



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, February 22, 2022 6:30 p.m.**

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

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
Maureen Dower, Mayor Pro-Tem
Jeff Hindman, Trustee
Lonnie Stevens, Trustee
Mike Grace, Trustee
Tim Hardy, Trustee

The Following Board Members were not present:

May Soricelli, Trustee

The following were also present:

Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Michelle Adams, Deputy Town Clerk
Erin Smith, Town Attorney

IV. CITIZEN PARTICIPATION

There was not any participation from the public.

V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION

1. Consent Agenda

(Christian Samora) (5 Min)

Consent Agenda items are considered to be routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.

- a)** February 22, 2022 Meeting Agenda
- b)** February 8, 2022 Meeting Minutes
- c)** Larimer County ARPA Funding Grant
- d)** 5-Year Paving Plan
- e)** January 2022 Board Report
- f)** Animal Control Agreement

- 1. Intergovernmental Agreement between the Town of Berthoud and the Town of Timnath
- 2. Joint Agreement for Animal Control Services
- 3. Amendment to Municipal Law Enforcement Services Agreement

Trustee Grace moved to combine and approve the items on the Consent Agenda with exception to items “a” and “d”. Trustee Stevens seconded the motion.

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

The Board was in agreement to amend the Agenda and move the ordinance introductions to immediately follow the Consent Agenda.

The Board had several questions regarding the paving plan that were answered by staff.

Trustee Hindman moved to approve items “a” and “d” on the Consent Agenda, moving items numbered 5 and 6 on the agenda to follow the Consent Agenda. Trustee Grace seconded the motion.

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

1. **Snow Removal Code Update – Introduction** (Christian Samora) (15 Min)
Ordinance 1301 – An ordinance of the Town of Berthoud, Colorado repealing and reenacting Section 15.12 of the Berthoud Municipal Code with respect to snow removal

Samora gave an introduction and provided background information.

The Town Board gave direction to bring the ordinance back for consideration on March 8, 2022. The Board requested a revision to address sidewalks along Spartan Avenue that abut the back of residential lots.

2. **Weed, Brush and Animal Control Code Update – Introduction** (Christian Samora) (15 Min)
Ordinance 1302 – An ordinance of the Town of Berthoud, Colorado amending the Berthoud Municipal Code with respect to weeds, brush and animal control

Samora gave an introduction and provided background information.

The Town Board gave direction to bring the ordinance back for consideration on March 8, 2022.

3. **Vantage Neighborhood Master Plan and Preliminary Plat – Public Hearing** (Adam Olinger) (45 Min)

Olinger provided an introduction and background information.

Mayor Karspeck opened the Public Hearing.

There was not any public comment.

Mayor Karspeck closed the Public Hearing.

Mayor Pro-Tem Dower moved to approve the Vantage R3 & Tract O Neighborhood Master Plan, finding that is satisfies Section 30-6-106 B of the Berthoud Municipal Code with the recommendations to support soft surface trails, create a trail connection at 10E and work with the ditch company to establish a ditch crossing. Trustee Stevens seconded the motion.

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

Mayor Pro-Tem Dower moved to approve the Vantage 5th Filing Preliminary Plat, finding that is satisfies Section 30-6-107 C of the Berthoud Municipal Code. Trustee Stevens seconded the motion.

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

4. Bid Award for 2022 Water Treatment Plant Improvements Project (Ken Matthews) (20 Min)

Matthews gave an introduction and provided background information.

Trustee Grace moved to award the 2022 Water Treatment Improvement Project Contract to Aslan Construction, Inc. Trustee Hardy seconded the motion.

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

5. Trails Master Plan (Keith Knoll) (20 Min)

Keith Knoll and Jeremy Call provided an introduction and provided background information.

Trustee Stevens moved to approve the Trails Master Plan. Trustee Grace seconded the motion.

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

VI. ELECTED OFFICIAL REPORTS (20 Min)

1. Town Administrator- Chris Kirk
Kirk reported that there will be an Entrepreneur Summit on March 25th, which will likely have the governor as a speaker.
Kirk stated that a dinner is being planned prior to the April 26th Town Board Meeting. The dinner would be for the Board, newly elected Board and the staff department heads.

2. Town Board – Tim Hardy, Jeff Hindman, May Soricelli, Lonnie Stevens, Mike Grace
Trustee Hindman inquired as to the drinking water notice that was mailed out to users. Kirk stated that the notice relates to the backflow prevention program. He indicated that the letter was related to a reporting issue, not a quality issue.

Trustee Hardy reported that Berthoud Mainstreet provided a letter of support for downtown upgrades. Kirk stated that the letter was helpful for the grant that was submitted to make improvements to downtown.

Trustee Hardy also reported regarding the Historic Preservation Advisory Committee.

Trustee Stevens asked why the Town moved away from the idea of running its own broadband system. Kirk explained that the four participating communities determined that the most efficient way to provide fiber is to partner with an outside entity. Kirk explained further that the agreement is not exclusive and would not prevent another entity from doing the same.

Trustee Stevens asked about the Recreation Center prices and additional charges for classes. Kirk stated that members have access to half of the classes at no charge, including classes that were added back in after the last Board meeting. Kirk stated that the class in session was still available at no charge but was at a different time.

Trustee Stevens asked about a model service plan. Stevens felt a work session would be beneficial.

Trustee Grace indicated that he was supportive of subsidizing the Recreation Center.

Mayor Pro-Tem Maureen Dower
Mayor Pro-Tem Dower reported regarding the Youth Advisory event that is being planned for summer 2022. Kirk stated that the Board will need to approve a budget, which can be scheduled for the next meeting.

Mayor Pro-Tem Dower moved to appoint Daniel Hatton to be the Youth Advisory Committee Liaison on the PORT Committee. Trustee Hindman seconded the motion.

In a 6-0 voice vote, THE MOTION CARRIED.

Mayor Pro-Tem Dower suggested adopting a Metro District Policy during the current term. There was support from the Board to schedule a Work Session regarding the same. The Board also discussed a two-person committee to address the issue. Mayor Pro-Tem Dower and Trustee Stevens agreed to serve on the committee.

3. Mayor – William Karspeck

Mayor Karspeck reported that he attended the transit assessment with Administrator Kirk.

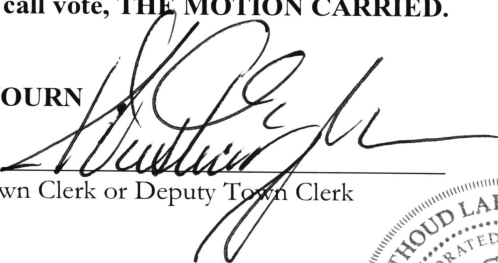
Karspeck stated there is an upcoming Handy Ditch Meeting. Kirk stated that he will be in attendance.

VII. EXECUTIVE SESSION

Trustee Stevens moved to enter into Executive Session pursuant to C.R.S. § 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. And the following details are provided: Potential Property Acquisition. Mayor Pro-Tem Dower seconded the motion.

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

VIII. ADJOURN



Town Clerk or Deputy Town Clerk



William Karspeck, Mayor

