

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
MILLIKEN MEETING HOUSE, 1201 BROAD STREET**

MEETING MINUTES

Wednesday, February 10, 2016

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, February 10, 2016 at 7:00 P.M. Those present: Mayor Milt Tokunaga, Mayor Pro Tem Linda Measner Trustees: Linda Beck, LeRon Ehrlich, Jordan Jemiola, Ken Kidd and Lois Ann Onorato. Also Present: Town Administrator Kent Brown, Town Clerk Cheryl Powell, Community Development Director Martha Perkins, Community Engagement Specialist/Planner Seth Hyberger and Finance Director Jennifer Nash and Town Attorney Linda Michow. Absent: Parks Director Josh Roseberry and Public Works Director Bill Landwehr.

Pledge of Allegiance

Mayor Tokunaga called the meeting to order.

Roll Call

Trustee's: Ehrlich, Onorato, Jemiola, Beck and Kidd, Mayor Pro Tem Measner and Mayor Tokunaga.

Agenda Approval

Mayor Tokunaga would like to add an item to the Informational Agenda.

Citizen Comments

None.

Minutes of Previous Meeting

January 27, 2016

Minutes approved as distributed.

CONSENT AGENDA

1. Renewal of Beer and Wine Liquor License for the Mad Russian Cafe

Katherine Ehrlich has submitted the Renewal Application for the Mad Russian Café, LLC and paid the required fees to renew the Beer and Wine Liquor License for the period of March 24, 2016 until March 24, 2017.

Cheryl Powell, Town Clerk

Trustee Ehrlich recused himself from this item.

Trustee Jemiola moved to approve the Consent Agenda. Mayor Pro Tem Measner seconded.

Discussion: None.

Vote: All in favor, none opposed. There were not any items.

ACTION AGENDA

1. Public Hearing and Consideration and Approval of Resolution 16-03, "A Resolution Adopting a Master Plan, "Envision Milliken:"

Public Hearing opened at: 7:03 P.M.

Community Development Director Martha Perkins asked the Town Board for consideration and approval of Resolution 16-03, " A Resolution Adopting a Master Plan, "Envision Milliken; An Update to the Town of Milliken's 2016 Comprehensive Plan and Disaster Resiliency Update". This Resolution was passed by the Planning and Zoning Commission at their meeting on February 3, 2016.

Director Perkins informed the Town Board that a member from Clarion and Associates was present to answer any questions.

Mayor Tokunaga commented that this Plan is more applicable to the Town of Milliken than past Plans.

Mr. Tom Farmer asked what Disaster Resiliency is. Seth Hyberger responded that disaster resiliency is for a community to bend, but not break when facing a disaster situation. It also applies to communities having the ability to respond more quickly to hazard events and restoring critical services in an expedient manner.

Mr. Reid Hobler, 800 Mill Iron Rd. asked about the increase in the size of Milliken's Enterprise Zone. Mayor Tokunaga explained that the Enterprise Zone was expanded by the state. It's advantageous to the Town to expand this zone to entice any commercial or industrial user. Mr. Hobler wanted to be sure it didn't change the zoning of the existing properties. The Mayor responded it does not.

Public Hearing closed at: 7:11 P.M.

Trustee Jemiola moved that after reviewing the draft 2016 Town of Milliken's Comprehensive Plan approves Resolution 16-03, a Resolution adopting a Master Plan, "Envision Milliken: An Update to the Town of Milliken's 2016 Comprehensive Plan and Disaster Resiliency Update" for the Town of Milliken, Weld County, Colorado. Trustee Onorato seconded.

Discussion: None.

Vote: All in favor, none opposed.

2. Continuation of a Public Hearing for the Review and Possible Approval of Ordinance 723, Concerning Home Occupations

Public Hearing opened at: 7:12 P.M.

