



TOWN OF WIGGINS  
MINUTES  
REGULAR BOARD MEETING  
07/10/2019 AT 7:00 P.M.  
304 CENTRAL AVENUE  
WIGGINS, CO 80654

## MINUTES FROM THE BOARD MEETING HELD ON JULY 10, 2019

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### I. INTRODUCTIONS

1. Call the Meeting to Order @ 7:03pm.
2. Pledge of Allegiance
3. Roll Call
  - Mayor Mac Leon ✓
  - Chris Sandoval – Absent
  - Charles Ruyle ✓
  - Jeff Palmer ✓
  - Bruce Miller ✓
  - Pat Musgrave ✓

#### **Staff Present:**

Paul Larino, Town Manager  
Jennifer Ferguson, Sergeant Wiggins Police  
Stan Dooley, Public Works Supervisor  
Hope Becker, Planning & Zoning Administrator

### 4. Town Staff Reports

Town Clerk Report: Paul informed the board Pat Lentell was attending a CML conference this week.

Jennifer Ferguson Sergeant Wiggins Police: Reported on the number of service calls received this year and shared chart numbers comparing service calls from the last 3 years (see handout).

Stan Dooley, Public Works Supervisor: Thanked all volunteers that came out to help with the 4<sup>th</sup> of July celebration.

Paul, Town Manager: Thanks to all volunteers for the 4<sup>th</sup> of July celebration including those who were able to help with the parade, fireworks, and park festivities.

Paul gave an update regarding the audit report. The auditors project a rough draft to be completed by next week.

Paul gave an update on the 3<sup>rd</sup> Street storm water project. Contractors may start the project as early as this week or next week.

Paul gave an update on the impact fee agreement with the school. The draft should be ready in 1-2 weeks. It will need to be advertised for at least 30 days prior to a board meeting. The September meeting is probably when it will come up on the agenda for board approval.

Paul gave an update on the work and costs of the sewer line repairs that run under the Burlington Northern Railroad.

Paul stated that the booster station roof project would be getting underway starting next week.

Paul projected that the draft of the town budget would be due in October. He proposed that the board agree to meet in an extra meeting in August to specifically go over the details of the budget. Members of the board agreed to meet on August 7<sup>th</sup> at 6 pm. The town would still have the regular Board of Trustee meeting scheduled on the 14<sup>th</sup> of August at 7 pm.

#### **5. Mayor, Trustees, Committee Reports**

Paul - The 4<sup>th</sup> of July Committee members will be meeting in about a month to do a follow-up.

Paul announced to the trustees there were many committee options available for them to serve - encouraging the trustees to become more involved in other areas of the town and provided a list of committee options. Jeff Palmer volunteered to commit to the Morgan Strong meetings.

Charles Ruyle, Trustee – Thanked the Town Staff for all their hard work on the 4<sup>th</sup>. Felt that it was a good celebration.

## **II. PUBLIC DISCUSSION**

Chris & Lavonne Metherd 602 W Central Avenue: Passed out a letter to the trustees requesting the board to consider an exemption from Ordinance 10-2015 (see handout). Discussion: Paul stated that the Metherds' would need to be placed on the Planning & Zoning. Paul also advised the trustees Melinda, Town Attorney, may need to be contacted regarding the due process of the Ordinance in question. Trustee Palmer: Stated USDA requires all lots to have water taps, Wiggins is no exception. He did not feel that the trustees could go against federal law. Paul explained we could look at other possibilities if the Metherds' would like to come back into Town Hall and talk with Paul.

Anna Brooks 407 High Street: Is part of the 4<sup>th</sup> of July Committee. Reported that they had 32 volunteers outside of Town Staff for the 4<sup>th</sup> of July celebration. She also gave Jeff Palmer words of advice regarding Morgan Strong's written guidelines.

### III. PUBLIC HEARINGS

#### 1. Special Review – Wiggins Community Church request for Day Camp Use.

Presentation by Town Staff: Hope Becker provided a staff report regarding the application from Wiggins Community Church. The church is requesting approval to use the church facilities as a day camp due to Wiggins Schools going to a 4-day school week. The day camp would be open on days school was not in session.

