

1. Agenda

Documents:

[2022.07.19 APPROVED SPECIAL TOWN BOARD MEETING MINUTES.PDF](#)

2. Meeting Materials

Documents:

[2022.07.19 SPECIAL MEETING PACKET.PDF](#)



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MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, July 19, 2022, 6:30 p.m.**

I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck

Mayor Karspeck called the meeting to order.

II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

III. ROLL CALL – Mayor William Karspeck The following Board Members were present:

William Karspeck, Mayor
Karl Ayers, Trustee
Mike Grace, Mayor Pro-Tem
Tim Hardy, Trustee
May Soricelli, Trustee
Sean Murphy, Trustee

The following were also present:

Chris Kirk, Town Administrator
Christian Samora, Town Clerk

IV. TRUSTEE APPOINTMENT TO FILL VACANCY ON TOWN BOARD

Clerk Samora provided background information with regard to the vacancy and process to fill the vacancy. The process to fill the vacancy was by an application process as prescribed by the Town Board.

The Town Board interviewed each of the candidates:

- Jeff Butler
- Carolyn Hobson
- Alexander Johnson
- Ellyn B Rush

The Board Members and Mayor each voted for two candidates by way of a written poll. The Board members indicated preference for the candidates as follows:

Mayor Karspeck – Jeff Butler, Carolyn Hobson
Mayor Pro-Tem Grace – Jeff Butler, Carolyn Hobson
Trustee Soricelli – Jeff Butler, Alexander Johnson
Trustee Murphy – Jeff Butler, Carolyn Hobson
Trustee Hardy – Jeff Butler, Carolyn Hobson
Trustee Ayers – Jeff Butler, Carolyn Hobson

Trustee Hardy moved to appoint Jeff Butler to the Town Board to serve the remainder of the vacated term of Trustee, which will expire in April of 2024. Trustee Murphy seconded the motion.

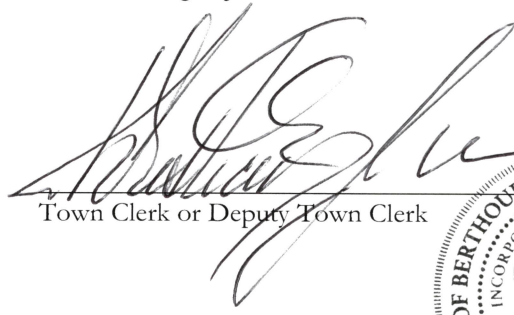
In a 6-0 roll call vote, THE MOTION CARRIED.

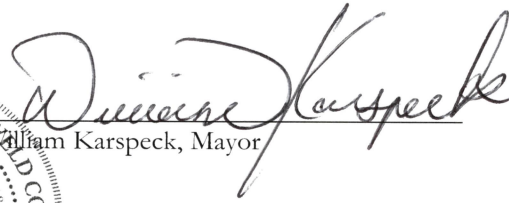
V. SWEARING IN OF NEWLY APPOINTED TRUSTEE

Clerk Samora Administered the Oath of Office for Jeff Butler for the office of Town Trustee.

VI. ADJOURN

The meeting adjourned at 7:19 PM.


Town Clerk or Deputy Town Clerk


William Karspeck, Mayor





SPECIAL MEETING OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, July 19, 2022, 6:30 p.m.**

This is an IN-PERSON meeting at the location and time noted above.

You may also join virtually using Zoom:

Phone: 1-346-248-7799 or 301-715-8592

Web: www.zoom.us/join

Use this Meeting ID: 840 3116 4905

Please note that you will need to call into the meeting if you wish to speak and do not have a microphone on your computer. If you are using a mobile device, it is highly recommended that you download the Zoom app.

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

- I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck**
- II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck**
- III. ROLL CALL – Mayor William Karspeck**
- IV. TRUSTEE APPOINTMENT TO FILL VACANCY ON TOWN BOARD**
- V. SWEARING IN OF NEWLY APPOINTED TRUSTEE**
- VI. ADJOURN**

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

July 19, 2022, Special Meeting Agenda

The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	July 19, 2022
Agenda Title/Subject:	Trustee Appointment to Fill Vacancy on Town Board
Type of Item:	Regular Item
Purpose:	To interview candidates and fill a vacancy by appointment.
Presented by:	Christian Samora

ATTACHMENTS:

- Trustee Vacancy Applications

BACKGROUND:

On May 24, 2022 Trustee Lonnie Stevens resigned from the Town of Berthoud Board of Trustees. In accordance with CRS § 31-4-303, the Town Board must fill a vacancy by appointment or order an election within 60 days of such vacancy occurring.

At the June 14, 2022 Town Board Meeting, the Town Board of Trustees gave direction to solicit applications to fill this vacancy. The application process was open to a closed candidate pool for three weeks as directed by the Town Board. The pool of candidates consisted of individuals currently serving on a volunteer board and the candidates on the April 2022 ballot.

