



TOWN BOARD REGULAR MEETING
224 First Street, Eaton, CO
Thursday, September 15, 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

BOARD PRESENT Mayor Scott Moser Mayor Pro Tem Liz Heid Trustee Lee Griffith
Trustee Karla Winter Trustee Nina Lewis

BOARD ABSENT Trustee Coby Gentry Trustee Glenn Ledall

STAFF PRESENT: Interim Town Administrator Wesley LaVanchy, Town Attorney Avi Rocklin, Assistant Administrator Greg Brinck, Financial Director Faith Smith, Corporal Dwain Allen, and Northern Engineering Brad Curtis

AGENDA AMENDED AND APPROVED

Motion made by Mayor Pro Tem Heid, seconded by Trustee Lewis to approve the Board Agenda with an amendment to the Consent Agenda, number six, remove Natasha Miller as a Letter of Interest for Appointment. Motion carried with a unanimous vote.

PROCLAMATION

1. Suicide Awareness and Prevention Month, September 2022 – Roy True, Kyle Holman and Jim Riesberg of North Range - The Board of Trustees read aloud the proclamation and Mayor Moser proclaimed the month of September 2022, Suicide Awareness and Prevention Month.

PUBLIC COMMENT*

Mayor Moser opened the floor at 7:09 p.m. for public comment. Having no public comment, the floor was closed at 7:09 p.m.

CONSENT AGENDA

Motion made by Trustee Lewis, seconded by Trustee Winter to approve the Consent Agenda. Motion carried with a unanimous vote.

2. Minutes – August 18, 2022, Regular Board Meeting
3. Accounts Payable Invoice History Report – August 2022
4. Second Reading – Ordinance No. 624 – Amending Section 2-2-2 of Eaton Municipal Code Concerning Meeting Procedures
5. Second Reading – Ordinance No. 625 – ALLO Franchise Agreement
6. Hometown Committee Appointment for One Position – Letter of Interest from Dawn Hass
7. Resolution 2022-20 – Municipal Records Retention Schedule

SPECIAL PRESENTATIONS

8. Draft Ordinance No. 626 – Adopt International Fire Code, 2018 Edition – Fire Inspector Thea Lucht stated that the last code update was in 2005. The fire district wants to stay in line with ProCode and Weld County which uses the 2018 Edition. The Board of Directors of the Eaton Fire Protection District did adopt the 2018 Edition with local amendments on August 16, 2022. By updating this IFC to this edition, it will help the fire protection district with prevention efforts with the purpose of establishing codes and standards to protect life, health, property, security, and welfare of inhabitants of the Eaton Fire Protection District.

- a. Motion made by Mayor Pro Tem Heid, seconded by Trustee Winter to set a public hearing date for October 20, 2022, for Ordinance No. 626 – Adopt International Fire Code, 2018 Edition. Motion carried with a unanimous vote.

SPECIAL PRESENTATIONS CONTINUED

9. Magellan Community Survey – Director of Data Analysis, Ryan Winger stated that the survey ran from August 5th to September 13th and received 673 responses. The objectives of this community survey were to measure and understand Eaton residents’ thoughts and opinions of town services, programs, priorities, and quality of life aspects. The survey established opinion benchmarks of the performance of town services and amenities.

10. 2023 Budget Update – Financial Director, Faith Smith provided an update on the 2023 Budget to the Town Board. Staff continues to monitor 2022 expenditures for yearend estimates and gather details for proposed budget request to create the final budget proposal for the Board’s consideration. The town sales tax is trending upward from the previous year while expenses have also increased.

NEW BUSINESS

11. Resolution 2022-21 - Water Master Plan – Northern Engineering Services, Brad Curtis provided the final Water Master Plan which outlines projections from five to twenty years, to provide guidance to the town with information to make sound decisions related to the Town’s water portfolio. Motion was made by Mayor Pro Tem Heid, seconded by Trustee Griffith to approve Resolution 2022-21- Adopting Town of Eaton Water Master Plan. Motion carried with a unanimous vote.

