

Town of Mead
Minutes of the Regular Meeting
Board of Trustees
Monday, September 12, 2011

The Board of Trustees for the Town of Mead met for a regular meeting on September 12, 2011. The meeting began at 7:01 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 Rick Samson, Town Planner Steve Stamey, Town Engineer Trent Marshall, Public Works Director Dan Dennison and Deputy Town Clerk Sandi F. Sugden.

Pledge of Allegiance to the Flag:

The assembly pledged allegiance to the flag.

Consent Agenda:

The consent agenda consisted of the approval of the minutes of the regular meeting from August 29, 2011.

Motion was made by Trustee Heard, seconded by Trustee Brodhead, to approve the minutes as presented of the regular board meeting August 29, 2011. The motion passed unanimously.

Financial Report:

Mayor Macomber asked Dan Dennison why there were two bills listed for Fine Lines.

Mr. Dennison explained that it was for curb and hydrants; he also stated that this job still came in \$2000.00 under budget.

Motion was made by Trustee Brodhead, seconded by Trustee Knapp, to approve the Financial Report. The motion passed unanimously.

Audience Participation

There were no items presented from the audience.

1. Committee Appointments, Resignations and Interviews
 - a. Interviews – Parks and Recreation Committee

There were two applicants applying for the Parks and Recreation Committee positions:

Joyce Palaszewski resident 13701 Wrangler Way Mead, Colorado. Mrs. Palaszewski stated that she lives in Liberty Ranch and that she wants to be on the committee so that she can be a voice for the community.

Mayor Macomber asked Mrs. Palaszewski how long she has lived in Mead.

Mrs. Palaszewski said that she has lived here for five years.

Trustee Heard ask Mrs. Palaszewski if she had attended any of the Parks & Rec meetings in the past.

Mrs. Palaszewski said yes she had attended some of the meetings in the past and that she is involved in the community as well.

Trustee Kraemer noted that the town has \$305,000.00 to put into the Parks & Rec and would like to know if she would do the mail in ballot or would the HOA send out a survey to see what the community would like.

Mrs. Palaszewski stated that she agreed with doing a survey to find out what everyone in the community would like to have and was willing to do so.

The Board thanked Mrs. Palaszewski for applying and for wanting to be involved in the community.

Gerald Palaszewski resident 13701 Wrangler Way Mead, Colorado, stated that he has lived in Mead for five years in Liberty Ranch. Mr. Palaszewski went on to say that he has been in the construction and electrical field for over 30 years. He said that when he was at the last Planning Commission meeting it was mentioned as he was leaving that there were openings on committees. He said that after hearing that he felt that he should step up help on a committee in the Town of Mead. Mr. Palaszewski said that he would like to see that the kids have a safe place to play.

Trustee Acker stated that Parks & Rec applies to all of Mead, not just Liberty Ranch.

Mr. Palaszewski commented on the mail in ballot question asked by Trustee Kraemer earlier. Mr. Palaszewski said that they did a mail ballot before but no one responded they just threw them away. He said that if appointed to the committee he would be willing to go door to door with the survey to find out what the residents wanted to see happen in the community.

Trustee Kraemer noted that there are other openings on other committees as well as the Parks & Rec Committee, such as the Downtown Revitalization which will be working on some construction projects. There are also openings on the Planning Commission and Open Space.

Mr. Palaszewski said that he is willing to serve wherever needed.

Trustee Kraemer asked if they could appoint one of the applicants as a member and the other one as an alternate on the Parks & Rec Committee.

Trustee Acker asked if an "ordinance" could be created for an alternate so that they could both serve on the Parks & Rec Committee.

Mayor Macomber asked Rick Samson the Town's attorney to prepare an ordinance to establish an alternate member on the Parks & Rec Committee and to bring it back before the Board at the next meeting.

Trustee Acker asked if the Senior Coordinator Maggie Cornell could be appointed to serve as the ex-officio for the Parks & Rec Committee.

Motion was made by Trustee Acker seconded by Trustee Kraemer, to nominate Gerald Palaszewski to serve as a member and Janet Palaszewski to serve as an alternate on the Parks & Rec Committee and to nominate Senior Coordinator Maggie Cornell to serve as the ex-officio for the Parks & Rec Committee. The motion passed unanimously.

