



TOWN BOARD REGULAR MEETING

224 First Street, Eaton, CO

Thursday, July 20, 2023, 7:00 P.M.

MINUTES

CALL TO ORDER

Mayor Moser called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT	Mayor Scott Moser	Trustee Coby Gentry	Trustee Nina Lewis
	Trustee Glenn Ledall	Trustee Lee Griffith	
BOARD ABSENT	Mayor Pro Tem Liz Heid		Trustee Karla Winter

STAFF PRESENT: Town Administrator - Wesley LaVanchy, Town Attorney - Avi Rocklin, Assistant Town Administrator - Greg Brinck, Financial Director - Faith Smith, Police Chief – Kevin Sturch, Baseline Planning Director -Vince Harris, and Northern Engineering – Brad Curtis

AGENDA APPROVAL / AMENDMENT(S)

Trustee Griffith moved to approve the agenda as is.

Trustee Ledall seconded, and the motion passed unanimously, 4-0.

PRESENTATION

1. Library, Mid-Year Performance Measure Update

Amber Greene, Library Director provided a mid-year performance measure update on data points to demonstrate usage statistics and trends. Library visits have increased by 70% compared to last year, which is approximately 135 people every day. Half of the computer users are early literacy stations in the children's area. The State Library stated that Weld County is the only county where the youth population is growing. The Library has surpassed the meeting room reservations and will most likely triple this year. Computer users are up by 25% and program attendees is up by 9%. Checking out 230 addition titles every month compared to last year and ¾'s of them are done by hand. Highlights for the mid-year includes but are not limited to; 1,000 Books Program, Community Partners, Volunteers, Seed Library and Technology. The Horizon for the future of upcoming projects includes a Galeton Kiosk, Outreach Position, Capital Projects, and Trustee Vacancies.

PUBLIC COMMENT

Mayor Moser opened and closed the floor for public comment at 7:14 and 7:15 p.m., there was no public comment.

CONSENT AGENDA

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| 2. Minutes – June 15, 2023, Regular Board Meeting | 3. Accounts Payable Invoice History Report – June 2023 |
| 4. Financial Statements – May 2023 | 5. Treasurer Report – May 2023 |

Trustee Griffith moved to approve the Consent Agenda.

Trustee Lewis seconded, and the motion passed unanimously, 4-0.

PUBLIC HEARING

Mayor Moser opened the Public Hearing at 7:16 p.m.

6. Second Reading – Ordinance No. 637 – Repealing and Readopting Section 6-1-7 of the Eaton Municipal Code Concerning the International Energy Conservation Code, 2018 Edition

Avi Rocklin, Town Attorney reminded the board that this is a second reading of the ordinance that is repealing and readopting an energy code, a uniform code being adopted by reference, requires a public hearing.

Jon Gesick, Building Official of ProCode, Inc., spoke to adopting Energy Code, 2018 to become in compliance with the State mandate that came out on July 1st. This will buy the Town more time, before having to adopt a more stringent code

July 20, 2023

PUBLIC HEARING CONTINUED

of 2021 or higher, which will increase the costs to build by approximately \$2,000 to \$3,000 per home. When the State mandates a higher code edition than 2018, the Town can amend certain sections out of the code but there is a required minimum.

Mayor Moser opened and closed the floor for public comment, as there was none, at 7:20 p.m. and as there was no Board discussion, Mayor Moser closed the Public Hearing.

Trustee Ledall moved to approve Ordinance No. 637, Repealing and Readopting Section 6-1-7 of the Eaton Municipal Code Concerning the International Energy Conservation Code, 2018 Edition.

Trustee Gentry seconded, and the motion passed unanimously, 4-0.

7. Resolution No. 2023-09 – Resolution Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended

Mayor Moser opened the Public Hearing at 7:21 p.m.

Vince Harris, Baseline Planning Director reviewed the amended Downtown Revitalization Plan which now includes the property at 10 Cheyenne Avenue, the site of the old Eaton Elementary School before being demolished, per the direction of the Board of Trustees. This amended plan envisions the land to be developed in the future as a Mixed-Use residential and non-residential property, with multi-story buildings, ground floors will be retail/commercial uses and the upper floors will be developed as residential uses. The inner portion of the property envisions a U-shaped access drive for vehicles and pedestrians, as well as parking, open space, plaza use, and stormwater needs to support all uses on the site. The future process, if approved, will be to rezone the property to a PUD (Planned Unit Development) and to outline allowed uses and development standards specifically for the property. The Planning Commission did adopt Resolution No. 2023-02, An Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended, during a Public Hearing on July 6, 2023. Staff recommends that the Board of Trustees adopt Resolution No. 2023-09, a Resolution Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended.

Mayor Moser opened the floor for public comment, at 7:34 p.m.

- David Scherr spoke about the concern for residents not having enough parking spaces in the area.

Mayor Moser closed the floor for public comment, at 7:35 p.m.

Vince answered that the townhomes will have garages and angle street parking. The developer will have to do a traffic study to show the demands of the area.

Mayor Moser closed the public hearing, at 7:38 p.m., and asked the board for discussion, which there was none.

