



## TOWN OF WELLINGTON

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### BOARD OF TRUSTEES

February 9, 2016

LEEPER CENTER – 3800 WILSON AVE.

### REGULAR MEETING – 7:30 PM

#### AGENDA

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CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO OR DELETIONS FROM THE AGENDA

CONFLICTS OF INTEREST

PUBLIC TO BE HEARD ON NON-AGENDA ITEMS

CORRESPONDENCE

- 4<sup>th</sup> of July Car Show Location

PRESENTATIONS

CONSENT AGENDA

- Board of Trustee Minutes for January 27, 2016
- Municipal Court Report for February 3, 2016
- Boxelder Basin Regional Stormwater Authority Minutes for December 10, 2015

NEW BUSINESS

1. Safebuilt 2015 Report – Russ Weber
2. Design Proposal – Grant Avenue Water Line.
3. Purchase Request - SCADA
4. Purchase Request – Microscope
5. Purchase Request – Turbidimeter
6. Discussion - Election Districting
7. Bills for Approval
8. Town Attorney Update
9. Town Administrator Update

SCHEDULING OF WORK SESSIONS

OTHER

10. Executive Session

ADJOURN

BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
February 9, 2016

The Regular Board Meeting was called to order at 7:30 p.m. February 9, 2016 at the Leeper Center 3800 Wilson Ave, Wellington CO.

TRUSTEES PRESENT: TRAVIS HARLESS, MATT MICHEL, TIM SINGEWALD, ASHLEY MACDONALD, LARRY NOEL, and JACK BRINKHOFF

TRUSTEES ABSENT: RAYMOND BILLINGTON

PRESIDING: JACK BRINKHOFF, MAYOR

ALSO PRESENT: LARRY LORENTZEN, TOWN ADMINISTRATOR  
CYNTHIA SULLIVAN, DEPUTY CLERK  
MIKE BEAN, UTILITIES SUPERINTENDENT  
BRAD MARCH, TOWN ATTORNEY  
DON SILAR, TOWN ENGINEER

Additions to or deletions from the agenda

None

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Conflicts of Interest

None

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Public to be heard on non-agenda items.

Mike Nothnagel asked if there would be public comment on the correspondence item. Mayor Jack Brinkhoff said there would be discussion.

Dallas Horton, county property owner, said the town's current growth management area line of influence is on the east side of Clark Lake. He has approximately 170 acres on the east side of Clark Lake that he would like to develop into 61 2.5 acre parcels. He passed out a drawing of how the lots would be situated including roads, a spillway and a boat dock. He asked if the Board would consider putting this property inside the growth management area, annex the property and supply potable water to this location. He mentioned that it would have to be a flag pole annexation. He explained that the property would have septic tanks. There would be non-potable irrigation for the lots. He said this project would allow people to have homes in a country setting with space for livestock or gardening. The Board had the following comments: Possibility to connect to the town sewer. Issues with flooding from the spillway or if it is in a flood plain. Concerns from neighbors about a flag pole annexation. Mr. Lorentzen said the project would have to show that the property taxes could offset the length of road that would have to be annexed and maintained. The Growth Management Area would have to be amended before this property could be annexed. The other question is if we could supply the water to this location. He said the process would be for Mr. Horton to submit a petition for annexation to the Board who could refer it to the Planning Commission for a public hearing. Mr. Silar said that water for fire protection would be required. He suggested that they might need a water tank and pump station. There was further discussion about what information Mr. Horton would need to gather before submitting an annexation petition.

Correspondence

4<sup>th</sup> of July Car Show Location

Brian Graves, chairman of the Community Activities Committee, mentioned the letter from Main Street Program about bringing the car show and the other activities back to Centennial Park for the 4<sup>th</sup> of July. He also suggested having Cleveland Avenue closed while the events are going on. Mr. Lorentzen said this should not be a problem if it were closed an additional 4 hours. Trustee Macdonald would like to hear from Pam Keever who has been running the car show. Some of the activities would not fit into Centennial Park. Mayor Brinkhoff said there might be some push back from the residents who live around the park. He was concerned about moving the events too many times. There was discussion about what it would take to utilize the empty space on Cleveland.

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Presentations

None

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Consent Agenda

- Board of Trustee Minutes for January 27, 2016
- Municipal Court Report for February 3, 2016
- Boxelder Basin Regional Stormwater Authority Minutes for December 10, 2015.

Trustee Singewald asked if the Stormwater Minutes were the most current. Mr. Lorentzen said they are because the Boxelder Basin Regional Stormwater Authority has not met this month to approve the January minutes.

