



TOWN OF WIGGINS
MINUTES
REGULAR BOARD MEETING
MARCH 14, 2018 AT 7:00 P.M.

304 CENTRAL AVENUE
WIGGINS, CO 80654

MINUTES FROM THE MEETING HELD ON MARCH 14, 2018

I. INTRODUCTIONS

1. Call the Meeting to Order by Mayor Leon at 7:01pm
2. Pledge of Allegiance
3. Roll Call
 - Mayor Mac Leon ✓
 - Mary Ellen Mercer ✓
 - Chris Sandoval ✓
 - Jo-Anne Rohn-Cook ✓
 - Charles Ruyle ✓
 - Anna Brooks - Absent
 - Jeff Palmer ✓

Staff Present:

Paul Larino, Town Manager
Pat Lentell, Town Clerk
Jennifer Ferguson, Sergeant

II. STAFF REPORTS

1. Introduction of New Police Officer and Administering of the Oath of Office.

Jennifer introduced Court Bannock, he came to us from Log Lane. Court came forward, he went over his background in law enforcement. The town clerk administered the oath.

2. Town Manager Report

Paul reported staff has been working on the aug ponds and getting them cleaned up. Weldon Valley has not turned on the ditch, it could be a couple more weeks. We have 196 AF carry over. We received another 34AF from Weldon Valley. We don't anticipate any watering issues this year.

Paul reported on SIPA, he read from the report that was sent to us regarding a grant we have been granted. It is an \$1800 grant to electronically scan plats and maps.

We have scheduled the Town clean-up for April 28th for 8am to 1:30pm. The rules are the same as last year. Paul asked that we use Wolf Waste instead of going out for bids this year. The board agreed, Wolf Waste is more affordable and local.

Paul also went over the dates for the CML Conference, this year is it in Vail from June 19-22, 2018. Will need a head count by the last meeting of April of who is interested in going this year.

3. Town Clerk / Treasurer Report

Pat reported on the Elections, we are still in need of a few more judges. Pat also explained to the Trustees that we have completed the yearly average of the Sewer Bills, just in case anyone gets phone calls.

Pat reported on the dates of the annual Vet Clinic, which will be Thursday, March 22nd from 7pm-8pm in the Public Works building.

4. Police Department Report

Jenner reported there was nothing new tonight

5. Public Works Report

Paul informed the board Chrissy has passed her Water Certification, she was the third in her class. She is now studying for Wastewater.

Paul reported we have 82 kids registered for baseball next will be Tball then Soccer. That number us up from last year.

Paul also reported to the board we found a new/used truck for PPW, we stayed under cost that was approved by the board.

Discussion: Jeff-had first practice and asked if there is a way to work on the stickers at the park. Paul explained we will put chemicals down as soon as the ground thaws. Stan met with a spraying professional regarding spraying. Paul will forward the request on to the Public Works Staff.

III. MAYOR, TRUSTEES, AND BOARD REPORTS

1. Trustees Reports

Jo-Anne attended the Morgan County Economic Dev meeting this morning, many people are looking for jobs here but are unable to find affordable housing. Paul reported that the City of Aurora is planning a huge development by the airport. The area is twice the size of the Downtown Development area.

2. Mayors Reports

Mayor Leon reported Anna is watching on-line this evening. He also reported they had a P&Z meeting tonight.

3. Committee Reports

Paul reported we will be having our first 4th of July meeting on March 29th here at Town Hall at 6pm. If anyone would like to come and share ideas, it would be appreciated. We will be working on food vendors and the beer garden. There was a

discussion on moving the date to a weekend but it wouldn't really work this year as the date would be in June.

IV. PUBLIC DISCUSSION

Mayor Leon opened the Public Discussion.

Amy and Darby Davis, 417 High St, came forward to discuss speeding around the park. They do not know if they need speed bumps. Their worry is that if something is not done now, a child might get hit. They have tried getting license plate numbers, but the vehicles move too fast. It's to the point of being dangerous. Trustee Jeff lives right next door and has noticed it is mostly high school kids. Maybe our Police Department can go and talk to the school. Paul will have one of the Police Officers contact them this week and will have Public Works try to get pictures as well. Discussion on speed bumps. Paul will look into which safety measures will work for the area.

The Public Comment portion of the agenda was closed by Mayor Leon.

