

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

MEETING MINUTES

Wednesday, July 13, 2016

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, July 13, 2016 at 7:00 P.M. Those present: Mayor Beau Woodcock, Mayor Pro Tem Linda Measner. Trustees: Elizabeth Austin, Katy Burack, LeRon Ehrlich, Nick Ehrlich and Ken Kidd. Also Present: Town Administrator Kent Brown, Town Clerk Cheryl Powell, Community Development Director Martha Perkins, Public Works Director Bill Landwehr, Community Engagement Specialist/Planner Seth Hyberger and Town Attorney Linda Michow. Absent: Parks Director Josh Roseberry and Accounting Technician Courtney Diller

Pledge of Allegiance

Mayor Woodcock called the meeting to order.

Roll Call

Trustee's: Austin, L. Ehrlich, Burack, N. Ehrlich and Kidd, Mayor Pro Tem Measner and Mayor Woodcock.

Agenda Approval

Staff had no changes to the Agenda. Mayor Pro Tem Measner requested an Executive Session following the Discussion in Agenda. Mayor requested that Consent Item #1 be moved to the Action Agenda.

Trustee LeRon Ehrlich motioned to approve the agenda. Trustee Austin seconded.

All in favor, none opposed.

Citizen Comments

Lynette Kilpatrick, who resides at 20487 WCR 33 LaSalle, is running for Weld County Commissioner in District 3. She is visiting different communities and introducing herself. She is interested in what is occurring in different communities. She provided the Town Board and audience with her background.

Dennis Griffith who runs the Young Peoples Learning Center in Milliken has announced that he and his wife are leaving the Center. He has been investigating having someone take over the Center. The basic reason for them leaving has to do with his lease and landlord. He stated there has not been cooperation on behalf of the landlord.

Trustee Austin asked if he would be interested in leasing another property in Town if it was available. Mr. Griffith stated that it would be very difficult to do because of the licensing and state requirements.

Mayor Woodcock indicated that this will create a huge void in the Community, since many families utilize the services at the Center and the after school program that it offers.

Donna Granber who has utilized the Young Peoples Learning Center for daycare voiced her concern about finding proper care for her child.

Vickie Barren the Director of Young Peoples Learning Center spoke about the difficulty for families within the Milliken and Johnstown communities. She has made calls regarding resources for families who are desperately in need of Childcare. She has spoken to many families who are extremely worried.

Trustee Burack responded that there is care available at ABC which is held at Letford Elementary in Johnstown and the Boys and Girls Club in Milliken for parents to look into childcare.

Minutes of Previous Meeting

- June 29, 2016

Minutes approved as distributed.

Mayor Pro Tem Measner motioned to approve the minutes as distributed. Trustee Austin seconded.

All in favor, none opposed.

CONSENT AGENDA

1. Frank Farms, LLC Water Lease

To review and consider for approval a lease of 1.0 share of GLIC, 5.0 shares of Seven Lakes and .50 rights of Lake Loveland water that the Town has rights to.

2. Lease Termination with Colorado Greenbelt

To terminate the current Lease for the Town's Tree Limb Diversion Center. Staff will be bringing the Town Board a proposed Lease Agreement with the Tree Guys at an upcoming meeting.

Trustee LeRon Ehrlich moved to approve the Consent Agenda. Trustee Austin seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes. Motion carried.

ACTION AGENDA

1. Consideration and Approval of Resolution 16-15, Colorado Transportation Alternative Program Sponsorship

Community Engagement Specialist/Planner asked the Town Board to approve the sponsorship for the South HWY 60, West Alice Avenue, and the Inez Boulevard Pedestrian Railroad Crossings & Trail Improvements Project. This project was listed as three (3) trail segments in the Town's Trail & Sidewalk Gap Analysis that was completed and approved by the Town Board in 2015. The total cost for the project is \$547,093. The Town's local share for the project application will be \$109,419 or 20% of the total project costs. Hyberger handed out a printout depicting the crossings on different streets within Town. Hyberger explained the processes that need to take place with the railroad and with the Colorado Department of Transportation (CDOT) in receiving the permitting for this project.

Mayor Pro Tem Measner asked if this grant is like the Safe Routes to School Grant Program. Hyberger explained yes.

Mayor Pro Tem Measner asked if there is money available in the budget. Administrator Brown explained that this funding would not take place this year, it would be included in the next year's budget.

Trustee Kidd explained his conversations with Union Pacific approximately eight (8) years ago and it took him six months to get a hold of anyone. He informed the Town Board the crossing on Alice will be easier since it has the concrete apron. The crossing on Broad will be more involved.

Trustee Nick Ehrlich asked if there is a safety concern having pedestrian crossings on the railroad. Hyberger explained that currently there is a dirt path on Alice that is being utilized to cross over to Traders Junction.

Trustee Austin motioned to approve Resolution 16-15 authorizing the Town to apply for funding to the State of Colorado Alternatives Program for the South HWY 60, West Alice Avenue and Inez Boulevard Pedestrian Railroad Crossings & Trail Improvements Project. The three trail segments once complete will help mitigate the Union Pacific rail line from being a safety hazard along HWY 60, West Alice, and Inez Boulevard for children, families, and persons with disabilities that are biking or walking from Milliken Middle School and Milliken Elementary School to the Milliken Field House. The project will also increase trail interconnectivity between central and east Milliken as well. Trustee Burack seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes. Motion carried.