Trustee Ledall moved to adopt Resolution No. 2023-09, Resolution Approving an Amendment to the Town of Eaton Comprehensive Plan to Incorporate the Downtown Revitalization Plan, as Amended.

Trustee Lewis seconded, and the motion passed unanimously, 4-0.

NEW BUSINESS

8. Approval of new Employee Insurance Benefits Broker/Consultant

Greg Brinck, Assistant Town Administrator spoke to the effort of the Eaton Benefits Committee to continually review the Town's benefits provided to employees, to ensure the highest quality at the best rate, best service possible at the lowest cost. The Town has had the same broker for years, and it was unclear when the Town last reviewed their service offers against other similar providers. After a Request for Proposal (RFP) and interview process the Committee has selected another broker, Gallaher/AJG. Key points about the new broker were discussed. Staff is requesting the Board of Trustees to authorize staff to enter into a contract with Gallaher/AJC, effective July 20, 2023.

Trustee Lewis moved to authorize Wesley LaVanchy, Town Administrator to enter into a contract with Gallagher/AJC effective today.

Trustee Griffith seconded, and the motion passed unanimously, 4-0.

OLD BUSINESS

9. Mountain View/Collins Crosswalk Improvements, Contractor Award

Brad Curtis, Northern Engineering (NE) reviewed the project which involves pedestrian improvements at the intersection of S Mountain View Drive and Collins Street which is directly south of the new Eaton High School. The project will provide

July 20, 2023

OLD BUSINESS CONTINUED

new ADA ramps on the northwest, southwest and southeast corners of the intersection along with new solar-powered rapid flashing beacon signals, warning signage, and crosswalk striping. Bids were accepted and evaluated, and NE recommends approval to accept Lightfield, Inc., to construct the crosswalk improvement project for a Base Bid of \$72,768.50.

Trustee Griffith moved to approve the Mtn View/Collins Crosswalk Improvements contract with Lightfield, Inc., and Wesley LaVanchy, Town Administrator to sign the contract.

Trustee Lewis seconded, and the motion passed unanimously, 4-0.

STAFF REPORT(S)

10. Town Administrator – Monthly Report. In addition, 1) CDOT meeting with maintenance for Region 4, to discuss right-of-way responsibilities. 2) NWCWD requested a meeting to discuss the Town's expectations, needs and desires for the future water service agreement. 3) The Regional Manager of DOLA gave permission for the Town to apply for an energy impact grant with a 50/50 match to use towards the replacement of water meters, no dissent was given as to what will be purchased, if approved for the grant. 4) Recognition to Daniel from the library, for switching out the monitors in the board room and volunteering to upgrade our AV and technology.

11. Assistant Town Administrator – Projects; 1) EV Station to begin next week, received a grant from Xcel. 2) Aspen Meadows Park seeding to begin within a week or two. 3) DOLA has opened a new additional grant dedicated to Main Streets, this is the first cycle of allotment of money to apply for and the Town is applying for the max amount of one million dollars. 4) Working on RFPs for a DDA for the Hometown Revitalization Committee. 5) The Park's Master Plan is budgeted for this year and with head nods from the board members, the Town will spearhead our plan but want to invite the EAP&RD, GWT and the School District to participate, so as to not have any duplicating efforts. (Heads nodded in agreement.)

12. Police Chief – June 2023 Power Point Report and June 2023 Law Report. In addition, 1) Complaints about illegal fireworks, 15 weeks before and 15 weeks after July 4th, will re-evaluate the fine. 2) The Dallas Duran & Kennedy Ingram Annual School Supply Drive starting July 23rd. 3) The PD received a Bronze Training Award through Lexipol. 4) PD will have an end of summer bash at the end of August. 5) This month, a Commander Board will run interviews with the two internal police applicants for the position of Commander.

13. Town Attorney – Laws Enacted During 2023 Legislative Session Memo. In addition, 1) There is an entity that has a bulk water account with the Town, Mision Transport and has been delinquent in paying their account, approximately \$5,300.00. In March 2023, a certified letter was sent, requesting that they pay by April 15, 2023. There has been no response to the letter and no payment. Asking the board to give authorization to make the decision to proceed to small claims court to collect the money.

Trustee Ledall moved to allow staff to move forward with the collecting of money from Mision Transport.

Trustee Griffith seconded, and the motion passed unanimously, 4-0.

14. Finance Director – The 2022 Financial Statement for audit will be done and submitted to the state before the deadline of July 31, 2023. Budget season for 2024 is beginning.

15. Town Clerk – Potential brewery applicant to move into the old Sheaf & Kettle business.

COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

16. Planning Commission Meeting – None.

17. Hometown Revitalization Committee – None.

18. Great Western Trail/Park – Trustee Griffith submitted a report. In addition, the bridge is in place over the Roullard Ditch, which makes the trail complete, after 17 years.

19. Northern Front Range/MPO – None.

MAYOR'S COMMENTS – None.

ADJOURN

Mayor Moser adjourned the July 20, 2023, Regular Meeting at 8:17 p.m.

Margaret Jane Winter Town Clerk