V. APPROVAL OF CONSENT AGENDA

1. Approval of Minutes from the board meeting held on **February 14, 2018**
2. Approval of 2017 bills in the amount of **\$56,528.02**

Motion to approve the Consent Agenda by Mary Ellen Mercer, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

VI. PUBLIC HEARINGS (Public Comment will be taken during the hearing)

Mayor Leon opened the Public Hearing portion of the agenda. Town Clerk affirmed the hearing was properly notified, and the Town Manager verified.

Paul introduced the applicant for the Park View Condominiums, Mark Foster with Genesis Development Management. This area was brought to the board at an earlier meeting with a similar site plan. The applicant did reduce the amount of units from 64 to 48 units. They want to bring forward a building that fits better within the community. The applicant will be providing more parking in this plat and making improvements to the street that comes into the development. There are several variances; they are asking for a zero setback, there is a reduction in the lot size and the porches will exceed the setbacks. Discussion on lighting in the parking lots. Paul explained there will be an additional 48 taps, one for each unit.

Mark Foster came forward to present the project. The idea is to present a quality product yet affordable. All four units are exactly the same, two bedrooms and two baths. This is not a real low end affordable housing, the units will have more parking spaces and larger bedrooms. It will look more like a subdivision verses apartments. Discussion on the number of bedrooms. Discussion on affordable, they are hoping rent will be around \$1000. The units are just under 900 square feet per unit. All have their own entrances with patios. Discussion on yard maintenance and sidewalk maintenance

will be taken care of by an HOA. Town Staff will plow the through street, the HOA will take care of the rest of the project. The developers will be responsible for installing the infrastructure. Discussion on when construction would begin, they would like to start moving dirt in June or July. They are working on trying to plan the third phase of Kiowa Park and the apartments at the same time

Mayor Leon closed the public hearing as there was not anyone in attendance. Mayor Leon called for the board discussion.

1. Parkview condominiums site plan and Plat

Paul reported this is our standard subdivision agreement. The only thing that will be different are they will be reducing the total water usage. They are asking for the water tap being reduced but they will pay all sewer taps. Each unit will be individually metered.

a. RESOLUTION NO. 04-2018-A RESOLUTION APPROVING A FINAL PLAT AND SITE PLAN, INCLUDING VARIANCES TO MINIMUM LOT SIZES AND SETBACKS, FOR THE PARK VIEW CONDOMINIUMS SUBDIVISION

Motion to approve Resolution No. 04-2018- a resolution approving a final plat and site plan, including variances to minimum lot sizes and setbacks, for the Park View Condominiums Subdivision by Charles Ruyle, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

b. RESOLUTION NO. 05-2018-A RESOLUTION APPROVING A SUBDIVISION AGREEMENT FOR PARK VIEW CONDOMINIUMS SUBDIVISION

Motion to approve Resolution No. 05-2018, a resolution approving a subdivision agreement for Park View Condominiums Subdivision by Chris Sandoval, seconded by Jo-Anne Rohn-Cook.

VII. DISCUSSION AND ACTION ITEMS (ITEMS MAY OR MAY NOT BE VOTED ON)

1. Discussion on Equipment for Water and Sewer Enterprise.

Paul report to the board, this was brought up at our workshop. Discussion on taking these two items to another workshop

2. Discussion on Economic Development Guidelines.

3. Repairs to old well water lines and use for the park.

Paul reported to the board, we do not have our old wells hooked into our system. We have reached the point that we have enough water through other avenues. We would like to utilize the old wells to water the park at CR P and Main Street. We would like to put the line underneath the road to utilize it for irrigation water. We would also like to update the meters as well. Discussion on the maintenance of the wells and how long it has been since we used it. Discussion on if a motion is needed or just direction. Paul will keep the board in formed of costs, this will be a water line maintenance.

VIII. RESOLUTION AND ORDINANCES

1. **ORDINANCE NO. 02-2018-AN ORDINANCE APPROVING A DRYLAND FARM LEASE AGREEMENT WITH HUNTING PRIVILEGES FOR THE KAMMERER FARM PROPERTY.**

Paul informed the board that Mr. Kopetzky has been helping with maintenance of the property. This is the same lease we approved before, this extends it to a three year lease.

Motion to approve Ordinance No. 02-2018, an ordinance approving a Dryland Farm Lease Agreement with hunting privileges for the Kammerer Farm Property by Jo-Anne Rohn-Cook, seconded by Mary Ellen Mercer. Roll Call; unanimously approved, motion carried.

2. **RESOLUTION NO. 07-2018-A RESOLUTION APPROVING A DRYLAND FARM LEASE AGREEMENT WITH DAVID A. KNIEVEL.**

Paul, this is an extension of an agreement we did with them last year for this season only.

