



BOARD OF TRUSTEES

December 13, 2022

6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

A. CALL TO ORDER

Mayor Chaussee called the meeting to order at 6:29 p.m.

1. **Pledge of Allegiance**

Mayor Chaussee asked that all rise for the pledge of allegiance.

2. **Roll Call**

Mayor Calar Chaussee

Mayor Pro Tem Ashley Macdonald

Trustee Jon Gaiter

Trustee Brian Mason

Trustee Rebekka Dailey (participated by zoom)

Trustee Shirrell Tietz

Trustee David Wiegand

3. **Amendments to Agenda**

Mayor Chaussee asked if there were any amendments to the agenda, Trustee Gaiter requested to move Resolution No. 38-2022 - A Resolution of the Board of Trustees of the Town of Wellington making Appointments to the Board of Adjustment to the Action Items.

4. **Conflict of Interest**

Mayor Chaussee asked if there were any conflicts of interest on the agenda; there were no conflicts of interest.

B. COMMUNITY PARTICIPATION

1. **Public Comment**

Jeffrey Scofield, Mario Nicolais, Christine Gaiter and Karen Eifert provided public comment.

C. PRESENTATION

1. **Acknowledgement of SAFEbuilt Partnership and Contributions to Town Projects**

Cody Bird, Planning Director, recognized SAFEbuilt as they waived all fees for two large Town projects: Water Reclamation Facility and Water Treatment Plan.

2. **2023 Compensation Study Presentation**

Stephanie Anderson, Human Resources Manager, presented information regarding the 2023 compensation study conducted by Employers Council on behalf of the Town of Wellington.

3. **Update on Proposed Changes to Official Zoning Map**

Cody Bird, Director of Planning, presented the proposed changes to the official zoning map noting that the Planning Commission had received the presentation last week. In order to provide several opportunities for public comment, the Mayor opened the meeting for residents to speak. Public comment was received by Jeff Scofield, Travis Redmond and Karen Eifert. The Board of Trustees directed staff to bring this topic back for a work session which will be scheduled for January 24, 2022 after the regular meeting.

D. CONSENT AGENDA

1. Minutes from the November 8, 2022 Board of Trustees Meeting
2. Minutes from the November 15, 2022 Board of Trustees Special Meeting
3. Resolution No. 38-2022 - A Resolution of the Board of Trustees of the Town of Wellington making Appointments to the Board of Adjustment – MOVED TO ACTION ITEMS
4. Resolution No. 39-2022 - A Resolution of the Board of Trustees of the Town of Wellington making Appointments to the Parks and Recreation Advisory Board  
**Trustee Gaiter moved to approve the consent agenda with the removal of Item D.3.; Trustee Dailey seconded the motion.**  
Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee  
Nays – None

E. ACTION ITEMS

1. **Ordinance No. 23-2022 - An Ordinance Repealing, Revising and Readopting Article 3 of Chapter 2 of the Wellington Municipal Code Concerning the Wellington Parks and Recreation Advisory Board**

Billy Cooksey, Parks and Recreation Manager introduced himself as the new Parks and Recreation Manager and presented the ordinance changing the name of the Parks and Recreation Advisory Board (PRAB) to Parks, Recreation, Open Space and Trails (PROST). It was reported that the PRAB had requested this change to reflect all areas in which they serve as an advisory board for the town.

There were no comments from the Board of Trustees.

Mayor Chaussee opened the meeting for public comment to which there was none.

**Trustee Gaiter moved to approve Ordinance No. 23-2022 - An Ordinance Repealing, Revising and Readopting Article 3 of Chapter 2 of the Wellington Municipal Code Concerning the Wellington Parks and Recreation Advisory Board; Trustee Tietz seconded the motion.**

Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee  
Nays – None

2. **Resolution No. 40-2022 - A Resolution Adopting a Fund Balance Policy**

Meagan Smith, Public Works Deputy Director presented this item and explained the process and need for updating the fund balance policy. The proposed changes were presented to the Finance Committee which provided no comments or concerns.

There were no comments from the Board of Trustees.

Mayor Chaussee opened the meeting for public comment to which there was none.

**Trustee Gaiter moved to approve Resolution 40-2022 - A Resolution Adopting a Fund Balance Policy; Trustee Mason seconded the motion.**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays – None**

3. **Consideration of the 2023 Law Enforcement Agreement between the Town of Wellington and Larimer County**

Lieutenant Troy Badberg and Sergeant Matthew Cherry presented the 2023 agreement with Larimer County Sheriff's Office (LCSO) to the Board of Trustees. Sergeant Cherry reported that they will be going to 24-hour coverage and that they will participate in the May meeting where the Trustees will be reviewing the 2023 budget for opportunities to add an additional corporal.

