



TOWN OF WELLINGTON

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BOARD OF TRUSTEES

January 13, 2009

LEEPER CENTER – 3800 WILSON AVE.

WORK SESSION – Dedication of Centennial Quilt and proclaiming Centennial Quilt Week – 6:00PM

REGULAR MEETING – 7:30 PM

AGENDA

CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO OR DELETIONS FROM THE AGENDA

CONFLICTS OF INTEREST

PUBLIC TO BE HEARD ON NON-AGENDA ITEMS

CORRESPONDENCE

- US Cable

PRESENTATIONS

Colorado Spirit – Candy Bruner and Chris Jabs

CONSENT AGENDA

- Board of Trustee Minutes for December 9, 2008
- Planning Commission Minutes for November 3, 2008
- Municipal Court Report for December 3, 2008
- Larimer County Sheriff's Report for November

LIBRARY BOARD

Directors Report

NEW BUSINESS

1. Senior Agreement for use of Leeper Center
2. Resolution 1-2009 – Sundance Metro District IGA
3. Design Proposal – Stantec – Commercial Impervious Surface Analysis
4. Purchase Request – Water Treatment Plant Scada
5. Purchase Request – ATV for Meter Reading and Snow Plow
6. Resolution 2-2009 – Setting locations for postings
7. Resolution 3-2009 – Updating 3 mile plan
8. Bills for Approval
9. Town Attorney Update
10. Town Administrator Update

SCHEDULING OF WORK SESSIONS

OTHER

ADJOURN

BOARD OF TRUSTEES
REGULAR BOARD MEETING
January 13, 2009

Following the dedication of the Centennial Quilt and proclamation for Centennial Quilt week the Regular Board Meeting was called to order at 7:32 p.m. January 13, 2009 at the Leeper Center 3800 Wilson Ave, Wellington CO.

TRUSTEES PRESENT: MIKE STEELY, DAVID NOE, TRAVIS STEVENS, TRAVIS VIEIRA, MISHIE DAKNIS and JACK BRINKHOFF

TRUSTEES ABSENT: None

PRESIDING: LARRY NOEL, MAYOR

ALSO PRESENT: LARRY LORENTZEN, TOWN ADMINISTRATOR
CYNTHIA SULLIVAN, DEPUTY CLERK
BRAD MARCH, TOWN ATTORNEY
GENE ANNE TRANT, LIBRARY DIRECTOR
BILL BODKINS, PUBLIC WORKS DIRECTOR
DON SILAR, TOWN ENGINEER

Additions to or deletions from the agenda

None

Conflicts of Interest

None

Public to be heard on non-agenda items.

Ernest Cienfuegos-Baca, of 8009 Fifth Street, addressed the Board concerning the CAC. He knows that will be a subject discussed at the next meeting. His concern is that the Board of Trustees has not decided how they want the CAC to function or what their expectations are for the committee. He asked the Board to think about what they want to see happen and whether or not that will require dissolving or reorganizing the CAC.

Trustee Brinkhoff asked if Mr. Cienfuegos-Baca had attended a CAC meeting to see what they are working on and how they currently run. Mr. Cienfuegos-Baca said he had not attended a meeting. The information he received came when a group went to the Chamber of Commerce to ask if they wanted to take over the events.

Correspondence

US Cable

Presentations

Colorado Spirit – Candy Bruner and Kris Jabs

Derek Gardner and Kris Jabs address the board about the outreach program that they provide to assistance those who were affected by the tornado last year. He said they are looking at putting together a progressive day. It would start down at Platteville\Gilcrest area with a breakfast and work north along the tract of the tornado. Lunch would be in the Milliken\Johnstown area, dinner would be in Windsor and finishing up with a concert around Severance. The goal is to bring communities together as partnership for the future. The date would be close to the anniversary of the tornado. He said that Horn Printing in Windsor is putting together a remembrance book with pictures, stories and remembrances of the day's events and what people have been doing to rebuild.

Sergeant Gordon introduced Deputy Matt Cherry. He is replacing Deputy Lindner. He is also a resident of Wellington.

