



MEETING MINUTES OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, February 10, 2026, 6:30 p.m.

2/10/2026 - Minutes

1. CALL TO ORDER

Mayor Karspeck called the meeting to order at 6:30 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Karspeck led the Pledge of Allegiance.

3. ROLL CALL

The following Board members were present:

May Albrecht, Trustee
Karl Ayers, Trustee
Mark Brodie, Trustee
Tim Hardy, Trustee
Brett Wing, Trustee
Sean Murphy, Mayor Pro-Tem
Will Karspeck, Mayor

The following staff members were present:

Kathryn Sellars, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Ken Matthews, Director of Water Utilities
Alex Tennant, Water Resources Administrator
Luke Seeber, Engineering Supervisor
Bella Manzo, Town Planner
Audry Bothun, Building Permit Technician
Tawn Hillenbrand, Planning Manager

4. CITIZEN PARTICIPATION

Dave Melanson spoke regarding development and viewshed along the Mountain Ave corridor.

5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.I. Consent Agenda

Items:

- a) February 10, 2026, Meeting Agenda
- b) January 27, 2026, Meeting Minutes
- c) Waste Water Lift Station Professional Services Agreement
- d) Fireworks Contract

Trustee Wing requested item c be removed from the Consent Agenda for individual consideration.

Administrator Kirk requested item d be removed from the Consent Agenda for individual consideration.

Trustee Wing moved to combine and approve items a and b on the Consent Agenda. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED, with Mayor Pro-Tem Murphy abstaining.

There was further discussion on item c) Waste Water Lift Station Professional Services Agreement. Director of Water Utilities, Ken Matthews, provided additional information.

There was further discussion on item d) Fireworks Contract.

Trustee Wing moved to approve item c) Waste Water Lift Station Professional Services Agreement. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Ayers moved to approve item d) Fireworks Contract subject to the removal of the indemnity clause and with the approval of the Town Attorney. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.II. Water Snapshot Presentation

Director of Water Utilities, Ken Matthews, and Water Resources Administrator, Alex Tennant, gave a presentation on the Town's water supply and demand.

Attorney Bradley Kershaw provided additional information.

5.III. Master Plan For Intersection Management

Engineering Supervisor, Luke Seeber, gave an introduction on the development of a Town-wide Intersection Management Plan.

Nick VanderKwaak with Fehr & Peers gave a presentation.

5.IV. Tree Strips

Town Planner, Bella Manzo, gave a presentation on tree strips and landscape design in rights of way.

5.V. PUBLIC HEARING: Reenactment Of Certain Portions Of Chapter 14 Regarding Licensing

Building Permit Technician, Audry Bothun, gave a presentation on Ordinance 1376.

Mayor Karspeck opened the Public Hearing.
No one spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

Trustee Brodie moved to approve Ordinance 1376, an Ordinance of the Town of Berthoud, Colorado, amending Chapter 14 of the Berthoud Municipal Code with respect to contractor's licensing requirements, specifically Sections 14.9-9, 14.9-8 & Appendix A. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.VI. PUBLIC HEARING: Fickel Farm 5th Filing Preliminary Plat

Trustee Ayers indicated that he resides immediately adjacent to the proposed development and recused himself from the discussion and for the remainder of the meeting.

Planning Manager, Tawn Hillenbrand, provided an introduction on the Fickel Farm 5th Filing Preliminary Plat.

Additional public comments that were provided to staff after the posting of the Meeting Agenda were distributed to Board members.

The applicant, Kristin Turner with TB Group gave a presentation.

Mayor Karspeck opened the Public Hearing.
John VanderZee, Jennifer VanderZee, Wade Cooper and Pam Worster spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

The applicant addressed some of the citizen concerns.

Trustee Wing moved to approve Resolution 2026-05, a Resolution of the Town of Berthoud, Colorado, approving a preliminary plat for a development known as the "Fickel Farm 5th Filing Development" in the Town of Berthoud. Trustee Brodie seconded the motion. In a 5-1 roll call vote, THE MOTION CARRIED, with Trustee Albrecht having the dissenting vote.

5.VII. Board Member Compensation

Administrator Kirk provided information on Town Board Member compensation along the front range.

The Board directed staff to prepare an ordinance, modifying pay for officials elected to office in the future, to be considered at the February 24, 2026, Regular Town Board meeting.

6. ELECTED OFFICIAL REPORTS

Trustee Hardy:

Hardy reported on recent meetings of Berthoud Main Street.

Trustee Wing:

Wing reported on a recent Berthoud Main Street meeting and on the Chocolate Walk event in downtown this past weekend. Wing thanked staff for adding presentations to the meeting packets and requested to hear an update on the Sonoco building at a future meeting.

Mayor Pro-Tem Murphy:

Mayor Pro-Tem Murphy reported on the Chocolate Walk event and a Thompson School District Bond meeting.

Mayor Karspeck:

Karspeck reported on a meeting with a Boulder County Commissioner regarding CDOT plans for Highway 287, an upcoming meeting with a representative from Xcel, the upcoming CML Legislative Workshop, and a recent MPO meeting. Karspeck complimented the Vantage community on their pet waste receptacles and requested an update on the trees in the Hammond community. Karspeck introduced the new Town Attorney, Kathryn Sellars.

Administrator Kirk:

Kirk reported on the upcoming Berthoud Area Chamber of Commerce Annual Gala on Friday, February 20th.

Sergeant Williamson:

Williamson introduced Lieutenant Vanhook who manages the Berthoud deputies.

7. ADJOURN

The meeting was adjourned at 9:26 pm.

[Handwritten Signature]

Town Clerk or Deputy Town Clerk

[Handwritten Signature]

William Karspeck, Mayor