TRUSTEE MICHEL MOVED AND TRUSTEE NOEL SECONDED to approve the consent agenda. Roll call was taken and the motion passed unanimously.

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NEW BUSINESS

1. Safebuilt 2015 Report – Russ Weber

Russ Weber, building official for Safebuilt, asked about some of the concerns that were voiced. Trustee Harless said there was a question about why plans had to be stamped by an engineer and so many details were required. Mr. Weber explained that an architect could only stamp the architectural plan and not the electrical, plumbing or mechanical drawings because they have to be stamped by a certified engineer. He agreed that the engineering plans had more detail than they require. Trustee Harless mentioned that a packet was not available from the town with requirements for submittal of plans. Mr. Weber said he has been working with Mr. Wendell Nelson to put together information for potential businesses. He suggested that he would be willing to meet with anyone who is looking to develop or remodel property prior to plan submittal to go over any questions. Mr. Lorentzen said we have a lot of the information at town hall. The architect in this situation was the one who submitted the plans and the information was not passed on to the owners. He said there is not a requirement on how the plans are submitted with respect to digital versus hand drawn.

Mayor Brinkhoff asked if there was an update on the NAPA store. Mr. Weber said he did follow up by looking at the inspection history and they have not requested a final inspection. Mr. Nelson said he spoke with the owner of the NAPA and they were waiting on the completion of the electrical and deciding how much they can put up in the mezzanine.

Trustee Singewald asked if there was anything that could be required to help with concrete issues in driveways and sidewalks. Mr. Silar said the town is requiring that fly ash be used not just under the

streets, but out to the right of way line which is in the town's jurisdiction. He mentioned the service line trenches. There was further discussion on flatwork issue.

Mr. Weber reviewed the report on the permits that were issued in 2015. He pointed out the amount on inspections they did last year. He mentioned their participation in town events and the work shop they did on basement finishes. He said they sponsor a barbeque at their office. This gives you a chance to meet staff and officials from other municipalities that we service.

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2. Design Proposal – Grant Avenue Water Line

Mr. Silar explained this project would be to replace the Asbestos Cement water line in Grant Avenue from First Street to Third Street before other improvement are being done in this street. We would be increasing the size of the pipe from 6 to 8 inch. There was a question about adding stub outs for empty lots. Mr. Bean said the only open lot would tie in on Second Street. He said they would be looking at putting in outside meter pits when we tie in the service line to the new main. Mr. Silar said this would be a trenching project.

Peter Pronco, 3744 Cleveland Ave., asked about an update on the storm water project. Mr. Lorentzen said they are getting ready to submit the applications for permits to bore under the railroad tracks and in to the Boxelder Creek.

TRUSTEE MICHEL MOVED AND TRUSTEE HARLESS SECONDED to approve design proposal from Stantec in an amount not to exceed \$25,231.00. Roll call was taken and the motion passed unanimously.

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3. Purchase Request – SCADA

Mr. Bean said this is software programing for the water plant to allow for remote dial up access to eliminate drive time.

Trustee Harless asked what type of fire wall access. Mr. Bean said they already have a fire wall that's required by the state.

TRUSTEE SINGEWALD MOVED AND TRUSTEE HARLESS SECONDED to approve proposal from Timber Line Electric and Control Corporation in the amount of \$6,200.00. Roll call was taken and the motion passed unanimously.

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4. Purchase Request - Microscope

Mr. Bean said there are two quotes one, from Rocky Mountain Microscope out of Fort Collins, has a new and a used unit and Michael Richard has two used units. He described what the microscope would be used for and that it would connect to a screen so several people could look at the sample at the same time. His recommendation is for the new unit from Rocky Mountain Microscope.

TRUSTEE SINGEWALD MOVED AND TRUSTEE MICHEL SECONDED to approve microscope purchase from Rocky Mountain Microscope in the amount of \$4,830.00. Roll call was taken and the motion passed unanimously.

5. Purchase Request – Turbidimeter

Mr. Bean said this would be for a laptop turbidimeter for the Water Treatment Plant. He said the current unit has problems keeping standard calibration and we have to change the light bulb when we recalibrate about every 3 month. This unit is over 10 years old. He is requesting a unit from Hach.

TRUSTEE SINGEWALD MOVED AND TRUSTEE HARLESS SECONDED to approve lab turbidimeter from Hach in the amount of \$2,125.15. Roll call was taken and the motion passed unanimously.

