

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

MEETING MINUTES

Wednesday, May 28, 2014 – 7:00 P.M.

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, May 28, 2014 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: Interim Town Administrator/Town Clerk Cheryl Powell, Treasurer & Accounting/Finance Director Patrick Murphy, Administrative Assistant Gale Amaya, Public Works Director Jason Fowler, Parks and Outdoors Director Josh Roseberry, Town Attorney Bruce Fickel and Adm. Assistant /Receptionist Ashley Hunt. Absent: Community Development Director Anne Johnson

Pledge of Allegiance

Mayor Tokunaga called the meeting to order.

Roll Call

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

Agenda Approval

Trustee Jemiola requested to move Consent Agenda Item #2 to the Action Agenda. Interim Town Administrator/Town Clerk Powell requested an addition to the Informational Agenda regarding staff updates regarding requests from the previous meeting on alley ways and street grading.

Citizen Comments

Mr. Randy Miller Chairperson of the Architectural Control Committee at the Villas of Mad Russian Estates in the Town of Milliken, inquired about the project planned for the ditch on Birdie Way and when to expect completion. Mayor Tokunaga explained that Interim Town Administrator / Town Clerk Powell had asked Town Engineer Omar Hererra to review the plats and drainage plans for the subdivision and advise the Town Board by the next meeting. Mr. Miller also spoke about an issue of a vehicle illegally parked on Town property in the

Mad Russian. Town Engineer Omar Herrera will investigate and let Town Administrator/Town Clerk Powell know what the resolution is.

Appointment and Swearing-in of New Planning Commissioners

Mr. Dave Bernhardt and Ms. Shellie Satterfield were sworn in by Interim Town Administrator/Town Clerk Powell. Mr. Dave Watson will be sworn in at a later date as he is on vacation.

Minutes of Previous Meeting

- May 14, 2014- Approved as distributed.

Acknowledgement of the Paid List of Bills

May 2014 List of Bills.

Trustee Kidd inquired why the Town is still paying UMB Bank for the street lights and PD Bonds. Finance Director Patrick Murphy said that the sales tax bond goes through 2027. Money is generated from sales tax to pay on the Bond.

Trustee Jemiola questioned the payment for Building Permits and Code Enforcement paid to SAFEbuilt. Approximately 30 permits have been issued. Finance Director Murphy explained that approximately \$750.00 was paid to Code Enforcement and the remainder of the payment was paid for Building Permits.

CONSENT AGENDA

1. Consideration and Approval of a Professional Services Proposal with The Mercer Group, Inc.

To consider for approval a Professional Services Proposal submitted to perform an Executive Search for a Town Administrator for the Town of Milliken.

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

ACTION AGENDA

1. Consideration and Approval of a Lease Agreement Between the Town of Milliken and the Milliken Historical Society for the Property Located at 102 N. Grace Avenue, Milliken

Interim Town Administrator Cheryl Powell asked the Town Board to consider for approval a lease between the Town of Milliken and the Milliken Historical

Society for the property located at 102 N. Grace Avenue. The Milliken Historical Society will use the property as a museum and storage area to house historic Town artifacts, items, and artifacts given to the Town by the Estate of Connie Hahn. Interim Powell explained that the lease had been emailed to the Board of the Historical Society the previous week for their review and no comments were received.

Trustee Onorato moved that the Town approve the proposed Lease Agreement with the Milliken Historical Society, of the Heritage House, 102 N. Grace Ave., and direct the Interim Town Administrator to sign on behalf of the Town. Trustee Jemiola seconded.

Vote: All in favor, none opposed

2. Consideration and Approval of Ordinance 697, an Ordinance Creating the Town of Milliken Legislative Committee

To consider for approval an Ordinance creating a Legislative Committee for the Town of Milliken. The committee shall be composed of two (2) members of the Board of Trustees who are appointed by the Board of Trustees.

Trustee Jemiola asked for clarification on how the Ordinances and Resolutions will be given to the Committee for approval.

Trustee Jemiola moved that the Town Board approve Ordinance 697, an Ordinance Creating the Town of Milliken Legislative Committee be approved. Seconded by Mayor Pro Tem Measner.

Mayor Tokunaga entertained a motion to approve Trustee Jemiola and Trustee Kidd as the two (2) Board Members that will be on the Legislative Committee. Mayor Pro Tem Measner made a motion, seconded by Trustee Onorato.

Vote: All in favor, none opposed.

DISCUSSION AGENDA

There are not any items.

INFORMATIONAL AGENDA

Updates on Staff Assignments

Interim Town Administrator/Town Clerk Powell updated the Town Board regarding the alley potholes behind the Vet Clinic. Director Fowler's staff has

filled the potholes with recycled asphalt and he is investigating the cost of having a Mill and Fill performed on this particular alley.

The issue regarding County Road grading and schedule of the grading has been discussed with Director Fowler. Director Fowler has changed the grading days to Tuesdays and Fridays. The meeting with Mr. Bernhardt has been postponed due to Mr. Bernhardt being ill. Mr. Bernhardt will contact staff as soon as he feels well enough to meet. Trustee Jemiola requested that all alleys be reviewed, including Norma and Marjorie. Mayor Tokunaga asked Director Fowler how many miles of dirt roads are serviced by the Town. Director Fowler estimated over 4 miles. Mayor Tokunaga asked about the agreement for road grading and snow plowing between the Town and Weld County. Director Fowler explained that due to the proximity of some of the roads, the County and Town swap areas to provide more efficient maintenance service on adjacent roads.

Interim Town Administrator/Town Clerk Powell said we will work closely with all residents in the cleaning of alley ways.

Trustee Onorato asked if Old Town residents take care of weeds in the alleyways. After continued discussion, Town Attorney Fickel read Article XI Section 11-1-30(b) which references Ordinance 648 on maintenance of alleys and resolved it to be the responsibility of the property owner to maintain alley ways.

Other Business

None

Adjournment

Hearing no further business, the Mayor adjourned the meeting at 7:39 P.M.

Prepared by:

Approved by:


Gale Amaya, Admin. Assistant


Milt Tokunaga, Mayor