
TOWN BOARD MINUTES

NOVEMBER 18, 2021

6:00 – 6:45 pm Board of Trustees Study Session on Eaton Zoning and Subdivision Code Update.

A regularly scheduled meeting of the Town Board was held on November 18, 2021, at 7:00 p.m. in the Gary Carsten Board Chambers located at 224 First Street.

Mayor Moser requested amendments to the agenda as follows; add 2a. Shelton Fund Request – Historical Society & Museum, move 10. Truck Route Update to 3a. and add 7a. Eaton Municipal Court Schedule of Fines, Costs and Fees. Trustee Lewis moved to accept the amendments to the agenda, seconded by Trustee/MPO Isbell. Motion carried 6-0.

Item 1 – Roll call and Pledge of Allegiance. Those present and answering roll call: Trustees; Heid, Gentry, Ledall, Lewis, Winter, Trustee/Mayor Pro Tem (MPT) Isbell, Mayor Moser, and Attorney Rocklin.

Item 2 – Review of October 21, 2021, Regular Meeting Minutes. Trustee/MPT Isbell moved to approve the October 21, 2021, Regular Meeting Minutes as written, seconded by Trustee Heid. Motion carried 6-0.

Item 2a – Shelton Fund Request – Historical Society & Museum. Dick Leffler discussed the detail of improvements to be done and improvements that are done which should not exceed \$5,600.00. The invoices will be paid through the Shelton Trust Fund. Following discussion, Trustee Ledall moved to approve reimbursement of improvements, up to \$5,600.00, seconded by Trustee Gentry. Motion carried 6-0.

Item 3 – Resolution No. 2021-08 – Ratifying the Appointment of Certain Nominees to the Board of Trustees of the High Plains Library District – Joyce Smock. The board examined Joyce Smock's HPLD Application and with no further discussions, Trustee Lewis moved to approve Resolution No. 2021-08, a Resolution Ratifying the Appointment of Certain Nominees to the Board of Trustees of the High Plains Library District – Joyce Smock, seconded by Trustee/MPT Isbell. Motion carried 6-0.

Item 3a – Truck Route Update – Brad Curtis, Northern Engineering. Lori Clark, Northern Engineering presented the Truck Route Update for the absent Brad Curtis. The purpose of this analysis is to identify options that will redirect the truck route that currently bisects the Town of Eaton on CR74/Collins Street, identified for both the Town of Eaton and Weld County. Four options were presented, and the board agreed upon the following modified Option 2; east bound on CR 74, turn left onto CR 33, proceed north to CR 76, turn right onto CR 76 and proceed east to HWY 85, turn right onto HWY 85, proceed south to S Collins Street/CR 74 and turn left to proceed east. The next step will be a presentation of the selected truck route option to Weld County for a coordinated effort of change.

Item 4 – Resolution No. 2021-09 – Increase Water Rates 2022. TAI LaVanchy stated that this resolution is tied to the budget discussions that the board has been interacting with for the past few months. The contracted Stantec Consulting Services, Inc., presented a Water Rate Study 2021 Update which recommends an increase to the Town's water rates for the 2022 calendar year by ten percent (10%), to meet the anticipated costs and expenses associated with the operation and maintenance of the Town's Water system. Trustee Winter moved to approve Resolution No. 2021-09, a Resolution Increasing Water Rates for the 2022 Calendar Year, seconded by Trustee Ledall. Motion carried 6-0.

Item 5 – Resolution No. 2021-10 – Increase Non-Potable Water Rates 2022. TAI LaVanchy stated that this resolution is also tied to the budget discussions, based on increased costs and expenses related to the operation and maintenance of the non-potable water system including, but not limited to, the cost of replacing a well during the 2021 calendar year in the approximate amount of \$110,000.00, it is recommended by staff to increase the rate by \$4.70 per month which is based on residential lot size. Following discussion, Trustee Winter moved to approve Resolution No. 2021-10, a Resolution Increasing Non-Potable Water Rates for the 2022 Calendar Year, seconded by Trustee Heid. Motion carried 6-0.

Item 6 – Resolution No. 2021-11 – Increase Cemetery Fees 2022. TAI LaVanchy stated that this resolution reflects the adjustment of fees according to the contracted Stantec Consulting Services, Inc., which presented its recommendation from the 2021 Cemetery Fee Study to increase the Cemetery Fees beginning of the 2022 calendar year to meet the anticipated costs and expenses associated with the operation, maintenance, and growth of the Eaton Cemetery. Following discussion, Trustee/MPT Isbell moved to approve Resolution No. 2021-11, a Resolution Increasing Eaton Cemetery Fees as of 2022, seconded by Trustee Lewis. Motion carried 6-0.

