Trustee Brodhead, to table the Utility Service Providers. The motion failed with 2 votes for and 5 against.

New Business

b. 3rd Street – Phase I, Request for Final Payment

Troy Campbell of Ridgeline Consultants, Inc. came before the board to request the final payment of \$78,154.15 for the 3rd Street-Phase I.

Mayor Macomber asked if there was a (2) two year warranty on the work.

Mr. Campbell assured the Board that there was a (2) two year warranty on the work.

Mr. Samson stated that there are payment bonds on all contractors and are paid with a performance bond. That's why developers choose to use credit instead of bonds; and it is typical for them to use bonds for this type of construction.

Trustee Acker asked if Mr. Samson had reviewed the contract and warranty information.

Mr. Samson said that he had, and if there were any issues they would not be paid, and that this was a reputable company.

Mr. Campbell said that there had been 10% withheld from the contractors payments for the work, and when once they had completed it they would receive the final payment.

Motion was made by Trustee Kraemer, seconded by Trustee Knapp, authorizing the final payment of \$78,154.15 for the 3rd Street – Phase I. The motion passed unanimously, by a roll call vote.

Resolution 22-R-2011

A RESOLUTION OF THE TOWN OF MEAD, COLORADO, AUTHORIZING FINAL SETTLEMENT WITH HIRSCHFELD BACKHOE & PIPELINE, INC., 9201 BRUIN BLVD., FREDERICK, CO 80504, FOR ALL WORK COMPLETED ON THE TOWN OF MEAD, 3rd STREET - PHASE 1 CONSTRUCTION PROJECT.

Motion was made by Trustee Kraemer, seconded by Trustee Knapp, to approve Resolution 22-R-2011, Authorizing final settlement with Hirschfeld Backhoe & Pipeline, Inc. The motion passed unanimously.

a. Flexible Spending Bank Account - Closing

The Board discussed and agreed to close the Flexible Spending Bank Account.

Motion was made by Trustee Kraemer, seconded by Trustee Brodhead, to approve the closing of the Flexible Spending Bank account. The motion passed unanimously.

2. Reports and Comments

a. Dan J. Dean, Town Manager

Mr. Dean said that he and Mr. Dennison had met with Mark Lawley and Hans Kahn about the Mountain View Fire Protection District's interest in building more space to house fire department personnel. Mr. Dean said that they would like to extend approximately 20 feet into the park so that they can remove the bedroom that is in the bay area and use it for equipment.

Mr. Dean reported that he and Linda Martin, the Economic Development Specialist for the Town of Mead, hosted a breakfast in order to get community input about economic development in the town. Mr. Dean and Ms. Martin also discussed hosting a monthly breakfast.

Personnel Adjustments:

Mr. Dean stated that he and Ms. Sugden had discussed a salary adjustment during her time as the Acting Town Clerk and is requesting an additional \$75 per week which would put her at what Mrs. Reed was earning.

Motion was made by Trustee Acker, seconded by Trustee Knapp, to approve a salary adjustment for Sandi F. Sugden, CMC Acting Town Clerk. The motion passed unanimously by a roll call vote.

Mr. Dean asked the Board to authorize the hiring of a temporary part-time person for 15 to 20 hours per week to help with coverage, such as answering the phone, entering utility bills and customer service. Mr. Dean suggested that the hourly wage should not exceed \$10 per hour, and would not include any benefits or PDO; this position will be posted on the Town's website as well as posted at the Town's notice locations.

Motion was made by Trustee Acker, seconded by Trustee Knapp, to approve Mr. Dean to hire a person for 15 - 20 hours a week for coverage. The motion passed unanimously.

Mr. Dean asked the Board if he could apply to serve on the CML Board.

Trustee Heard asked if he needed an endorsement from the Town.

Mr. Dean said that he would need a letter of endorsement from the Town.

Motion was made by Trustee Heard, seconded by Trustee Acker, to approve Mr. Dean to apply for the CML Board vacancy. The motion passed unanimously.

Trustee Kraemer and Trustee Heard asked Mr. Dean why there was already going to be reconstruction to the new addition that had just been completed.

Mr. Dean said that there is so little room in the Town Hall for the staff. Mr. Dean stated that there is a possibility that Dean Land, Code Enforcement and Denise Rademacher, Town Treasurer would be moved into the new addition and move Ms. Sugden into their old office. Ms. Martin is working in Mrs. Reed's desk at this time. We are also looking at office space in the Sekich Business Park for Ms. Martin.

Trustee Kraemer asked how much it will cost to reconstruct the storage room into office space.

Mr. Dennison said that the biggest cost would be putting the window in because of the concrete block wall.