Consent Agenda

- Board of Trustee Minutes for December 9, 2008
- Planning Commission Minutes for November 3, 2008
- Municipal Court Report for December 3, 2008
- Larimer County Sheriff's Report for November

TRUSTEE NOE MOVED AND TRUSTEE BRINKHOFF SECONDED to approve the consent agenda. Roll call was taken and the motion passed unanimously.

Mayor Noel closed the Regular Board Meeting at 7:46 pm and opened the Library Board Meeting. Roll call was taken and all members were present.

LIBRARY BOARD

Ms. Trant gave her report on library services and use. She mentioned that the assistant director is leaving. She said they are advertising for the full time and a part time position. She said the Friends of the Library had an author come up in November. They have some signed copies of the book and will have a silent auction. They will be starting an adult winter reading program in February. She also said that their book discussion group is doing well.

Mayor Noel closed the Library Board Meeting at 7:50 pm and reopened the Regular Board Meeting. Roll call was taken and all members were present.

NEW BUSINESS

1. Senior Agreement for use of Leeper Center

Mr. Lorentzen said this is the same agreement with current dates. This is something we do annually.

Trustee Daknis noted in item F it mentioned the emptying of ashtrays. Mr. Lorentzen said that could be changed.

TRUSTEE BRINKHOFF MOVED AND TRUSTEE VIEIRA SECONDED to approve the agreement with the Seniors for the use of the Leeper Center. Roll call was taken and the motion passed unanimously.

2. Resolution 1-2009 – Sundance Metro District IGA

Mark Goldstein, representing Sundance Subdivision, addressed the Board relating to the approval of the IGA for the creation of a metro district for Sundance Subdivision. Mr. March said a lot of work was done on the sections pertaining to the ability to maintain the non-potable water.

TRUSTEE VIEIRA MOVED AND TRUSTEE STEVENS SECONDED to approve Resolution 1-2009 approving intergovernmental agreement with the Sundance at Daubert Farm Metropolitan District. Roll call was taken and the motion passed unanimously.

3. Design Proposal – Stantec- Commercial Impervious Surface Analysis

Mr. Silar said we need to do a study of impervious surfaces on commercial lots so we can set storm water fees. We propose to do this by looking at the aerial photographs of the town and the county records. He said there are approximately 90 to 120 commercial lots. A spreadsheet will be created with lot sizes and amount of impervious surface. This will allow an accurate count for the fees to be assessed.

Trustee Brinkhoff asked what we are currently doing for fees. Mr. Lorentzen said we are using an average based off the county records. The Storm Water Authority will set their charges based on roof, asphalt, concrete and gravel. The fees will be charged on the water bills then paid to the authority.

Trustee Brinkhoff asked if the businesses were notified. Mr. Lorentzen said that when we sent out the original notice we stated that there would be a change at the beginning of 2009 to cover the charges the town will be charged by the authority. We should have an ordinance at the next meeting stating how the town will charge the commercial lots.

TRUSTEE BRINKHOFF MOVED AND TRUSTEE DAKNIS SECONDED to approve the proposal from Stantec in the amount not to exceed \$10,462 for design services for commercial impervious surface analysis. Roll call was taken and the motion passed unanimously.

4. Purchase Request – Water Treatment Plant Scada

Mr. Bodkins explained that this system is used to collect the data from all the systems so that it is viewable from one location. The system will save time and reduce the amount of paper work. He said we have been buying the parts for a couple of years. Now we are ready to connect them. We use the same system at the new sewer treatment plant and it has worked well. Currently we do everything by logging in on paper and then the operator has to analyze how the plant is working. With this system the data is collected through the computer and the operator can pull up all the information from one computer. This will help the operators dial in the process better.

Trustee Brinkhoff asked if we needed more than one quote. Mr. Bodkins said he had asked for a second quote, but did not receive an answer. He feels comfortable with CDM, because we have worked with them on other projects. Trustee Noe noted that it is a specialized system that CDM is set up to do.

TRUSTEE NOE MOVED AND TRUSTEE VIEIRA SECONDED to approve the purchase of SCADA system from CDM Electric in the amount of \$123,950. Roll call was taken and the motion passed unanimously.