Reports:

Board members reviewed the Mountain View Fire Protection District Monthly Report.

Chief Mark A. Lawley said that on Community Day they served 225 breakfasts and all the proceeds went to the Mead Food Bank. He stated that the monthly incident report was about the same as last month's meeting. Chief Lawley asked if there were any questions from the Board.

Trustee Acker asked Chief Lawley if the new toll road that would be going in would impact the fire district in any way.

Chief Lawley said that this was the first that he had heard of the toll road going in and that he will check with CDOT to get more information.

Mayor Macomber thanked Chief Lawley and all the firefighters that helped with the wonderful breakfast on Community Day. The Mayor thanked Chief Lawley and the entire Mountain View Fire Department for their services.

Mead Liquor Authority

- b. Special Event Permit
Guardian Angel Catholic Church – Fall Festival

Mayor Macomber stated that since he is a member of the parishioner's council of the church he would recuse himself from the discussion.

Mayor Pro-Tem Heard presented the Special Events Permit for the Boards approval.

There were no questions or comments from the Board.

Mr. Samson told the Board that since there had not been a 10 days' notice posted that if the Board approved the Special Events Permit it would not be sent to the Department of Revenue until September 19th. By doing so there would then be adequate notice. Mr. Samson also stated that the application is in good standing with the State.

Motion was made by Trustee Acker, seconded by Trustee Brodhead, to approve the Special Events Permit for the Guardian Angel Catholic Church – Fall Festival. The motion passed unanimously.

Mayor Macomber rejoined the meeting.

Old Business:

- c. High Point at Mead Annexation Agreement

Mr. Dean said that Bonner Gilmore had called and said that he would not be able to attend this meeting but would like to be put on the agenda for the next meeting.

Trustee Heard asked about the retention and drainage.

Trustee Acker stated that #6 on the report said "the width of the open space must be substantially wider than 10ft" and thought that seemed too small.

Mr. Dean stated that it would depend on the size and would have to be attractive, not full of weeds and dirt. Mr. Dean also stated that this is still in the works and that the master plan will address the issue of 10ft and there will be a discussion to change to at least 50ft.

Trustee Kraemer asked Mr. Dean what his understanding of the annexation agreement to connect to the town's sewer plant was.

Mr. Dean stated that it's a part of the annexation agreement to annex into the town in order to be able to connect to the town's sewer plant.

New Business:

d. Hirschfeld Backhoe and Pipeline - Notice of Substantial Completion

Troy Campbell of Ridgeline Consultants, Inc. said that there are two items that still need to be finished on the punch list before the job is complete. He also stated that a notice will have to be put in the newspaper for the final payment.

Trustee Heard told Mr. Campbell that the parking on 3rd Street caused some issues during Community Day.

Mr. Dean said that the only way to avoid this issue would be to put up "No Parking" signs.

Trustee Scott Clanton asked if they would want to make it available during special events.

Mayor Macomber stated they it could be done by putting a bag over the "No Parking" sign for special events.

e. National League of Cities - Line Protection Plan

William Diones representing Utility Service Partners, Inc. 6370 S. Newport Court Centennial, Colorado. Mr. Diones said that the NLC Service would like to offer the residents a service that would provide insurance for their water lines, providing there aren't any pre-existing conditions and it does not cover the water hose connector on the house that can freeze and cause damage. Mr. Diones also stated that they have partnered with other local governments and towns. He also said that the town would receive 10% for each protection plan sold, and is totally up to the homeowner and no cost to the town.

Trustee Acker shared that he had learned about this service at CML, because he had had a leak on his own property and it cost him to repair. He felt that had he had this type of insurance in place he would have been covered and feels that this could benefit the town's residents.

Mr. Diones said that the company has an A+ rating with the Better Business Bureau.

Trustee Acker asked Mr. Dean to check into this further so that it can be further discussed at another meeting.

Motion was made by Trustee Acker, seconded by Trustee Kraemer, to adopt once further studies have been completed.