Applications were received from the following individuals:

- Jeff Butler
- Carolyn Hobson
- Alexander Johnson
- Ellyn B Rush

The Board may establish an interview process and select an individual to appoint to the Town Board. Any appointment made shall be for the remainder of the term that was vacated. The vacated term expires in April of 2024. After an appointment has been made to fill the vacancy, the newly appointed official may be sworn into office.

UPDATE/NEXT STEPS:

- No further action is needed after the appointment and swearing in of a new Trustee has occurred.

FISCAL IMPACT AND FUND SOURCE:

There is not a fiscal impact associated with this item.

COMMUNITY TOUCHSTONES:

Filling the vacancy on the Town Board ensures that the governing body can efficiently continue work that supports the Community Touchstones that were established by the Town Board:

Community Identity, Resiliency and Sustainability.

RECOMMENDED ACTION(S):

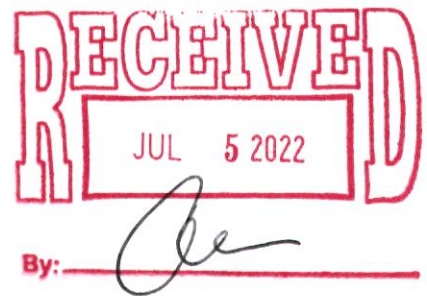
A Board Member may move to appoint _____ to the Town Board to serve the remainder of the vacated term, which will expire in April of 2024.

Followed by a second and a roll call vote.



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Town Board Vacancy Application

To be considered a candidate for a vacancy on the Town Board, please complete this application and return it to the Town Clerk's Office, 807 Mountain Ave, Berthoud, Colorado 80513 or email to csamora@berthoud.org. Applications are due no later than 5:30 P.M. on July 5, 2022. Applicants MUST be present on July 19, 2022 to be considered for the Town Trustee Vacancy.

Name: Jeff Butler
Address: 1608 Chokeberry St. Berthoud, CO 80513
Day Phone: 303-817-6280 Night Phone: _____ E-Mail Address: jeff@teambutlers.com

How long have you been a resident of the Town of Berthoud? 9 years

Do you currently serve, or have you served previously, on a board, committee or commission? If so, please list role(s) and for what organization(s) _____

I currently serve as Co-chair Berthoud Planning Commission since 2018 and HOA board member for Collins Park. I've also served on other HOA boards and various community committee's in past.

Why do you want to become a member of the Town Board? I love Berthoud and believe that that I have value to offer our cherished town by stewarding it in a positive direction.

Briefly explain a few reasons why you believe you would be an ideal candidate to fill a vacancy on the Town Board of Trustees?

1) During my 9 years in Berthoud, I've lived in 3 different communities, family with 2 kids, ambassador for Chamber of commerce, served on commissions & boards & own real estate business. That's offered a wealth of insight to the values, needs & challenges to Berthoud.

2) I have experience and understand the role of servant leadership and the purpose of town board. I understand people and how to relate to their perspectives with good communication. I'm motivated to help Berthoud navigate our future and make it a better place for our children.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which may help you serve in the role of Town Trustee. Real estate broker license. Owned several businesses, experience in residential land developing and home building.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to the Town Board. _____

None that I'm aware of.

Have you attended a meeting of the Town Board of Trustees? ☒ Yes ☐ No

Comments: _____

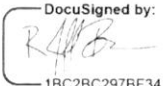
I've attended various board meetings in person & remotely over the years. I'm very familiar with the purpose and process to board oversight and roles.

Pursuant to CRS 31-10-301, persons eligible to hold the office of Trustee must:

- Be a citizen of the United States.
- Be 18 years of age or older.
- Be currently registered to vote.
- Must be a resident of the Town of Berthoud or of a territory annexed to that ward for at least 12 months immediately preceding the date of the election.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

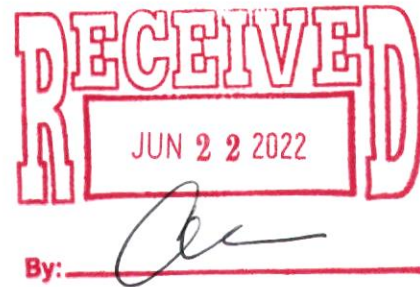
I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  _____ Date: 7/5/2022



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Name: Carolyn Hobson
Address: 817 Greenwood Drive Berthoud, CO 80513
Day Phone: (970) 222-0206 Night Phone: (970) 222-0206 E-Mail Address: hobson.cm@gmail.com

How long have you been a resident of the Town of Berthoud? 11 years

Do you currently serve, or have you served previously, on a board, committee or commission?
If so, please list role(s) and for what organization(s) Yes, I currently serve on the PORT committee.

Why do you want to become a member of the Town Board? I am a firm believer in doing your part and I would love the opportunity to step up and do mine. While I enjoy giving feedback on the PORT, I am ready for the next level. I want to help Berthoud prosper amongst the growth and change in a way that benefits all citizens. I want Berthoud to be a thriving community where my two young boys can grow up to be impactful members of society.

Briefly explain a few reasons why you believe you would be an ideal candidate to fill a vacancy on the Town Board of Trustees?