12. Resolution 2022-22 – Wastewater Master Plan First Reading - Northern Engineering Services, Brad Curtis provided the final Wastewater Master Plan. This plan will be reviewed by North Front Range agency, an agency that is over all sewer districts. This Wastewater Master Plan will provide guidance to the town with information to make sound decisions related to the Town’s wastewater portfolio. Motion was made by Trustee Lewis, seconded by Mayor Pro Tem Heid to approve Resolution 2022-22 – Adopting Town of Eaton Wastewater Master Plan. Motion carried with a unanimous vote.

13. Solids Handling Alternatives Analysis – Northern Engineering Services, Brad Curtis provided a solids handling alternative analysis for the Eaton Wastewater Treatment Facility (EWWTF). The memorandum provided alternatives and a recommendation to address the current issues with the dewatering system. Plans for future growth and development through 2040 will be addressed in the 2022 Wastewater Master Plan. The recommended alternative is to purchase or lease a screw press from McDonald’s Farms due to the significantly shorter lead time. The shorter lead time would save \$257,000 in liquid sludge disposal. Superintendent Juan Romero added that the biproduct from the treatment process to disposal is safer to handle in a cake form which is what the screw press will produce and comply with our Class B License. Motion was made by Trustee Winter, seconded by Mayor Pro Tem Heid to accept staff recommendation for the solids handling which is 1C – purchase or lease the screw press from McDonald’s Farms. Motion carried with a unanimous vote.

STAFF REPORT(S)

14. Interim Town Administrator – Monthly Report; next Thursday is the board retreat; staff recommends moving the December Board Meeting from the third week to a standing second week of December due to the certification of the mill levy which is due by the 15th of December each year and needs board approval, the board agreed to move the December meeting to the second week from now on; staff recommends that presentations be done as a work session before the board meeting, this recommendation will be discussed at the board retreat; and Eric Reckentine of NWCWD entered into a contract with Garney Construction for the NEWT III Pipeline project beginning November 2022 and complete May 2024.

15. Assistant Town Administrator – Public Works part time labor is done for the year; parklet has tables and umbrellas for usage; utility billing practices included a snowbird status but there has not been a board approved policy for this practice, a cease letter of snowbird status will be mailed to each participant; next Friday is the employee staff picnic with board and commissioners.

16. Police Chief was absent – Stand in Corporal Allen reviewed the August 2022 Report & Police Progress and Statistical Summary.

17. Town Clerk - None

18. Town Attorney - None

19. Finance Director – No Treasurer’s report with final numbers for August yet, having technical issues.

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COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

20. Planning Commission Meeting - None

21. Hometown Revitalization Committee - None

22. Great Western Trail/Park – There will be a budget increase of \$2,500 to \$5,000 to municipalities for the year of 2023.

23. Northern Front Range/MPO - None

MAYOR'S COMMENT

Is there a plan for lighting at the roundabout? Brad Curtis responded that the EATON signs will be lit up. Mayor commented that at the open house for the high school, he had great comments about the roundabout from residents. Discussion also continued about the cross walks at the roundabout, making a 4-way stop at Third Street and Cherry Avenue, turn lane off CR 35 onto Third Street, and cars parked on CR 35 by the Town Homes.

EXECUTIVE SESSION

Mayor Pro Tem Heid moved to convene into executive session, to obtain legal advice pursuant to C.R.S. § 24-6-402(4)(b) concerning the Town of Eaton's Waste Services Agreement with Waste Management of Colorado, Inc, seconded by Trustee Winter at 9:13 p.m. Motion carried unanimously.

24. An executive session to obtain legal advice pursuant to C.R.S. § 24-6-402(4)(b) concerning the Town of Eaton's Waste Services Agreement with Waste Management of Colorado, Inc.

Trustee Griffith made a motion to exit executive session, seconded by Trustee Lewis at 9:30 p.m. Motion carried unanimously.

Mayor Moser reconvened the regular meeting at 9:30 p.m. and stated that the board made no decisions during executive session.

ADJOURN

Mayor Moser moved to adjourn at 9:30 p.m.

Margaret Jane Winter, Town Clerk