Trustee Kraemer asked Mr. Dean if he could get more details as far as how often records are retrieved from the storage room and bring it back to the next Board meeting on October 31st.

b. Richard Samson, Town Attorney

Mr. Samson explained to the Board that Trustee Kraemer is representing Mr. Williamson in the I-25 Business Park Annexation.

Mr. Samson said that Mr. Williamson wants the Town to approve sewer service to the I-25 area.

Mr. Dean said this commits us to provide sewer service when I-25 Business Park annexes into Mead, but they would have to annex first.

Mr. Samson said that there will be a letter sent stating that the Town has the capacity to service the area in question.

Motion was made by Trustee Acker, seconded by Trustee Brodhead, to approve Mr. Samson to write a letter stating that the Town has the capacity to service the area in question. The motion passed with Trustee Kraemer abstaining.

Mr. Samson presented Resolution 23-R-2011 A RESOLUTION FINDING SUBSTANTIAL COMPLIANCE AND INITIATING ANNEXATION PROCEEDINGS FOR CERTAIN PROPERTIES IN WELD COUNTY, COLORADO, TO THE TOWN OF MEAD, SAID ANNEXATION TO BE KNOWN AS THE MEAD VILLAGE.

Motion was made by Trustee Kraemer, seconded by Trustee Knapp, to approve Resolution 23-R-2011. The motion passed unanimously.

The Board had no further questions on Mr. Samson's report.

c. Steve Stamey, Town Planner

Mr. Stamey was not present and the Board had no questions regarding his report.

d. Trent Marshall, Town Engineer

Mr. Marshall said that CG&S Concrete was awarded the bid for Phase I trail from Feather Ridge. Mr. Marshall said that they are a very good company but they will still have to go to CDOT for their approval first.

e. Dan Dennison, Public Works Director

Trustee Acker asked Mr. Dennison how the testing of the graders has been going.

Mr. Dennison said by being able to use the graders and using them at the lagoon it saved the Town money.

Trustee Kraemer asked Mr. Dennison where he thought the extra 13 light poles from United Power should be placed around town.

Mr. Dennison said that it would be nice to see them go in on 5th Street and on the trails along 3rd Street.

Mr. Dean stated that they could be extended onto the sidewalk and still be ADA approved.

Trustee Kraemer asked if the lagoon has been turned over to the Parks & Rec committee.

Mr. Dean said that by using the graders at the lagoons, Public Works was able to clean them up and Parks & Rec will be working on the designing of the Liberty Ranch parks.

Mayor Macomber said that Norris Design has a 12 page long-range plan that they would like to present to the Board.

Trustee Kraemer asked if there could be a special meeting with Norris Designs on Monday October 24th at 6:00pm.

Trustee Acker asked if there could be a backup budget meeting on Monday October 24th at 6:00 PM, Norris Design Presentation at 7:00PM and Mountain States at 8:00PM. December 5th at 6:00PM there would be the final budget meeting and final meeting with Norris Designs.

Mr. Dennison said that with the snow season approaching there is a concern with people parking in the snow plow path. Mr. Dennison asked if people are parked in the snow plow path, can the town have them towed.

Mr. Dean said that there is not an ordinance in place stating that when someone parks in the path of the snow plows that the town would have the right to have them towed away.

Trustee Acker asked if this would mean that the Town would have to hire a tow truck because this could become costly to the town.

Mr. Dennison asked if they could designate Main Street as a snow plow street.

Mr. Dennison stated that it has become a hazard and he will have to post signs on the snow route from Palmer to Welker.

Trustee Heard noted that there are people who live on Main Street and that this would affect them.

Mayor Macomber said that the Town should notify the residents on Main Street beforehand so that they are prepared.

Trustee Knapp stated that the homeowners and business owners should have the opportunity to be able to have their input regarding this.

Mr. Dean said that he and Mr. Dennison will meet with those that this will affect.

3. Mayor Macomber

Mayor Macomber stated that for planning purposes for the staff he would like to propose that the December 26th meeting be cancelled.

Motion was made by Trustee Knapp, seconded by Trustee Kraemer, to approve cancelling the December 26th Board of Trustee meeting. The motion passed unanimously

4. Town Trustees

Trustee Knapp said that she met with Kim from Rabbit Hill Graphics across from the Colorado East Bank where the sign will be erected.

5. Adjournment

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

With no further business before the Board, the meeting adjourned at 9:13 p.m.

Richard W. Macomber, Mayor

Sandi F. Sugden, CMC, Deputy Town Clerk

Approved at the Regular Board Meeting October 31, 2011