1) Growing up on Horsetooth Reservoir I have seen the growth of Northern Colorado first hand. I know what it was like in the "good old days."

I am empathetic to those against the growth and change, but I also understand why so many want to move here. I have historical knowledge of the area and it's municipalities and I believe it will be beneficial in helping Berthoud navigate the future.

2) I try to get involved and make an impact in all parts of my life. I have a Bachelors of Social Work and an a Board Certified Lactation Consultant.

This background has given me a working knowledge of policy and advocacy work. Using this background, I have become involved in Berthoud schools and breastfeeding advocacy in the state. Having served on various boards and committees, I will bring a working knowledge of civic engagement to the town board.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which may help you serve in the role of Town Trustee. I am currently the president of the

Berthoud Schools Fund and serve as co-chair on Ivy's School Accountability and Advisory Committee. I am also currently on PORT.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to the Town Board. None

Have you attended a meeting of the Town Board of Trustees? ☒ Yes ☐ No

Comments: I believe in speaking up about issues to make your voice heard.

Pursuant to CRS 31-10-301, persons eligible to hold the office of Trustee must:

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- Be currently registered to vote.
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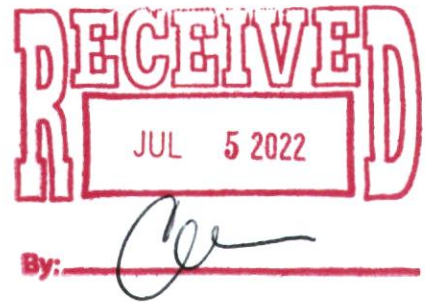
I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: June 22, 2022



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Name: Alexander Johnson
Address: 2351 Nicholson St. Berthoud, CO 80513
Day Phone: (970) 685-0183 Night Phone: same E-Mail Address: alexander.johnsonLV@gmail.com

How long have you been a resident of the Town of Berthoud? 4 years

Do you currently serve, or have you served previously, on a board, committee or commission?
If so, please list role(s) and for what organization(s) -I have not-

Why do you want to become a member of the Town Board? To bring new and fresh ideas for the future of Berthoud, and to be a representative voice for all.

Briefly explain a few reasons why you believe you would be an ideal candidate to fill a vacancy on the Town Board of Trustees?

- 1) I am an active and engaged citizen of Berthoud that has his ear to the ground with the concerns and frustrations of citizens of the community.
- 2) In my career and in life, my focus is addressing obstacles head on with an understanding of perceived communication and how to effectively convey ideas and solutions.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which may help you serve in the role of Town Trustee.

-I am a licensed Mortgage loan officer. I currently serve on the board and am Secretary of the non-profit Stillwater Ranch.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to the Town Board. _____

- At this point in time, I do not believe I have any conflicts of interest -

Have you attended a meeting of the Town Board of Trustees? ☒ Yes ☐ No

Comments: _____

- I regularly attend Trustee meetings -

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Signature: _____

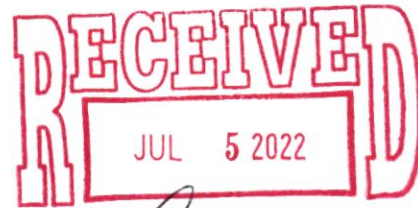
Date: _____

7-5-2022



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By: _____

Town Board Vacancy Application

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Name: Ellyn B Rush

Address: 650 Lake Ave Berthoud CO 80513

Day Phone: 720-220-5348 Night Phone: 720-220-5348 E-Mail Address: llynrush@yahoo.com

How long have you been a resident of the Town of Berthoud? 1971-2000 ,2017-Current

Do you currently serve, or have you served previously, on a board, committee or commission?

If so, please list role(s) and for what organization(s) _____

Many committees and boards through Agriculture associations, Including memberships, Budgets ,Finances, Cattle Associations, 4-H Leadership Committee and forum, Northern International Livestock, NWSS

Currently work with CHSA State and Federal Housing. Previous member Small Business Association Billings MT ,

Why do you want to become a member of the Town Board? First and foremost for my love of the town , community and citizens and the desire to be an active participant of a dedicated team toward whats best for Berthoud

Briefly explain a few reasons why you believe you would be an ideal candidate to fill a vacancy on the Town Board of Trustees?

1) Growing up here I have fantastic memories of the way the town once was, although it will never be that town again,

I have a desire to preserve some of that which attracted us all here in the first place . I believe it is important to

have people in place who recognize the benefits of transparency when possible and the understanding that each citizens has a voice and deserves the chance to be heard and that they matter.

2) I have a diversified background in business, finances, budgets, sales and marketing, landscaping, agriculture and tax

I have an exceptional background in customer service. I am a quick learner and both leader and willing positive team participant

in working toward the future of Berthoud

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which may help you serve in the role of Town Trustee. _____

Exceptional Business Management , Marketing and communication skills.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to the Town Board. _____

N/A

Have you attended a meeting of the Town Board of Trustees? ☒ Yes ☐ No
Comments: I have attended board meeting both in person and via ZOOM

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I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: 6/30/2022