Mayor Macomber said that he would like to table this presentation to be discussed at another meeting.

Trustee Heard agreed.

Motion was made by Trustee Acker, seconded by Trustee Kraemer, to table until the October 10th meeting. The motion passed unanimously.

f. National League of Cities Annual Conference - Registration and Voting Delegate

Trustee Knapp stated that she would like to attend the NLC Annual Conference in Phoenix, AZ.

Mr. Dean said that with airfare, lodging, meals and flight would cost the town approximately \$1600.00.

Motion was made by Trustee Kraemer, seconded by Trustee Clanton, to approve to send Trustee Knapp to the NLC Annual Conference in Phoenix AZ, providing it does not cost over \$1600.00. The motion passed unanimously.

g. CIRSA Renewal

Motion was made by Trustee Kraemer, seconded by Trustee Acker, to approve the CIRSA Renewal as presented. The motion passed unanimously.

Reports and Comments:

- a. Dan J. Dean, Town Manager
 - i. Budget Direction

Mr. Dean asked the board's direction of giving Merit raises. There was a Merit raise given in 2010, but no COLA raises.

Mr. Dean said that the town employees appreciate that they have a job as well as their benefits that the town has to offer, and that they are happy to work for the town. Employees wanted to feel appreciated by the Board. Mr. Dean also stated that this issue would be discussed further at the budget meeting.

Mr. Dennison said that the Public Works staff is happy to have a job. The reason he recently requested a raise for one of his staff members is that he has so much to offer the Public Works department, as well as the town, and is a vital employee to the town.

Mayor Macomber said that he understands what is being said. If you look at the private and public enterprises, and if you take a look at the salaries in certain areas, using Longmont as an example, the Town Manager and Public Works Director both make fabulous salaries but the

operator on the dump truck is not making anything near what they are making. There is always something in the health issues if you take a look at some of those across the nation who we are in competition with.

Trustee Acker said that he has no issues with any of the staff employees and thinks they are all doing a great job.

Mayor Macomber asked the Board if there were any more questions for Mr. Dean on his report.

There were no more questions or comments from the Board.

Mayor Macomber asked all in favor of the motion for the 1% Merit. Mayor Macomber and Trustees, Brodhead, Knapp, Acker and Heard voted yes with Trustees Clanton and Kraemer voting no.

b. Richard Samson, Town Attorney

Mr. Samson said that he is waiting for reports from Jim Scherocman regarding Vale View and whether or not the roads should be accepted, Mr. Samson said that he was not in favor of accepting them and should have more to report at the next meeting.

Mr. Samson said that he had had a preliminary request on the Synergy wells. They originally had the tanks separated and Mr. Olson has given approval to move the wells to the site themselves. This is a temporary move for five years subject to what Mr. Olson may do in the future with the lots. It's a better location for the wells and tanks and it doesn't dictate that we have to have another hearing Mr. Samson said and asked if the Board would be comfortable with not having to have another hearing.

The Board agreed with Mr. Samson.

There were no further questions or comments from the Board for Mr. Samson.

c. Steve Stamey, Town Planner

There were no questions or comments from the Board for Mr. Stamey

d. Trent Marshall, Town Engineer

Mr. Marshall said that they had received approval for the trail project and will start putting it together. Mr. Marshall said that there was a Weld County IGA, which he had applied for it, and it was basically sharing the cost equally between the Town and County.

Mayor Macomber asked if the construction cost would be \$450,000.00, and if \$362,000.00 would be split between the Town and County. There would be an \$88,000.00 short fall which we would need to take a look at.

Mr. Marshall said that they would split the cost and it would be approximately \$45,000.00 each.

Trustee Kraemer asked if this was going to come again before the Board.

Mr. Marshall said that it would, and that Weld County is looking at their budget at this time as well.

Motion was made by Trustee Kraemer, seconded by Trustee Brodhead, to include in the budget of the sharing of the cost with Weld County, not to exceed \$50,000.00. The motion passed unanimously.

