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BOARD OF TRUSTEES
January 15, 2019
LEEPER CENTER – 3800 WILSON AVE.

Work Session --7:30pm

Agenda

1. Bee Lake Fireworks Contract
2. Buxton Contract
3. Debt Policy
4. Fund Balance Policy
5. Investment Policy review
6. Harassment Policy
7. Regional Transportation Funding Strategies
8. Water Treatment Plant Guaranteed Maximum Price

WORK SESSION SUMMARY
January 15, 2019

Work session started at 7:30 p.m. and ended at 9:31 p.m.

Board members present Troy Hamman, John Evans, Tim Whitehouse, John Jerome, Wyatt Knutson, Dan Sattler, and Matt Michel.

Staff present, Ed Cannon, Kelly Houghteling, Pete Brandjord, Cody Bird, Bob Gowing, Cynthia Sullivan, Dave Meyer, Brad March and Anita Hardy.

Items were taken out of order from the agenda.

2. Buxton Contract

Mr. Cannon reviewed the term, fees and delivery of the contract. There was discussion about the 3-year term and the breakdown of the first year's fees. Dennis Maher, representing Buxton, reviewed the project timeline and what services would be available. They will work with the town to develop a marketing packet to give out at retail conferences and to potential businesses. They would work with the Chamber for contact with prospective and existing businesses. Mr. Cannon had questions about the license of their subsidiary company LSMx and would meet with Buxton on the wording.

1. Bee Lake Fireworks Contract

Ms. Houghteling explained that in the past the contract was with J&M for the fire works and with Bee Lake for the presentation. Bee Lake provided an estimate for both. The main issue is the ability for Bee Lake to provide enough insurance. There was further discussion on how much insurance is needed and how it was provided in the past. Mr. March had concern about the content of the video and that someone should review before approval. Staff was asked to check with other communities about their required insurance amounts and to check with our insurance broker about coverage.

6. Harassment Policy

Mr. Cannon explained that updates have been made to the policy. There is a procedure for employees to go through when issues arise. All employees have gone through training. Since this makes changes to the personnel policy which the Board approves. There was discussion about the what the steps are and what the employee needs to do. Mr. Cannon mentioned the addition of the HR Manager and how that gives an outlet for an employee to have a confidential discussion.

7. Regional Transportation Funding Strategies

Mr. Bird said with the failure of Ballot initiatives 109-110 the county is looking at an option for the November Election to increase sales tax for roads. He gave an history of the Regional Task Force and the propriety list of road projects. He pointed out maps that show all the projects submitted and a map showing Tier 1 projects, projects if a .15% sales tax is approve and projects if a .25% sales tax is approve. He explained that they are looking at projects that should have CDOT involvement and what amount of funds the local municipality need to contribute. There was discussion about the best way to use the money and if priority could be shuffled.

8. Water Treatment Plant Guaranteed Maximum Price

Mr. Gowing and Jim Eurich, from Hydro, reviewed the CMAR Process regarding what is working and what is not. Their main focus is on economizing the material costs. The application for the revolving loan from the state has been submitted. It will take at least 2 months before the State Board decides. The main discussion was regarding issues with Stantec and how to proceed. It was suggested that a letter be sent to Stantec to hold off on any additional work on the plans until they can be reviewed, and value engineering is complete. The Steering Committee meets on Friday and will set up further meetings to analyze the plans.

It was decided to review the other agenda items at the work session on February 19th.