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6. Discussion – Election Districting

Mr. March reviewed the memo regarding districting. Trustee Harless said he wanted to make sure that residents from different areas of the town have input into town government. Mayor Brinkhoff was concerned if a district did not have a representative how would that seat be filled. Trustee Singewald asked if at the last election there were candidates that could not get votes because we did not have districting. Trustee Harless just wanted to make sure voices from all areas of town are heard. The votes would still be for at large positions. Trustee Singewald gave some negative uses of districting. Trustee Noel said we would want to keep an open election. Mr. March said a district has to be formed by the court. Another option is becoming Home Rule. Trustee Singewald asked is there something broke that needs to be fixed. Is there another way to look at this situation? After further discussion it was decided that districting would not be beneficial at this time. Mr. March said that they could look at becoming a city. That does require districting, but also has stricter rules on other items such as bidding.

Trustee Singewald asked when the candidates would be introduced. Ms. Sullivan said the League of Women Voters is putting together a candidate forum. A date has not been selected. Five of the candidates were in attendance and introduced themselves. Matt Michel, Dan Sattler, Mike Nothnagle, Mike Deninger and Paul Cox.

There were comments on not being able to get enough participation in the other committees that do have openings. There were comments from the public that the longer someone lives in a community the more interest they have in how things are done and the newer residents are not at the point where they are getting involved.

Mr. March asked if this an issue that the Board would want brought back after the election.

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7. Bills for Approval

Pitney Bowes	\$ 1,048.35
Ron’s Equipment CO., Inc.	2,501.46
Dana Kepner Company, Inc.	5,262.47
JVA Consulting Engineers	6,000.00
Northern Colorado Landscapes, LLC	9,691.25
Ramey Environmental Compliance, Inc.	<u>12,528.54</u>
	\$ 37,032.07

TRUSTEE MICHEL MOVED AND TRUSTEE SINGEWALD SECONDED to approve the bills in the amount of \$37,032.07. Roll call was taken and the motion passed unanimously.

4. Town Attorney Update

Mr. March updated the Board on the following:

Scheduled Meetings:

- Seaworth Water – With their attorney Jeff Chan
- Ditch Company – Considering putting in a culvert. Larry said there is a meeting on Friday.
- Evaluations – Received three will get an email out.

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5. Town Administrator Update

Larry updated the Board on the following:

- Meeting with Columbine Estates regarding detention pond as to who will be responsible for maintenance and what equipment would be needed.
- Deitzler – approved application. Request for arbitration on the liquidated damages.
- Meeting with CDOT about main street study – Kinzli conference room 10 am February 23, 2016
- Three bids received for the roof on Town Hall only one company could start right away the others could not start until March. RNT will start work this weekend.

Trustee Michel asked why the Geier Annexation was asked to wait until after the election. Mr. Lorentzen said they can put in the application, but with the controversy with development on the east side he thought it might be better to wait. There was further discussion with regard to traffic.

Trustee Singewald asked about the following:

- Lighting for the intersection at 6<sup>th</sup> and Washington – Mr. Lorentzen said he put in the application online but has not received a response. Trustee Singewald mentioned a drop off from the asphalt on the northwest corner of Washington and Sixth. Mr. Lorentzen said he would have Mr. Miller check on it.
- Light on bathroom in park – Mr. Lorentzen said a new light has been ordered.
- Electrical bill for the pond pump house. Mr. Lorentzen said more insulation was installed. There was a question about adding a thermostat. There was further discussion about the electrical plans.
- Recalculation of impervious surface. Mr. Lorentzen said we are waiting for snow melts to see if any addition surface has been added.
- Replacement for Boxelder Basin Regional Stormwater Authority – Mayor Brinkhoff said they were going to do interviews next week.

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6. Executive Session

Not needed.

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Scheduling of Work Session

Work session with Main Street at 6:30pm.

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Other

There was discussion about School District Meeting. Trustee Singewald mentioned the options A and B that were going to be voted on. Trustee Macdonald commented on how site selection is being done and that the school district has not purchased any property. She also commented that option B has changed several times. There has been no defined plan for Wellington Schools. There was talk about how to get representation at the School District meetings.

Mayor Brinkhoff mentioned the Mayors award banquet for the Boys and Girls Club last week and the Boys and Girls Club breakfast February 18<sup>th</sup> room still available at the town table.

Regular Board Meeting

February 9, 2016

Page 6

Trustee Michel would not be at the next meeting.

TRUSTEE MICHEL MOVED AND TRUSTEE NOEL SECONDED to adjourn the meeting. Roll call was taken and the motion passed unanimously. Meeting adjourned at 9:34 pm.

ATTEST:

Cynthia Sullivan, CMC

Deputy Town Clerk