



**Garden  
Spot of  
Colorado**

## **MEETING MINUTES OF THE TOWN BOARD**

**Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, September 28, 2021 6:30 p.m.**

**This was a VIRTUAL MEETING hosted by Zoom**

**I. REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck at 6:31 p.m.

**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  
Tim Hardy, Trustee  
Lonnie Stevens, Trustee  
Mike Grace, Trustee  
May Soricelli, Trustee

The following were also present:

Chris Kirk, Town Administrator  
Christian Samora, Town Clerk  
Erin Smith, Town Attorney

**IV. CITIZEN PARTICIPATION**

Lynn Larsen of Berthoud

**V. SCHEDULED ITEMS**

**1. Consent Agenda**

**(Christian Samora)**

- a) September 28, 2021 Meeting Agenda
- b) ~~September 14, 2021 Meeting Minutes~~ Removed and will be brought back to next meeting.
- c) Waggener Farm Park Plaque
- d) Community Survey Agreement

Trustee Stevens moved to combine and approve the items on the consent agenda with the removal of item (b).

Trustee Grace seconded the motion.

In a 7-0 roll call vote the **MOTION CARRIED.**

**2. Appointment of members to various committees.**

**(Town Board)**

Mayor Pro Tem Dower moved to appoint Sean Murphy and Karen Anderson to the Planning Commission for a term of three years.

Trustee Hardy seconded the motion.

In a 7-0 roll call vote the **MOTION CARRIED.**

Trustee Hindman moved to appoint Tim Grover and Jose Cabrera for a term of three years and Phil Klein for a term of one year to the PORT Committee.

Trustee Stevens seconded the motion.

In a 7-0 roll call vote the **MOTION CARRIED.**

Trustee Hardy moved to appoint Cheryl Szydlo the Historic Preservation Advisory Committee for a term of two years.

Trustee Grace seconded the motion.

In a 7-0 roll call vote the **MOTION CARRIED.**

3. **North Front Range MPO Presentation**

**(Medora Bronhofs)**

Medora Bronhofs Transportation and Air Quality Planner III from the North Front Range Metropolitan Planning Organization gave a presentation on the Greenhouse Gas (GHG) Rule Overview and their perspective as a stakeholder. The Greenhouse Gas (GHG) Rule is the planning process to reduce greenhouse gas (GHG) pollution levels for transportation that will improve air quality.

4. **Snow Removal Plan**

**(Keith Knoll)**

Keith Knoll Public Works Operation Manager presented to the Board the Berthoud Snow and Ice Removal Plan that communicates the level of service provided by the town and outlines the responsibilities of homeowners and businesses during winter storms.

**Trustee Stevens moved to approve the Berthoud Snow and Ice Removal Plan.**

**Trustee Grace seconded the motion.**

**In a 7-0 roll call vote the MOTION CARRIED.**

5. **Town Park Design Project**

**(Jeremy Olinger)**

Deputy Town Administrator Olinger presented to the Board the RFP process for the purpose of getting design firm proposals regarding the design build of Town Park renovation project. The Town recommended OLC (Ohlson Lavoie Corporation) The following are the highlighted points...

- 60-year Firm located in Denver
- Splash Pad Experience
- TB Group from Berthoud is on Team
- Proposed Schedule is Four Months
- Stakeholder Input/ Use of Current Master Plan
- Interview they laid out plan, community background and knowledge, dark sky acknowledgement, followed strategic plan, community wants/needs
- Low Bid

Mayor Karspeck opened for Public Comment. There was none.

**Trustee Hindman move to authorize the Town Administrator to enter into an agreement with OLC Designs for the design of Town Park.**

**Mayor Pro Tem Dower seconded the motion.**

**In a 7-0 roll call vote the MOTION CARRIED.**

6. **Richardson Park Design Contract**

**(Jeremy Olinger)**

Deputy Town Administrator Olinger presented to the Board the RFP process for the purpose of getting design firm proposals regarding the design build of Richardson Park construction project. The Town recommended DTJ Design. The following are the highlighted points...

- 55-year Firm in Boulder
- Detailed Oriented
- Project to Incorporate Sustainability
- Experienced
- Every Square-foot gets planned, Intuitive Wayfinding
- Good Staff Fit and Interview was Engaged
- Example Park Anthem Community Park in Broomfield

Mayor Karspeck opened it up for Public Comment. The following spoke...

Yvonne Dawdy of Berthoud

**Trustee Hinman moved to authorize the Town Administrator to enter into an agreement with DTJ Design for the design of Richardson Park.**

**Trustee Hardy seconded the motion.**

**In a 7-0 roll call vote the MOTION CARRIED.**

**VI. ELECTED OFFICIAL REPORTS**

**Town Administrator Kirk:** The artwork presentation for I-25 and the Olde Towne Hall presentation have been rescheduled for October 12, 2021.

Walt wanted him to mention that the Broadband Feasibility Study is finished. Magellan Advisors will be having a meeting October 19, 2021 in Johnstown. Mayor Karspeck and Trustee Grace volunteered to represent the town at the meeting.

**Attorney Smith:** No Report.

**Trustee Stevens:** Asked if the study session could be pushed up. He also stated he would like to talk to Ryan Armagost about the Memorials for first responders, military, police and wants to go further with that idea and have something in any of our Town Parks. He feels we are long overdue for recognizing them.

**Trustee Hindman;** **Attended** the Puppy Mill Awareness Day at Fickel Park on Sunday. He got to listen to the Mayor's speech. He stated the Mayor pointed out that Berthoud was leading the way and we were the first community in this state to pass a ban on puppy mills. Also, Marlon Reis spoke as well. He requested that staff gave a trails update and a Raw Water Master Plan update.

**Trustee Hardy:** He would also like to see something regarding a memorial. For example, in a round-a-bout. He asked if Carl Lander could stay on HPAC until the position was filled. The Board agreed. The Main Street Projects are Small Business Saturday which is coming up and SnowFest. The Town has offered to continue support for both events.

**Trustee Soricelli:** No Report

**Trustee Grace:** Wanted to know if the I-25 ramp was on schedule. He also asked if Oktoberfest was still going on.

**Mayor Pro Tem Dower:** Gave update on the Youth Advisory Commission. They got survey's out to the High Schoolers like the one they did for the Middle Schoolers. They would like to present their findings to the Board. They are also recruiting new members because their terms run from January to December. They were also on board with using the Matthew Yantis Fund for helping those who can not afford Berthoud Recreation Programs. Trustee Grace will be filling in for her at the next Youth Advisory meeting.

**Mayor Karspeck:** Last Farmers Market for the season was last Saturday, said it was the largest year they have ever had. He also attended the Puppy Mill Awareness Day and thanked everyone that attended. He stated that Oktoberfest is this Saturday October 2, 2021 at Fickel Park. He also stated he will be testifying this Thursday on Greenhouse Gas.

**The Board:** Asked that staff reach out to those who applied for the committees appointed and not appointed and thank them for applying and encouraging those who did not get appointed to apply again or to apply to other open vacancies. They felt that everyone had great ideas and was impressed by all the applicants. They stated it is never any easy decision for them.

## VII. EXECUTIVE SESSION

Trustee Stevens moved to enter in 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 is provided for information purposes: Potential Property Purchase.

Trustee Grace seconded the motion.

In a 7-0 roll call vote the MOTION CARRIED.

## VIII. ADJOURNED FROM REGULAR MEETING AT 9:39 P.M.

~~The meeting adjourned at p.m.~~

Town Clerk or Deputy Town Clerk



William Karspeck, Mayor