2. Resolution 16-14, Fireworks at the Town of Milliken’s Annual Beef ‘N Bean Day Celebration

Trustee Austin recused herself from the discussion and vote.
Mayor Woodcock recused himself from the discussion and vote.

Kathy Woodcock, who resides at 302 S. Pauline Avenue in Milliken, is a member on the Milliken Events Committee asked the Town Board to approve Resolution 16-14 for the Use of Fireworks for the Town’s Annual Celebration event August 13, 2016.

Trustee LeRon Ehrlich moved to approve Resolution 16-14. Trustee Kidd seconded

Roll Call Vote: Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Trustee Kidd – yes. Motion carried.

DISCUSSION AGENDA

1. Mad Russian Lift Station and East Interceptor Sewer to Headworks Building Projects

Brad Simmons who is with the Town’s contract engineering firm Lamp Rynearson spoke to the Town Board about the Mad Russian Lift Station project and presented a Power Point presentation and handout outlining the project. He explained that the Lift Station was constructed in 1981 by the developer of the Mad Russian Subdivision and the Station did not receive the proper approval from the State. He explained the process to put the Lift Station into Regulatory Compliance.

Brad Simmons who is with the Town's contract engineering firm Lamp Rynearson spoke to the Town Board about the East Interceptor Sewer to Headworks Building project and presented a Power Point presentation and handout outlining the project. Simmons explained that any sewer line with an internal pipe diameter equal to or greater than 24 inches needs site location and design approval by the Water Quality Control Division. He stated that the Town is installing a new 30" line from County Road 46 to Dawner Lane that is approximately 2,300 feet long, but there is also an existing 30" sewer line from Highway 60 to the Headworks Building that is approximately 2,200 feet long and was most likely installed in 2001.

Mayor Pro Tem Measner asked about the costs for bringing these systems into compliance.

Brad Simmons broke down the approximate costs per project. The Mad Russian Lift Station will cost approximately \$21,500 for design criteria, application, etc. and the Sewer Interceptor will cost approximately \$9,915 for site design and application.

Frank Farms property sewer per agreement. Brad Simmons explained the agreement with the Franks pertaining to a sewer tie in and where the tie in would occur. It's approximately 400 feet of sewer line.

Trustee Nick Ehrlich asked why the Town is installing this sewer line. Brown explained that this was part of the agreement with the Franks. Brown will investigate the document.

Mayor Pro Tem Measner explained that at one time the Mad Russian residents paid an additional monthly amount on their utility bill for the Lift Station.

2. Surface Water Source Feasibility Study

Town Administrator Kent Brown presented and reviewed the outline of the Surface Water Source Feasibility Study that had been given to him by Mark Dahm with FEI Engineers. The fee for the study will be approximately \$50,000.

Brown explained that the expense is significant. Mayor Pro Tem Measner explained that the cost of this project would be difficult for the Town.

Trustee Nick Ehrlich suggested speaking about this during a Work Session.

Trustee Kidd indicated that the cost of the study and project will most likely increase over time.

Trustee LeRon Ehrlich indicated that the Town should speak to the Town of Johnstown to see if they would like to partner.

Trustee Nick Ehrlich explained if we do not do the Feasibility Study, the Town won't be looking at Surface Water Treatment. The Town will always be relying on someone else to treat the water. Trustee Nick Ehrlich would like to discuss this during a Work Session.

3. Stewart Environmental

Trustee LeRon Ehrlich asked what has changed in this proposal compared to the one they viewed in February. Brown indicated that not much has changed, the success matrix changed somewhat Stewart Environmental changed the water recovery to 99% plus or minus % which will affect the cost of production. They included \$2.70 per thousand gallons plus or minus 30% of that figure.

Andrew with Stewart Environmental Consultants explained that they can run the pilot study for as long as the Town needs, it just costs additional money to operate and for testing.

Trustee LeRon Ehrlich would like to get the pilot up and running. He also wanted Milliken to own the data.

Administrator Brown would also like a verification of the purchase of the solids that will be produced.

Trustee Kidd asked if they have had any of their projects fail. Andrew with Stewart replied no.

Trustee Nick Ehrlich asked if this is the largest project they have done. Andrew replied no.

INFORMATIONAL AGENDA

1. Draft Letter to Home Occupations that are not Licensed and a Checklist for Certain Home Occupation Types

Draft letter informing the Home Occupation owner that a Business License is required by the Town of Milliken per Code.

A Checklist for the Town's Building Official, Fire Marshall, etc. to refer to and check when visiting prior to licensure of certain types of Home Occupations

Executive Session

Mayor Pro Tem Measner motioned to go into Executive Session under C.R.S.

24-6-402(4)(f). To discuss a personnel matter with the Town Administrator and also motioned to into Executive Session under C.R.S. 24-6-402(4)(b) for legal advice for Board of Trustees roles and responsibilities. Mayor Woodcock seconded.

Roll Call Vote: Trustee Austin – yes, Trustee L. Ehrlich – yes, Trustee Burack – yes, Trustee N. Ehrlich – yes, Mayor Pro Tem Measner – yes, Mayor Woodcock – yes, Trustee Kidd – yes. Motion carried.

Executive Session commenced at approximately 8:28 P.M.

Resume Regular Meeting

The regular meeting resumed at approximately 9:19 P.M.

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

Adjournment

Trustee Austin moved to adjourn. Trustee Burack seconded.

All in favor, none opposed.

Hearing no further business, the Mayor adjourned the meeting at approximately 9:20 P.M.

Prepared by:

Approved by:

Cheryl L. Powell, Town Clerk

Beau Woodcock, Mayor