



TOWN OF WIGGINS
MINUTES
REGULAR BOARD MEETING
MARCH 28, 2018 AT 7:00 P.M.

304 CENTRAL AVENUE
WIGGINS, CO 80654

MINUTES FROM THE MEETING HELD ON MARCH 28, 2018

I. INTRODUCTIONS

1. Meeting called to order by Mayor Mac Leon at 7:03pm.
2. Pledge of Allegiance
3. Roll Call
 - Mayor Mac Leon ✓
 - Mary Ellen Mercer ✓
 - Chris Sandoval ✓
 - Jo-Anne Rohn-Cook ✓
 - Charles Ruyle ✓
 - Anna Brooks ✓
 - Jeff Palmer ✓

Staff Present:

Paul Larino, Town Manager
Pat Lentell, Town Clerk
Jennifer Ferguson, Sgt Wiggins Police Department

II. STAFF REPORTS

1. Town Manager Report

Paul updated the board on: Our water for 2018, the Town is in a great position for this year and next. We did start augmentation last week. Public Works is spending time doing some maintenance at the aug ponds. Our newsletter went out, we'll put extra copies around town. Update on the building in town, in 2018 we have 8 new homes being built, 3 new homes pending permits, another contractor has 5 move permits. We have a possibility of a commercial permit being pulled. We are still working on the USDA application. Bank of the West does equipment leasing and have approved a \$300,000 line of credit for equipment for the Town. We are also working with them on the USDA grant, Bank of the West would be able to help with the water/sewer lines. Paul also reported, two years ago with the help of the bank and Genesis Development Management for a stage at Teets Fields. We did get a trail grant, he is pleased to announce that Genesis Development Management will be donating \$100k for a play space at the park at Kiowa Park.

2. Town Clerk / Treasurer Report

Pat updated the board on: The elections coming up, please remember to vote.

3. Police Department Report

Sgt Ferguson updated the board on: Our new officer, Court Bannock, has completed his FTO. They will go on days off and then he will take his own shift.

4. Public Works Report

Paul updated the board on: Baseball is underway, Bryan will now be working on Tball and Soccer. Public Works is working on equipment and getting things ready for spring/summer. We'll start interviews for seasonal positions within the next week.

III. MAYOR, TRUSTEES, AND BOARD REPORTS

1. Trustees Reports

Anna reported she attended the Morgan County Eco Dev luncheon, the speaker was great. Our Economic Director, Kari Linker, was presented with a safety award.

2. Mayors Reports

No Report

3. Committee Reports

Paul informed the board: We will be having our first 4th of July Committee meeting, please get the word out and ask the community to attend. We do need more volunteers, we have increased the size of the show. If we cannot get more people, we may have to cut back the size of the event.

IV. PUBLIC DISCUSSION

No one came forward

V. APPROVAL OF CONSENT AGENDA

- 1. Approval of Minutes from the board meeting held on March 14, 2018**
- 2. Approval of 2018 bills in the amount of \$37,229.08**

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 at 7:20pm.

Paul Larino presented the staff report, the applicant is Genesis Development Management LLC (GDM). The applicant has asked for a change in the plan, they are looking at different price points for the development. The first change will be a rezoning from R1 to R2. It will increase the density of the area, there will be changes in legal descriptions. On the north side, they will shrink some of the lot sizes and exchange some of the land on the North side to the West side. There will be a little additional property for the Town of Wiggins. They held a public meeting with the residents of Kiowa Park, they did not receive any negative feedback.

Jay Stoner and Mark Foster came forward from GDM and was sworn in by Pat Lentell, Town Clerk. This has been an exciting adventure, when we first analyzed this area, there has not been a lot of construction. Now we know, we understand the market better. There are quite a few people that would like to live in the area but cannot afford some of the housing. There is an affordability gap, they are trying to offer smaller lots to be able to offer housing to a broader demographic. Mark reported on the diversity and what they are really working for. Discussion on the price point.

Mayor Leon dismissed the public portion of the hearing, no one came forward. Call for questions and discussion from the Board.

1. ORDINANCE NO. 03-2018 AN ORDINANCE APPROVING A FIRST AMENDMENT TO THE FINAL PD PLAN FOR THE KIOWA PARK PLANNED DEVELOPMENT

Motion to approve Ordinance No. 03-2018, an ordinance approving a first amendment to the Final PD Plan for the Kiowa Park Planned Development by Anna Brooks, seconded by Jo-Anne Rohn-Cook. Roll Call; unanimously approved, motion carried.