Director Perkins asked the Town Board to continue the public hearing to a time and date certain for Ordinance 723, An Ordinance of the Town of Milliken amending Sections 16-1-150 and 16-3-620 of Chapter 16, of the Milliken Municipal Code concerning Home Occupations. The Planning & Zoning Commission requested a continuation at their meeting on February 3, 2016 to February 17, 2016, to allow them more time to review the proposed text changes. They are concerned about restricting Home Occupations too much. They would like to have residents register and allow them to operate as long it doesn't change the residential character of the neighborhood. Director Perkins advised to continue this meeting until March 9th.

Trustee Jemiola does not want to stifle residents from having businesses as long as the neighborhood character is not impacted. He suggested to perhaps get hold of those residents that have been denied a business license in the past. He also suggested hosting a meeting with some of these business owners or those who would like to have a business sometime during an evening. He is also concerned about the 30% use of the home for the business. Director Perkins explained that the idea is to have the primary use of the home as a residence. Perkins did say that this percentage is difficult to monitor. Mayor Pro Tem Measner responded that perhaps this language should be removed if the Town cannot enforce this.

Mr. Reid Hobler, 800 Mill Iron Rd., asked what the differences are between the current Code and this suggested Code. Trustee Kidd would like some of the sections of this Code along with their definitions to coincide with other areas of the Town's Code.

Discussion among the Board was in regard to noise and what determines if it is too loud. Mr. Jared Tucker explained that in other municipalities it is monitored by decibel level with a decibel meter. Currently the Town Code does not have decibel levels included.

Public Hearing closed at: 7:28

Trustee Ehrlich moved to continue the public hearing to 7:00 pm on March 9, 2016 to consider the adoption of Ordinance 723, an Ordinance of the Town of Milliken amending Sections 16-1-150 and 16-3-620 of Chapter 16, of the Milliken Municipal Code concerning Home Occupations, in Weld County, Colorado. Mayor Pro Tem Measner seconded.

Discussion: None.

Vote: All in favor, none opposed. Motion carried.

3. Consideration and Approval of Authorizing the Town Administrator to Sign the Contract to hire a Consultant for the Development of a Relocation Plan

Community Engagement Specialist/Planner Seth Hyberger asked the Town Board to authorize the Town Administrator to sign the contract for the development of a Relocation Plan and provide relocation services for the four (4) households currently residing in the Mobile Home Park located at 106 Josephine Avenue and owned by the Martin Family Trust. The development of the Relocation Plan is being required as a precursor to the Town acquiring the Mobile Home Park as part of a FEMA Property Acquisition Project. Once the relocation plan is approved by FEMA, the same firm shall be retained to provide household relocation services for Phase 2. This needs to be submitted to the state by April, 2016.

Trustee Ehrlich asked if this property can be used as a parking lot once the Town acquires it. Hyberger responded yes. Mayor Pro Tem Measner asked if these mobile homes are owned by individuals or are the rented. Hyberger responded that they are rented.

Mr. Tom Farmer, 100 N. Norma, asked what the cost of the Plan is. Hyberger explained the cost is \$3,600, which a portion of it is covered by FEMA and the State.

Mayor Pro Tem Measner moved to approve the contract with Universal Field Services for professional services to develop a Relocation Plan and act as the relocation specialist pending FEMA Phase 2 approval for the four households residing at the Mobile Home Park located at 106 Josephine Avenue and authorize the Town Administrator to sign the contract. Trustee Onorato seconded.

Discussion: None

Vote: All in favor, none opposed.

DISCUSSION AGENDA

There were not any items.

INFORMATIONAL AGENDA

1. Restructure of Attorney Michows Law Firm

Attorney Michow explained that the law firm she is with is realigning into two law firms. She along with Tim Cox and Marcus McAskin and Kathie Guckenberger will be practicing at a firm known as Michow Cox & McAskin, LLP. Robert Widner, Maureen Juran and Jill Hassman will be practicing at a firm known as Widner Juran LLP. This change will occur on March 1, 2016.

Summary of Meeting (Review of Action Items, Staff Assignments & Schedule)

Adjournment

Hearing no further business, the Mayor adjourned the meeting at 7:40 P.M.

Prepared by:

Approved by:

Cheryl L. Powell, Town Clerk

Milt Tokunaga, Mayor