Motion approve Resolution No. 07-2018, a resolution approving a Dryland Farm Lease Agreement with David A. Knievel by Mary Ellen Mercer, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

3. **RESOLUTION NO. 08-2018-A RESOLUTION AMENDING A HOUSING LEASE WITH DAVID A. KNIEVEL.**

Paul reported Mr. Knievel is still needing the farm house for one of his employees. He will pay an additional \$500/month for that house.

Motion to approve Resolution No. 08-2018, a resolution amending a housing lease with David A. Knievel. Roll Call; unanimously approved, motion carried.

4. **RESOLUTION NO. 09-2018-A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO AUTHORIZING THE TOWN CLERK TO APPOINT JUDGES OF ELECTION FOR THE REGULAR MUNICIPAL ELECTION TO BE HELD ON TUESDAY APRIL 3, 2018 AND PAY A STIPEND TO APPOINTED ELECTION JUDGES.**

Paul reported to the board the co state statute requires the town to pay a stipend of at least \$5.

Motion to approve Resolution No. 09-2018, a resolution of the Board of Trustees of the Town of Wiggins, Colorado authorizing the Town Clerk to appoint Judges of election for the Regular Municipal Election to be held on Tuesday, April 3, 2018 and pay a stipend to appointed Election Judges by Mary Ellen Mercer, seconded by Jo-Anne Rohn-Cook. Roll Call; unanimously approved, motion carried.

5. RESOLUTION NO. 10-2018-A RESOLUTION AMENDING THE FISCAL YEAR 2018 GENERAL FUND BUDGET TO REFLECT THE APPROVAL OF A SUPPLEMENTAL BUDGET APPROPRIATION IN THE AMOUNT OF \$40,000.00 FROM THE COLORADO PARKS AND WILDLIFE STATE TRAILS PROGRAM.

This item will be tabled until the resolution can be properly publicized. Paul went over the grant, we will have a match of \$9500 and labor. The total cost of the grant project is \$65,000. Discussion on where the trail will be and how long it is.

6. RESOLUTION NO. 11-2018 A RESOLUTION AUTHORIZING THE TOWN MANAGER TO PURCHASE SUPPLIES, ACCESSORIES, AND SERVICES TO FACILITATE AN INTERCONNECT TO THE TOWN'S WATER SYSTEM.

Paul explained to the board last year we were able to sign an interconnect agreement with MC Quality water. With this agreement we will have a valve that we can pull water off of their system to our system in the event of an emergency. Paul presented the cost of the project to the board.

Motion to approve Resolution No. 11-2018, a resolution authorizing the Town Manager to purchase supplies, accessories, and services to facilitate an Interconnect to the Town's Water System by Charles Ruyle, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

7. RESOLUTION NO. 12-2018 A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN AGREEMENT WITH BUTLER SNOW LLP FOR BOND COUNSEL SERVICE FOR THE TOWN OF WIGGINS.

Paul reported the board had previously approved an agreement with Butler Snow but thought it would be best to bring this back to them. They will help us work through the USDA grant. He feels this will be best to bring them on to help with all the documents, it is a flat rate agreement of \$15,000 due and payable after the work is completed.

Motion to approve Resolution No. 12-2018, a resolution authorizing the Town Manager to enter into an agreement with Butler Snow LLP for Bond Counsel Services for the Town of Wiggins by Mary Ellen Mercer, seconded by Jo-Anne Rohn-Cook. Roll Call; unanimously approved, motion carried.

Motion to approve the Board of Trustees to enter into an Executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e); – Legal matters, strategic planning, and contract negotiations by Chris Sandoval, seconded by Jo-Anne Rohn-Cook. Unanimously approved, motion carried.

IX. Executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e); – Legal matters, strategic planning, and contract negotiations.

The participants at the Executive Session:

Paul Larino, Town Manager

Anna Brooks, Trustee – joined meeting by phone conference

Chris Sandoval, Trustee

Charles Ruyle, Trustee

Mary Ellen Mercer, Trustee

Jeff Palmer, Trustee

Jo-Anne Rohn-Cook, Trustee

Presiding Officer over the meeting was Mayor Mac Leon.

Motion to authorize the Town Manager to spend up to \$2500 to plat the house at the Glassey Farms by Charles Ruyle, seconded by Chris Sandoval. Unanimously approved, motion carried.

X. ADJOURNMENT:

1. Closing Remarks by Mayor and Adjournment of the Meeting at 10:00pm.

Respectfully submitted by:

Approved by:



Patricia Lentell, Town Clerk



Mayor Margarito Leon, Jr.