2. RESOLUTION NO. 13-2018 A RESOLUTION APPROVING A FINAL PLAT FOR KIOWA PARK PLANNED DEVELOPMENT SUBDIVISION, FILING NO. 3

Motion to approve Resolution No. 13-2018, a resolution approving a final plat for Kiowa Park Planned Development Subdivision, filing No. 3 by Mary Ellen Mercer, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

3. RESOLUTION NO. 14-2018 A RESOLUTION APPROVING A SUBDIVISION AGREEMENT FOR KIOWA PARK PLANNED DEVELOPMENT, FILING NO. 3

Paul informed the Board this is our standard agreement, there are a few changes. We changed the number of water/sewer taps. Within this next phase, the developers will finish the trail during this development. The Town pays \$12/month for every street light, they are working with REA on LED lighting for the development. The HOA will pay half the cost of the of the lighting.

Motion to approve Resolution No. 14-2018, a resolution approving a subdivision agreement for Kiowa Park Planned Development, filing No. 3 by Anna Brooks, seconded by Mary Ellen Mercer. Roll Call; unanimously approved, motion carried.

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

1. Review of Budget to Actual

Paul reviewed the current Budget to Actual, he likes to bring the financials in front of the board on a quarterly basis. Paul also reported on our cash accounts.

2. Discussion on Electric Line to Sewer Lift Station

Paul reported on the Johnson Street lift station, REA would like to build a new line out to that area of the Farm Development. REA is going to do the rebuild for \$15k which is a \$10k savings.

Motion to approve the Town Manager to enter into a work order for \$15,000 with REA and the Town for the Johnson Lift Station by Anna Brooks, seconded by Jo-Anne Rohn-Cook. Roll Call; unanimously approved, motion carried.

VIII. RESOLUTION AND ORDINANCES

1. RESOLUTION NO. 15-2018 A RESOLUTION APPROVING THE TOWN OF WIGGINS PURCHASING POLICY AND PROCEDURE GUIDELINES

Paul informed the board we had never formally adopted a Purchase Policy. This allows staff and management to understand what they can do and how they need to purchase items for the Town.

Motion to approve Resolution No. 15-2018, a resolution approving the Town of Wiggins Purchasing Policy and Procedure Guidelines by Anna Brooks, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

2. RESOLUTION NO. 16-2018 A RESOLUTION ADOPTING A CONFLICT OF INTEREST POLICY AND CODE OF ETHICS FOR THE BOARD OF TRUSTEES AND EMPLOYEES OF THE TOWN OF WIGGINS

Paul informed the board this is a requirement for the USDA grant.

Motion to approve Resolution No. 16-2018, a resolution adopting a Conflict of Interest Policy and Code of Ethics for the Board of Trustees and Employees of the Town of Wiggins by Chris Sandoval, seconded by Anna Brooks. Roll Call; unanimously approved, motion carried.

3. RESOLUTION NO. 17-2018 A RESOLUTION APPROVING A CONTRACT TO BUY AND SELL REAL ESTATE FOR THE SALE OF A PORTION OF THE EAST FARM OWNED BY THE TOWN OF WIGGINS

Paul informed the Board this is our farm in Fort Morgan, there is a house and some out buildings that are not necessary for our water rights. We do have a contract of \$295,000 for 4.5 acres. The timely part of this is going to be the survey with Morgan County. This will have to come back in front of the board by ordinance.

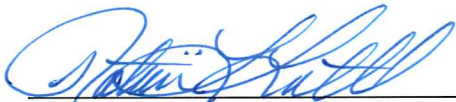
Motion to approve Resolution No. 17-2018, a resolution approving a Contract to Buy and Sell Real Estate for the sale of a portion of the East Farm owned by the Town of Wiggins by Anna Brooks, seconded by Jo-Anne Rohn-Cook. Roll Call; unanimously approved, motion carried.

IX. ADJOURNMENT:

1. Closing Remarks by Mayor and Adjournment of the Meeting by Mayor Leon at 8:24pm.

Respectfully submitted by:

Approved by:



Patricia Lentell, Town Clerk



Margarito "Mac" Leon, Mayor