



TOWN BOARD REGULAR MEETING
224 First Street, Eaton, CO
Thursday, February 17, 2022, 7:00 P.M.

MINUTES

I. CALL TO ORDER

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

II. ROLL CALL

PRESENT

Mayor Scott Moser
Trustee Coby Gentry
Trustee Glenn Ledall
Trustee Karla Winter

Trustee/Mayor Pro Tem Lanie Isbell
Trustee Liz Heid
Trustee Nina Lewis

Staff present: Interim Town Administrator Wesley LaVanchy, Town Attorney Avi Rocklin, Sargent Loos, Assistant Administrator Greg Brinck, Finance Director Faith Smith, Baseline Planners Vince Harris and Lauren Richardson.

III. AGENDA APPROVAL/AMENDMENTS

Mayor Moser requested two amendments to the agenda.

1. Remove: XII. Executive Session, Item 1. An executive session to obtain legal advice related to the 3rd Street water main break that occurred on April 29, 2021.
 2. Add: XIII. Business, Item 3. Resolution No. 2022-06 Rescinding Resolution No. 84-5.
- Trustee/MPT Isbell moved to accept the two amendments to the agenda, motion carried 6-0.

IV. SPECIAL PRESENTATIONS – None

V. CONSENT AGENDA

Trustee/MPT Isbell moved to approve the Consent Agenda with four listed items, motion carried 6-0.

1. Minutes – January 20, 2022
2. Second Reading – Ordinance No. 620 – Board Compensation Code
3. Potable Water Master Plan – Professional Services Contract
4. Resolution 2022-05 – Independent Bank

VI. PUBLIC COMMENT – None

VII. PUBLIC HEARING (See exhibit A)

1. Ordinance No. 622 – Approving PUD Final Development Plan for Brown Farm – First Reading.

Mayor Moser opened the floor for public hearing. Baseline staff reviewed the purpose, background, staff and planning commission recommendation as a Land Use Hearing that is rezoning from AG to Planned Unit Development zone. The applicant/representative, Kris Pickett, applied to rezone the property known as Brown Farm LLC, consisting of approximately 172.6 acres, with commercial and mixed density residential areas. Scott Renfro, owner/developer was also present. Mayor Moser called for Public in Support of rezoning Brown Farm LLC, there were none. Mayor Moser called for Public in Opposition of rezoning Brown Farm LLC, there were seven. Kris Pickett answered opposition questions and followed by answering Board questions. Mayor Moser closed the public hearing. Following board discussion, Trustee/MPT Isbell moved to have a continued public hearing for the Brown Farm LLC at the next board meeting on March 17, 2022, for final deliberation, motion carried 6-0.

VII. PUBLIC HEARING (See exhibit A) CONTINUED

2. Resolution No. 2022-04 – Approving Variance for Property Located at 25 Ash Avenue.

Mayor Moser opened the floor for public hearing. Baseline staff reviewed the purpose, background, staff recommendation as a Land Use Hearing with three variance requests from the R-3 zoning district by converting a single-family home into multi-family unit structure. The property owners are requesting a 1,322.5-foot variance from the minimum lot size requirement of 10,000 square feet, a variance of 25 feet from the minimum shortest lot dimension requirement of 100 feet, and a variance to allow 20 units/acre density rather than 15 units/acre for an R-3 zone. The applicant/owner, Tyson and Laura Thompson were also present for questions. Mayor Moser called for Public in Support, there were none and then in Opposition of the Variance at 25 Ash Avenue, there were none. Trustee Heid asked questions directed to the applicant. As there were no further comments or discussion, Mayor Moser closed the public hearing. The Board deliberated; Trustee Winter moved to approve Resolution No. 2022-04 – Resolution Approving Variance for Property Located at 25 Ash Avenue, Eaton, CO 80615, motion carried 6-0.

VIII. BUSINESS

1. Ordinance No. 621 – Setting Compensation for the Mayor and Members of the Board of Trustees – First Reading – Public Hearing.

Mayor Moser opened the floor for public hearing. Attorney Rocklin stated that this ordinance is to increase the compensation for the mayor to \$500.00 per month, had been \$250.00 per month and the members of the Town Board to \$300.00 per month, had been \$150.00, both previous amounts have been in effect since 2008. Eligibility for the new compensation will commence upon new terms of office, the elected or appointed officials. Mayor Moser called for Public in Support and then in Opposition of Setting a New Compensation for the Mayor and Members of the Board of Trustees, there were none. As there were no further comments or discussion, Mayor Moser closed the public hearing. Trustee Heid moved to approve Ordinance No. 621 – An Ordinance Setting Compensation for the Mayor and Members of the Board of Trustees, motion carried 6-0.