Applicant Presentation: Sharon Ruyle 409 E 3<sup>rd</sup> Avenue represented Wiggins Community Church. Shared with the trustees that the church was still going through the licensing process with the health department and fire inspections. Staff would do background checks and trainings. Expecting 15-40 kids. Would not be adding on to the church, or adding a playground at this time. Trying to provide a non-profit community service to help the community.

Discussion: Jeff Palmer asked if there was a good feedback yet. Sharon replied that they had 6 responses.

Public Comments: No response, Mayor Leon closed the public response.  
All documents and application included into the records – No objections.

Trustee Discussion: Bruce Miller and Jeff Palmer responded with positive comments.

a. **RESOLUTION 09-2019: A RESOLUTION RECOMMENDING APPROVAL OF A SPECIAL REVIEW USE APPLICATION OF A NON-PROFIT DAYCAMP AT 423 DICKSON STREET (ALSO LEGALLY KNOWN AS 417 DICKSON STREET, WIGGINS COMMUNITY CHURCH)**

Motion to approve Resolution 09-2019 a resolution recommending approval of a special review use application of a non-profit day-camp at 423 Dickson Street (also legally known as 417 Dickson Street, Wiggins Community Church) by Jeff Palmer, seconded by Bruce Miller. Roll Call: Chris Sandoval-absent, Charles Ruyle-Y, Jeff Palmer-Y, Bruce Miller -Y, Pat Musgrave-Y, Mayor Mac Leon-Y. Motion approved.

#### 2. Variance – Setback and Parking request from High Plains Bank.

Presentation by Town Staff: Hope Becker provided a staff report regarding the application from High Plains Bank. The bank is requesting variances on setback and parking requirements. Would like to change parking requirements to 1 space per 350 square feet of building space. Change setback requirements to: Corner setback (Central Avenue & Pearl Street) at 15 feet and Rear setback set at 10 feet.

Applicant Presentation: Gail Stencil 502 Central Avenue presented for High Plains Bank. They are devoted to being a community bank and would like to build a bigger building to better service the community. Would like to stay in heart of town.

Public Comments: No response and Mayor Leon closed the public response. All documents and application included into the records – No objections.

Discussion: Jeff Palmer asked for clarification of property location and property access points. Response: Paul stated property was across the street from Town Hall and Prairie Ranch House. Access points would be from Pearl Street and the alley way to the south of the property.

- a. **RESOLUTION 10-2019:** A RESOLUTION APPROVING A VARIANCE FOR THE PROPERTY LOCATED AT LOTS 32,33,34,35,36,37,38,39,40,AND 41, BLOCK 24, ORIGINAL TOWN OF CORONA (NOW WIGGINS), COLORADO, ACCORDING THE RECORDED PLAT THEREOF, COUNTY OF MORGAN, STATE OF COLORADO, AND THE APPROXIMATE LOCATION OF THE PROPERTY IS THE CROSS-SECTION OF PEARL STREET AND CENTRAL AVENUE ON 101 PEARL STREET.

Motion to approve Resolution 10-2019 A resolution approving a variance for the property located at lots 32,33,34,35,36,37,38,39,40,and 41, block 24, original town of corona (now Wiggins), Colorado, according the recorded plat thereof, County of Morgan, State of Colorado, and the approximate location of the property is the cross-section of pearl street and central avenue on 101 pearl street was made by Jeff Palmer seconded by Charles Ruyle. Roll Call: Chris Sandoval-absent, Charles Ruyle-Y, Jeff Palmer-Y, Bruce Miller -Y, Pat Musgrave-Y, Mayor Mac Leon-Y. Motion approved.

#### **IV. APPROVAL OF CONSENT AGENDA**

Discussion: Pat Musgrave and Bruce Miller asked questions regarding accounts payable items. Paul answered their questions.

1. **Approval of the Minutes from the June 12, 2019 Meeting.**
2. **Approval of the accounts payable in the amount of \$ 194,969.27**

Motion to approve the Consent Agenda was made by Jeff Palmer, seconded by Pat Musgrave. Roll Call: Chris Sandoval-absent, Charles Ruyle-Y, Jeff Palmer-Y, Bruce Miller -Y, Pat Musgrave-Y, Mayor Mac Leon-Y. Motion approved.