Item 7 – Resolution No. 2021-12 – Adopting a Consolidated Town Fee Schedule. TAI LaVanchy stated that this resolution reflects the Waste Management fee increase that was tied to the budget sessions. There was a 2020 CPI increase of 2.9%, which is \$.55 and Recycling Adjustment of \$.53, for a total of \$1.08 and a 2021 CPI increase of 3%, which is \$.60 for a total increase of \$1.68. Attorney Rocklin added that the consolidated fee schedule is for the public, easier access to the fees and easier to modify the schedule in the future. The fee schedule also contains the Surcharges and Court Costs. Following discussion, Trustee/MPT Isbell moved to approve Resolution No. 2021-12, Adopting a Consolidated Town Fee Schedule, seconded by Trustee Gentry. Motion carried 6-0.

Item 7a – Eaton Municipal Court Schedule of Fines, Costs and Fees. Attorney Rocklin stated that fees differ from fines, a fine is imposed by municipal court and fees are adopted by the board. The Municipal Judge Ablao has put together this modified fine schedule based on confirmation with Chief Sturch. Following discussion, Trustee Ledall moved to approve Eaton Municipal Court Schedule of Fines, Cost and Fees, seconded by Trustee Heid. Motion carried 6-0.

Item 8 – 509 Maple Avenue Minor Subdivision (Lot Split) Land Use Hearing Request for BOT Action – Alyssa Rivas, Baseline Corp. Mayor Moser stated that this Minor Subdivision is a Public Hearing and opened the floor. Alyssa Rivas with Baseline gave a presentation for a Minor Subdivision to allow a Lot Split on a 13,508 square-foot property at 509 Maple Avenue, to create two properties, Mark Morrison is the applicant. Following the presentation, Mayor Moser called for public statements, as there was none, the floor was closed. Following discussion, Trustee Winter moved to approve Resolution No. 2021-13, Approving the Final Plat for 509 Maple Avenue, being a Replat of a Portion of Lot 20 and all of Lots 21-23, Block 1, North Side Addition, Situated in the Northwest Quarter of Section 31, Township 7 North, Range 65 West of the 6th P.M., Town of Eaton, County of Weld, State of Colorado, Containing 13,508 Square Feet, seconded by Trustee/MPT Isbell. Motion carried 6-0.

Item 9 – Roundabout Change Order 3 to Client Agreement – Town Administrator Interim (TAI) LaVanchy and Vince Harris, Baseline Corporation. TAI LaVanchy stated that there are additional funds being requested by Baseline for the Roundabout Intersection of CR 74/Collins Street and CR 35/Fall Line Road regarding drainage on the surface and the existing designed storm sewer lines. Vince Harris stated that in working with the Weld County staff with updated drainage calculations, drainage plan updates and EPA SWMM (Storm Water Management Model) to satisfy Weld County, this plan has gone far more than the original scope and the usual and typical modeling needs for the intersection. There are Town commitments to provide improvements to the two farm properties west of the intersection since their current access points become traffic issues and were not in the original scope and effort. These all add up with additional time, effort, and dollars to resolve and be able to move forward with final design plans that can be used for construction of the roundabout. Baseline requested a change order in the amount of \$19,062.00 to cover the additional efforts and cost to produce the design changes. Following discussion, Trustee Lewis moved to approve the Roundabout Change Order 3 to Client Agreement, seconded by Trustee Ledall. Motion carried 6-0.

Item 10 – Public Comment. * Mayor Moser opened the floor for public comment. Brad Leafgren of 970 Hawkridge Court approached the board to inquire about the Town’s position on a public utility/ Xcel Energy transmission line that is about 16 miles long from northwest Ault to northeast Greeley. Mayor Moser then interjected that there will be a public hearing coming up to the board about this issue but for now, the board has no position at this time. Attorney Rocklin then directed the proper procedure and strongly encourages that public can come to the public hearing when it is set. Mr. Leafgren stated that he is concerned because this is a significant project that bisects the Town, a growing, thriving Town. As there were no further comments, Mayor Moser closed public comments.

Item 11 – Staff Reports.

- ◆ Financial Director Smith: 1) General Ledger. 2) Holiday Get Together.
- ◆ TAI LaVanchy: 1) Staff Report handout. 2) NWCWD 3) NISP
- ◆ Assistant Town Manager Brinck: 1) Parklet Construction.
- ◆ Attorney Rocklin: 1) Swabb Co. Settlement.
- ◆ Chief Sturch: 1) DA cleared officers. 2) Thanked Steve Reams of the Weld County Sheriff’s Department. 3) Toy & Coat Drive. 4) Bank of CO Giving Tree. 5) Hiring.
- ◆ Trustee Heid: 1) GWT-last 1.5 miles to complete.
- ◆ Trustee/MPT Isbell: 1) MPO, Greenhouse Gas Emission Standards Hearing 2) HTR, Parklet furniture. 3) Shop Small Businesses on 11/27/21, 10 am to 5 pm with Christmas Tree lighting in Town Square to 5:30 pm.

Item 12 – Adjourn. Mayor Moser moved to adjourn at 8:35 p.m.

Margaret Jane Winter, Town Clerk

* If you have public comment but are not comfortable attending in person due to COVID-19, please send the comments to wesley@eatonco.org by noon the day of the meeting and the comment will be read into the record or otherwise shared with the Board during the meeting.