2. Sidewalk Management Plan is to enforce existing Eaton Municipal Code by creating a formal plan that identifies deficiencies in the sidewalk network throughout Town and requires the property owner to fix the deficient sidewalks. Well maintained sidewalks give the entire community the ability to safely move throughout town. Staff recommends moving forward with an Ordinance to clean up the sidewalk maintenance and repair section of the code and proceed with annual enforcement of a sidewalk management plan. The board gave direction to proceed with a plan of action for sidewalk management.

3. Resolution No. 2022-06 – Resolution Rescinding Resolution No. 84-5- This is a resolution to rescind the public use of the auditorium. The auditorium is infrequently used except by two groups approximately once a month and occasionally private parties rent the room and have not cleaned up after themselves which interferes with staff usage of the room. The other issue is the security, as the master key could be duplicated for easy access. The rental amount has not been changed in 36 years and there are numerous other meeting rooms available to persons in the Town to rent that are better suited to monitor and manage room rentals. The auditorium will only be used for Town functions beginning April 1, 2022. Following discussion, Trustee Lewis moved to approve Resolution No. 2022-06 – Resolution rescinding resolution No. 84-5, motion carried 6-0.

4. Senior Housing Options – EHA Contract – This professional management agreement, at the Boards' direction, is for the Eaton Housing Authority and Senior Housing Options, Inc (SHO) which gave a presentation of their services at the January Board meeting. SHO will provide management services and provide corrective action for compliance related issues. The agreement is for two years as an oversight for the administration of the EHA and for the day-to-day operations. There will be two charges: Management Fee of six percent (6%) of the total monthly gross receipts from the Premises and a one-time Compliance Correction Fee of an estimated amount of \$28,000.00. Contract will begin April 1, 2022, once insurance matters and language have been agreed upon. Following discussion, Trustee Ledall moved to approve the Property Management Agreement between the Housing Authority of the Town of Eaton and Senior Housing Options, Inc, with the condition that CIRSA approves the insurance provision, motion carried 6-0.

VIII. BUSINESS CONTINUED

5. metroDPA Presentation – This program, Metro Mortgage Assistance Plus Program was rebranded as metroDPA and is a homeownership program. Provides a 30-year fixed rate mortgage loan and assistance, up to 6% of the loan amount, for a down payment or closing costs for qualified homebuyers who meet credit score requirements, minimum of 620, within income limits of \$150,000.00 and purchasing a home in an approved area. There is no cost and no administrative burden for the community to participate, need approval by Resolution and IGA. If approved for the community, it will give support to realtors, lenders and builders and provides needed option for homebuyers. The board gave direction to proceed with paperwork for next board meeting.

IX. STAFF REPORTS

1. Interim Town Administrator – Monthly Report
2. Police Chief – January 2022 Police Progress & Statistical Summary
3. Town Clerk – Liquor License Renewal for Casa Dona Maria
4. Town Attorney
5. Finance Director – December 2021 & January 2022 Financial Reports
6. Other

X. COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

1. Planning Commission Meeting
2. Hometown Revitalization Committee: March 8th next meeting, discuss planters & bench locations.
3. Great Western Trail/Park: Position open on GWT board for Town of Eaton board member to be on, starting in April.
4. Northern Front Range-MPO: Weld County in court with EPA concerning re-districting and call of projects.

XI. MAYOR'S COMMENTS

Next board meeting would like council reports in writing, email to Town Clerk by previous Thursday before board meeting.

XII. EXECUTIVE SESSION

1. ~~“An executive session to obtain legal advice pursuant to C.R.S. § 24-6-402(4)(b) related to the 3rd Street water Main break that occurred on April 29, 2021.”~~
2. “An executive session to discuss the Interim Town Administrator’s contract pursuant to C.R.S. § 24-6-402(4)(f).”

Trustee/Mayor Pro Tem Isbell moved to convene into Executive Session to discuss the Interim Town Administrator’s contract pursuant to C.R.S. § 24-6-402(4)(f) at 9:12 p.m., motion carried 6-0.

Mayor Moser reconvened the regular meeting at 9:48 p.m. and stated the only item discussed was what was stated in the motion.

XIII. INFORMATION ITEMS-None

XIV. ADJOURN

Mayor Moser moved to adjourn at 9:50 p.m.

Margaret Jane Winter, Town Clerk