There were no further questions or comments from the Board for Mr. Marshall.

e. Dan Dennison, Public Works Director

Chris Larmon of Public Works provided a power point presentation regarding the possibility of a new or lease-to-own grader for the town from John Deere. He went on to explain that the current grader that the town has is a 1986 Dresser 500A motor. The trade value as of or the grader is \$11,000.00. If the brake system is repaired the value would then be \$14,000.00 to \$16,000.00. Renting on an As-Needed basis would cost an average daily rental of \$748.00 daily. Four days per month is an estimated \$2993.00/monthly cost for road maintenance only.

Gary Green representing John Deere said that an operator can program the grade that it wants the plow to grade.

Mr. Larmon also stated that by contracting out a grader, a line could get broken by the contractor because they are not familiar with where the town's lines are.

Mayor Macomber asked what the difference would be between Municipal Lease and a Government Operating Lease.

Mr. Green explained:

- The Municipal Lease: you have to purchase the machine at the end of the lease.
- Government Operating Lease: you would have the option to walk away or purchase the machine at the end of the lease.

Trustee Clanton asked if there would be training made available.

Mr. Green said that the cost would include training for the staff as well.

Trustee Acker said that he would like Mr. Dean to contact Weld County and see how much they would charge to grade the town and see how much the town would save by doing so on

maintenance, fuel and staff time. Trustee Acker also said that he would like to see three bids to choose from.

Mayor Macomber said that the board would like to see other bids as well and to also have Ms. Rademacher check with other banks, and would also like to ask Weld County as Trustee Acker suggested.

The board discussed the presentation and suggested that the Town Treasurer Denise Rademacher research other financial institutes to see what rate the town could get before making a decision and have this brought back for further discussion.

The Mayor and Board thanked Mr. Larmon and commended him on his presentation and all agreed that they need to see other bids first.

Mayor Macomber:

h. Proclamation - Constitution Week

Motion was made by Trustee Kraemer, seconded by Trustee Brodhead, to approve and acknowledge the Proclamation - Constitution Week, September 17th to the 23rd. The motion passed unanimously.

Mayor Macomber thanked all the staff for the good work that they did for Community Day this year, and said the fireworks were spectacular as well.

Mayor Macomber said that he and Mr. Dean met with the Director of DOLA and Don Sandoval. Even though they said they don't have any money at this time, we expressed that we would like to be kept in mind in the event that monies do become available. We also took them on a tour of the Wastewater Treatment Plant and they were very impressed with what they saw for such a small municipality.

Mayor Macomber said that he met Friday with the school district and that they are pushing for Proposition 103 that will be on the November ballot. The school district will be giving a presentation at the October 10th Board meeting.

Mayor Macomber said that there is also a CML District 2 meeting in Greeley and if any of the Trustees would like to attend they will need to let Sandi know as soon as possible so that she can register them for it before the deadline.

2. Town Trustees

a. Liz Knapp - Sign Proposal

Trustee Knapp presented the Board with a Sign Proposal with quotes from two different companies; Longmont Signs, Inc quoted \$8,165.00 which does not include the base or

installation. Rabbit Hill Graphics Signs quote was \$15,000.00 which does include base as well as installation.

Trustee Knapp said that Rabbit Hill did the Real Estate and the Catholic Churches signs and they both still look new.

Mayor Macomber said that Rabbit Hill Graphics Signs agreed that the Catholic Churches sign was done two years ago and it still looks new, no fading.


Trustee Knapp asked what the board would want the sign to say on the front and back. The front to say, "Welcome to Mead" or "Welcome to Historic Old Town Mead" and on the back "Come Back Soon".

Trustee Clanton asked if this would also include a warranty for the sign.


Trustee Knapp said that Longmont Signs has a 15 year warranty and Rabbit Hill Graphics Signs has a 20 year warranty.

Motion was made by Trustee Kraemer, seconded by Trustee Brodhead, to approve the sign to be purchased from Rabbit Hill Graphics Signs for \$15,000.00. The motion passed unanimously.

With no further business before the Board, the meeting adjourned at 10:16 p.m.



Richard W. Macomber, Mayor



Sandi F. Sugden, CMC, Deputy Town Clerk



Approved by the Board of Trustees with correction at their regular meeting September 26th, 2011.