5. Purchase Request – ATV for Meter Reading and Snow Plow

Mr. Bodkins said this would replace the 6x gator. The one we are looking at has a cab so the operators don't get as cold in the winter while it is used with the snow plow. It will also be use for meter reading. He said the John Deere would be better because it can run at a lower speed. We have had problems with the Polaris throwing belts when it is run at a low speed.

Trustee Brinkhoff asked if the doors come off. Mr. Bodkins said the doors are removable.

TRUSTEE VIEIRA MOVED AND TRUSTEE STEVENS SECONDED to approve purchase request for a John Deere Gator ATV with plow in the amount of \$14,181.29. Roll call was taken and the motion passed unanimously.

6. Resolution 2-2009 – Setting Locations for Postings

Mr. Lorentzen said this is our annual setting of the locations were we post public notices. Mayor Noel asked if we needed additional locations. Mr. March said the state only requires 3 locations. Mr. Lorentzen said we designate 6 locations and we also have it on the website, which is where most people access it.

Mayor Noel asked if Main Street Market should be added. Mr. March said they could direct staff to post it, but it would not be necessary to have it on this list. That also keeps you from being required to post it at that location.

TRUSTEE BRINKHOFF MOVED AND TRUSTEE DAKNIS SECONDED to approve Resolution 2-2009 setting forth the times and places for public notice postings. Roll call was taken and the motion passed unanimously.

7. Resolution 3-2009 – Updating 3 Mile Plan

Mr. Lorentzen said this is a yearly requirement. The town has to set the plan to be able to do annexations. This just states that our comprehensive master plan is our three mile plan.

TRUSTEE VIEIRA MOVED AND TRUSTEE BRINKHOFF SECONDED to approve Resolution 3-2009 a resolution adopting current Comprehensive Master Plan as the Three Mile Plan for the Town. Roll call was taken and the motion passed unanimously.

8. Bills for Approval

Bernard Lyons Gaddis & Kahn	\$ 1,170.01
North Front Range Water Quality Planning Association	1,255.00
Nelson Office Supply	1,226.78
Nextel	1,251.79
Sensus	1,320.00
Home Depot	1,160.71
B & G Equipment	2,438.71
NALCO	2,633.88
March, Olive & Pharris	3,814.00
Stantec	7,730.93
Hydro	51,157.70
Pall Advanced Separations Systems	53,550.00
Boxelder Basin Regional Storm Water	<u>302,244.98</u>
	\$ 430,924.49

TRUSTEE STEELY MOVED AND TRUSTEE DAKNIS SECONDED to approve the bills in the amount of \$430,924.49. Roll call was taken and the motion passed unanimously.

9. Town Attorney Update

Mr. March updated the Board on the following:

- Meeting with Steve Bushong and the State Engineer regarding 3W water.
- Library case pending

10. Town Administrator Update

Larry updated the Board on the following:

- Working on IGA with the county on the growth plan, infrastructure standards for the regulations for the IGA and legal description for the GMA
- Working on the resolution for Business Incentives
- Storm Water fee Resolution
- Semi-Truck Parking Request
- Site Plan – Request for relief from draft agreement for new business
- Quarterly reports from Finance and Recreation

Scheduling of Work Session

Work session was scheduled for 6:30pm for CAC

Other

Trustee Steely said that GSI was running with their axels' up.

Travis Vieira asked that the net at the batting cage be raised so it is not sitting on the concrete in the snow.

Travis Vieira suggested having Michelle Schmidt run the batting cage program.

Regular Board Meeting

January 13, 2009

Page 7

Trustee Brinkhoff mentioned setting a work session with the chamber. After further discussion it was decided to have a work session on February 10th at 6:30pm.

Mayor Noel asked if we could recognize Main Street Market for their work with community groups. Mr. March said he is working on that.

Mayor Noel asked if we could do something about the delinquent water bills. Mr. Lorentzen said that at this time of year they do get behind. He said it is about the same this year as it was last year. There was discussion about late fees. Mr. Lorentzen mentioned that we need to look at water rates.

TRUSTEE STEELY MOVED AND TRUSTEE VIEIRA SECONDED to adjourn the meeting. Roll call was taken and the motion passed unanimously. Meeting adjourned at 8:35pm.

ATTEST:

Cynthia Sullivan, CMC
Deputy Town Clerk