



TOWN BOARD REGULAR MEETING
224 First Street, Eaton, CO
Thursday, February 15, 2024, 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
	Mayor Pro Tem Liz Heid	Trustee Karla Winter	Trustee Lee Griffith

BOARD ABSENT Trustee Glenn Ledall

STAFF PRESENT: Town Administrator - Wesley LaVanchy, Town Attorney - Avi Rocklin (Virtual), Assistant Town Administrator - Greg Brinck, Finance Director - Faith Smith, Police Chief – Kevin Sturch, and Northern Engineering – Brad Curtis

AGENDA APPROVAL / AMENDMENT(S)

Mayor Pro Tem Heid moved to approve the agenda as is.

Trustee Lewis seconded, and the motion passed, unanimously 5-0.

STAFF RECOGNITION

1. Sgt. Pettit – Eaton Police Department

Chief Sturch expressed his appreciation for Sergeant Brian Pettit. He came from State Patrol and has become a well-rounded officer for the Town, he came in with the vision of honesty, integrity, and community. Sturch presented Sgt. Pettit with the First Annual Chief's Award, Sgt. Pettit has gone beyond in his role as an Eaton Police Officer.

PUBLIC COMMENT

Mayor Moser opened the floor for public comment at 7:04 p.m.

Lori Garcia Sander, 20 S Cheyenne Avenue, approached the board to introduce herself and gave a synopsis about running for State House Seat HD 65. If you would like to read about Lori Garcia Sander, please go to: www.garciasanderforhouse.com

Mayor Moser closed the floor for public comment at 7:07 p.m. as there were no other comments.

CONSENT AGENDA

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| 2. Minutes – January 18, 2024, BOT Regular Board Meeting | 3. A/P Invoice History Report – January 2024 |
| 4. Financial Statements – December 2023 | 5. Treasurer Report – December 2023 |
| 6. Resolution No. 2024-04, Canceling the Town of Eaton Municipal Election Scheduled for April 2, 2024 | |

Mayor Pro Tem Heid moved to approve the Consent Agenda.

Trustee Griffith seconded, and the motion passed, unanimously 5-0.

NEW BUSINESS

7. Ordinance No. 640, Chapter IX Water and Sewer

Greg Brinck, Assistant Town Administrator Ordinance No. 640. This ordinance will clean up the utility sections in the code. Actual fees have been removed and an insert was added that fees will be approved by resolution. The cost structure of meter tap fees has been simplified and redefined. Clarifying, when a nonpotable water system is installed, no person shall use potable water for lot irrigation unless otherwise permitted by the Town. Adding a late fee on all utility fee billings on delinquent payments. Changing the word Water Works Fund to Water Fund.

Trustee Lewis moved to approve Ordinance No. 640, An Ordinance Amending Chapter IX and Section I of Article XII of the Eaton Municipal Code Concerning Respectively Water and Sewer Service and Rates and Refuse Collection and Rates.

Trustee Griffith seconded, and the motion passed, unanimously 5-0.

8. Resolution No. 2024-05, Water Sewer Nonpotable Rate Fees

Greg Brinck, Assistant Town Administrator stated that Resolution No. 2024-05 addresses the utility rates and fees based on the Raftelis Financial Consultants, Inc., comprehensive rate study. Raftelis has recommended that the Town increase its water, sewer and nonpotable water rates, increase its water tap fees and consider imposition of late fee to be imposed on delinquent utility bills. Increasing the rates and fees is to meet the anticipated costs and expenses associated with the operation and maintenance and capital needs of the Town's water, sewer, and nonpotable water systems. This resolution will be effective on April 1, 2024.

Mayor Pro Tem Heid moved to approve Resolution No. 2024-05, a Resolution Increasing Water Rates, Sewer Rates and Nonpotable Water Rates; Increasing Water Tap Fees; Setting Fourth Sewer Tap Fees; and Imposing a Late Fee Upon Delinquent Utility Bill Payments.

Trustee Lewis seconded, and the motion passed, unanimously 5-0.

9. CDBG ADA Ramp – Phase I Award

Brad Curtis, Northern Engineering stated that this project represents Phase I and consists of the following removal; existing curb, gutter, and sidewalk. The replacement will consist of concrete ADA Ramps at 37 intersection corners as shown in the attached exhibit. Funding is provided through the Community Development Block Grant (CDBG) program. The project was posted on January 16, 2024, through BIDNet. Thirteen companies attended the Prebid Meeting held on January 25, 2024. Bids were received February 6, 2024, until 2:00 pm. NorthStar Concrete's bid amount of \$228,443 with a corrected bid amount of \$227,723.00 is being recommended to Staff. The bids were evaluated on fairness, accuracy, and completeness of the submittal, experience, understanding of the project, schedule, and cost.

Trustee Griffith moved to approve and accept NorthStar Concrete to construct the CDBG ADA Ramps for Phase I for a Base Bid of \$227,723.00.

Trustee Winter seconded, and the motion passed, unanimously 5-0.

STAFF REPORT(S)

10. February Staff Report

11. Board Retreat

Wesley LaVanchy, Town Administrator inquired about a timeline that would work for a Board Retreat. The board response was to look at the week of June 18-21 while at the CML Conference in Loveland and move the Town Board Meeting from June 20th to June 13th. An alternative date for the retreat is the end of May.

COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

12. Planning Commission Meeting – Trustee Winter - No meeting was held in February.

13. Hometown Revitalization Committee – Mayor Pro Tem Heid – Hometown Revitalization had two community meetings with feedback on what a DDA is and how to move forward. Attended a CML Workshop about ADU Policies with breakout sessions on Accessory Dwelling Units and the Housing and Affordability Bill 2.0.

14. Great Western Trail/Park – Trustee Griffith – 1) Grand opening event on April 20, 2024 with a three-part race starting in Severance. They are selling mile markers at \$500 apiece for the trail.

15. Northern Front Range/MPO – Mayor Pro Tem Heid reported that they are working on a replacement for the director that is retiring.

MAYOR PRO TEM COMMENTS – No Comments

EXECUTIVE SESSION

Trustee Griffith made a motion to move into an Executive Session to develop a strategy and direct negotiators with respect to a potential agreement with the Fort Collins-Loveland Water District pursuant to C.R.S. § 24-6-402(4)(e), at 7:55 p.m.

Mayor Pro Tem Heid seconded, and the motion passed 5-0.

16. An executive session to develop a strategy and direct negotiators with respect to a potential agreement with the Fort Collins-Loveland Water District pursuant to C.R.S. § 24-6-402(4)(e).

Mayor Moser stated that the board is moving out of the executive session and there were no decisions made and no other topics were discussed, 8:26 p.m.

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ADJOURN

Mayor Moser adjourned the February 15, 2024, Board of Trustees Regular Meeting at 8:26 p.m.

Margaret Jane Winter Town Clerk