The Trustees discussed the Indirect Cost line item with Lieutenant Badberg reporting that LCSO anticipates that those costs will slowly rise over the coming years.

Lieutenant Badberg also reported on the installation of the Flock Cameras and noted they are temporary at this point. It was noted that the Trustees will have an opportunity to hear how the trial period went and discuss options moving forward at a later date.

Mayor Chaussee opened the meeting for public comment to which there was none.

**Trustee Gaiter moved to approve the 2023 Law Enforcement Agreement between the Town of Wellington and Larimer County; Trustee Tietz seconded the motion.**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays – None**

4. **Resolution No. 42-2022 - A Resolution of the Board of Trustees of Wellington, Colorado, Approving an Amendment to the Employment Agreement with the Town Administrator**

Stephanie Anderson, Human Resources Manager, presented this item and reported the amended employment agreement in the packet reflected discussions held during Ms. Garcia's annual review.

The Trustees thanked Ms. Garcia for her service to the Town of Wellington.

Mayor Chaussee opened the meeting for public comment to which there was none.

**Trustee Mason moved to approve Resolution No. 42-2022 - A Resolution of the Board of Trustees of Wellington, Colorado, Approving an Amendment to the Employment Agreement with the Town Administrator; Mayor Pro Tem Macdonald seconded the motion.**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays – None**

MOVED FROM CONSENT AGENDA

**Resolution No. 38-2022 - A Resolution of the Board of Trustees of the Town of Wellington making Appointments to the Board of Adjustment**

The Trustees discussed this item at length noting that current alternates were not advised they needed to apply for full member terms and that alternates were not set up to be automatically moved to full members when vacancies occur. Trustees reported on discussions held with members of the public. Options for moving forward were discussed and include the opportunity for alternates to apply for terms that will be available in April 2023.

Mayor Chaussee opened the meeting for public comment; Christine Gaiter and Karen Eifert provided public comment.

**Mayor Pro Tem Macdonald moved to approve Resolution No. 38-2022 – A Resolution of the Board of Trustees of the Town of Wellington making Appointments to the Board of Adjustment; Trustee Mason seconded the motion.**

**Yays – Dailey, Macdonald**

**Nays – Gaiter, Mason, Teitz, Wiegand, Chaussee**

The Trustees discussed appointing the current 1<sup>st</sup> alternate, Levi Killough, to the vacant term expiring April 2023 and to appoint Megan Molin to Mr. Killough's alternate term expiring April 2026.

**Trustee Gaiter moved to amend Resolution No. 42-2022 and appoint Levi Killough to One Regular Term Expiring April 2023 and appoint Megan Molin to an Alternate Term expiring April 2026; Trustee Tietz seconded the motion.**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

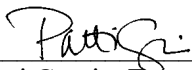
**Nays – None**

#### F. REPORTS

1. **Town Attorney** – Town Attorney Sapienza reported that he has been meeting with Larimer County Sheriff's office on a variety of topics.
2. **Town Administrator** – Town Administrator Garcia acknowledged participation of Trustee Wiegand at the Tree Lighting, accomplishments of LCSO and staff and thanked town staff and Board of Trustees for their work in 2022.
3. **Staff Communications**
  - a. Payment of Bills
  - b. Utility Monthly Report
4. **Board Reports**
  - Trustee Dailey reported on Mayor Chaussee's recognition in the NoCo Style Magazine as the Best of 2022 for the Town of Wellington and noted the award received by Kelly Houghteling from KU for her work in public administration management.
  - Trustee Gaiter reported on the continued work of the Finance Committee, provided an update on the Transportation Pilot Program and its progression to include potential support from CSU and noted that he would like to have a 2023 field trip for the Trustees to tour the LCSO facilities, learn more about their operations and potentially participate in some training.
  - Trustee Tietz inquired about conducting a volunteer appreciation event in 2023 and offered to help coordinate the event, inquired about having a Neighborhood Watch program and support of a Santa Cops program, noted attendance at several events and reported that the 2023 memberships for the Wellington Senior Center members were paid by anonymous donors.
  - Trustee Wiegand reported on the Christmas Tree Lighting and spoke in support of the field trip to the LCSO facilities.
  - Trustee Mason reported on the Opioid Abatement Council donation to the Northern Colorado Health Alliance Board and noted his support at the Christmas Tree Lighting event.

#### G. ADJOURN

Upon a motion duly made, the meeting was adjourned at 9:03 p.m.

  
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Patti Garcia, Town Administrator/Interim Town Clerk