



TOWN BOARD REGULAR MEETING
224 First Street, Eaton, CO
Thursday, June 16, 2022, 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

PRESENT

Mayor Scott Moser

Trustee/Mayor Pro Tem Liz Heid

Trustee Coby Gentry

Trustee Lee Griffith

Trustee Glenn Ledall

Trustee Nina Lewis

Trustee Karla Winter

Staff present: Interim Town Administrator Wesley LaVanchy, Town Attorney Avi Rocklin, Assistant Administrator Greg Brinck, Chief Sturch, Brad Curtis, Northern Engineering and Lauren Richardson and Vince Harris, Baseline Corp.

AGENDA APPROVAL/AMENDMENTS

Motion made by Trustee Ledall, seconded by Trustee/MPT Heid to amend the agenda, motion carried 6-0.

1. Addition: Executive Session, Item 1. An executive session to obtain legal advice pursuant to C.R.S. § 24-6-402(4)(b) relating to the 3rd Street water main break that occurred on April 29, 2021.

PUBLIC HEARING (See exhibit A)

1. Resolution No. 2022-14 - 605 5th Street Variance, CJ Myatt (Owner) – Lauren Richardson and Vince Harris, Baseline Corp. Mayor Moser opened the public hearing at 7:12 p.m. and heard from staff. The applicant, CJ Myatt applied for three variance requests, for the property at 605 5th Street, from the R-2 zoning district to allow the replacement of a 1962 mobile home with a larger updated and safer manufactured home. CJ Myatt spoke on his behalf and answered questions. Having no public comments, the mayor closed the hearing at 7:14 p.m. Based upon findings and analysis presented at this hearing, Trustee Winter made a motion, seconded by Trustee Lewis to approve Resolution No. 2022-14, Approving Variances for Property Located at 605 5th Street, with the four conditions listed. Motion carried 6-0.

SPECIAL PRESENTATIONS

1. Communications Plan and Strategy – Lacey Mays, Slate Communications – The Town Board heard a presentation on three communication strategies; sharing information on a consistent basis, audit and revamp online tools including the website and create more opportunities for residents to engage. Discussed future communication projects as the Town moves forward.
2. Introduction of Library Director, Amber Greene – ITA LaVanchy – ITA LaVanchy introduced the new Library Director, Amber Greene who will begin her position on July 5th. Amber gave a synopsis of her education background and work history. The Town Board welcomed her to the Town Staff.
3. Compensation Study Discussion – CPS HR, Deanna Heyn & Lorna Younger – The Town Board heard the presentation from staff about a process for conducting a compensation study. This study will do a base salary survey with the goals being to identify the labor market, define job descriptions and the structure of the organization, and identify how to achieve competitive salaries and equity within the payment system. The completion of this compensation study will take 12 to 14 weeks.
4. Reporting & Compliance SHO – Jim Goddard, CEO of Senior Housing Options – Jim opened the presentation with the news that he is retiring and Vennita Jenkins will be taking over as the CEO of SHO. Vennita stated that a local person has filled the Office Manager position and has begun training. HUD's report gave grace since there is new management and an extension of a month to make the corrections on the 25-page report to obtain compliance.

CONSENT AGENDA

Motion made by Trustee Lewis, seconded by Trustee Winter to approve the Consent Agenda. Motion carried 6-0.

1. Minutes – May 19, 2022, Regular Board Meeting
2. Ordinance No. 623 – Concerning Water Capacity Fees – Second Reading
3. Resolution 2022-12 – Water System Capacity Fees – Attorney Rocklin
4. Resolution 2022-13 – Amended Consolidated Town Fee Schedule – ATA Brinck

PUBLIC COMMENT*

Mayor Moser opened the floor at 8:01 p.m. for public comment, no public comment, the mayor closed the floor at 8:02 p.m.

OLD BUSINESS

1. Governor's Ranch/Aspen Meadows Non-Potable System – Update - ATA Brinck gave a summary on the timelines of the non-potable irrigation system for Governor's Ranch and Aspen Meadows subdivision. There was another unexpected delay with the delivery of a crucial machine part and then a work crew calling out sick for a week, which caused the start-up of the pump to be June 8th instead of May 27th. The Board discussed the issue, Trustee/MPT Heid moved to rebate one month of Irrigation Fee per resident/commercial in Governor's Ranch and Aspen Meadows, seconded by Trustee Gentry. Motion carried 4-0. Trustee Griffith and Trustee Ledall abstained.

STAFF REPORT(S)

1. Interim Town Administrator – Monthly Report
2. Assistant Administrator – In July, there will be a week of training on the Workflow & Assist Management System and CPS HR assisted in hiring another wastewater operator that will begin on Monday.
3. Police Chief – May 2022 Report & Police Progress and Statistical Summary & Congratulations to the Eaton Baseball Team
4. Town Clerk – Special Events Permits issued for HTRC and Sertoma Club
5. Town Attorney – Xcel Energy update, has had management changes at the higher levels and council is working on a proposal to present in an executive session next month and there has been nothing filed with the court at this time.
6. Finance Director
7. Town Engineer – Roundabout Report

COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

1. Planning Commission Meeting
2. Hometown Revitalization Committee – June 17th there will be a movie in the park, Zoo is the movie.
3. Great Western Trail/Park – Update Report
4. NFRMPO – NFRMPO sent a survey that the staff needs to post on the Town Website.

EXECUTIVE SESSION

Trustee Griffith moved to convene into executive session, seconded by Trustee Winter at 8:23 p.m. Motion carried 6-0.

1. An executive session to obtain legal advice pursuant to C.R.S. § 24-6-402(4)(b) relating to the 3rd Street water main break that occurred on April 29, 2021.

Trustee/MPT Heid moved to exit executive session, seconded by Trustee Winter at 8:45 p.m. Motion carried 6-0.

Mayor Moser reconvened the regular meeting at 8:45 p.m. and stated the only item discussed was 3rd Street water main break.

ADJOURN

Mayor Moser moved to adjourn at 8:45 p.m.

Margaret Jane Winter, Town Clerk