#### **V. DISCUSSION ITEMS**

1. **Review of 2019 Budget to Actual.**

Paul Larino went over the handout in the packet on budget items and adjustments.

**2. Review of Wiggins Quality Water Report.**

Paul Larino went over the handout in the packet regarding the town's water report. Also compared report to previous reports in last 4-5 years.

**3. Discussion of CDPHE Compliance Issues for the Water Treatment Plant-RO.**

Paul reported that the town is still working with CDPHE in regards to compliance and violation issues. He discussed with the board plans for further testing using the flea test. Discussed with the board about writing a change in permit to use the magna flee. Board approved to proceed with the magna flee.

**4. Review of Wiggins Water Project, Phase I.**

Paul discussed projects that would be completed under "Phase I" of the Wiggins Water projects: dirt work for the water storage tank, pipe distribution replacement, replacing old water meters throughout town with new radio meters, 500,000-gallon elevated water storage tank, and adding additional sewer lines on 4<sup>th</sup> and 5<sup>th</sup> avenue, etc. Phase I would be about a 3-year process. Concerns were brought up by Paul, Stan Dooley, and Glen Neal regarding the safety of the Town in event of a fire and no water pressure. Concerns from the Trustees Jeff Palmer and Bruce Miller were brought up about the cost of the project and the lack of impact fees in place. Pat Musgrave and Jeff Palmer stated the discussion should be placed on next month's agenda again. Mayor Mac Leon moved the discussion to the August agenda.

**5. Discussion of Town's Tornado Sirens.**

Paul Larino let the trustees know that Morgan County will be discontinuing the testing of the tornado siren due to systems becoming obsolete. The county will be establishing a reverse call to all land lines and any cell numbers who choose to register on the county website. The town can choose to update the siren however it could be costly. Board decided to send information out in next newsletter.

**6. Staffing Discussion.**

A new public works employee was recently hired, Tevin Gilbert will start on July 22<sup>nd</sup>. Two applications were submitted for the police department. One interview was today. Continuing to accept application for public.

**7. Road and Infrastructure Projects.**

The 3<sup>rd</sup> Street project will be taking off soon with DOLA funds. Paul asked the Trustees for direction on where they would like funds from the Use Tax to be implemented. Roads in town need to be addressed, Kammerer ponds need to be ripped. Discussion about the process needed at Kammerer was done. Trustees Palmer and Miller asked that we seek advices from other sources and table the decision for the next meeting.

A motion to move to executive session for (1) 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); and (2) a conference with the town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) – strategic planning, contract negotiations for water court cases, water rights, land acquisitions and sales, and Knievel Farms was made by Jeff Palmer; seconded by Charles Ruyle. Roll Call: Chris Sandoval-absent, Charles Ruyle-Y, Jeff Palmer-Y, Bruce Miller -Y, Pat Musgrave-Y, Mayor Mac Leon-Y. Motion approved.

Regular meeting adjourned at 9:34 pm.

**VI. EXECUTIVE SESSION**

**Executive session for (1)** 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); and

(2) a conference with the town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) – strategic planning, contract negotiations for water court cases, water rights, land acquisitions and sales, and Knievel Farms.

**VII. REPORTS FROM EXECUTIVE SESSION**

Those in attendance at the Executive Session:

Paul Larino, Town Manager  
Bruce Miller, Trustee  
Charles Ruyle, Trustee  
Jeff Palmer, Trustee  
Pat Musgrave, Trustee  
Mayor Mac Leon, Presiding Officer


**VIII. ADJOURNMENT**

Closing Remarks by Mayor and Adjournment of the meeting at 10:45PM.

**Minutes taken by: Hope Becker, P&Z Administrator**

**Reviewed and Respectfully Submitted by:**

**Approved by:**

  
Patricia Lentell, Town Clerk

  
Mayor Margarito "Mac" Leon Jr.

  
Mayor Pro Tem