

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

MEETING MINUTES

Wednesday, June 25, 2014 – 7:02 P.M.

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, June 25, 2014 at 7:02 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, Community Development Director Anne Johnson, 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. Absent: Community Engagement Specialist/Planner Seth Hyberger

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

Addition to the Discussion is an Agenda report on Windmill Gateway

Citizen Comments

Jerry Solomon, owner of the Evergreen Mobile Home Park, asked if the water and sewer fees adjustments for both Mobile Home Parks have been discussed. Finance Director Pat Murphy stated that information was given to the Board at a previous Work Session. Mayor Tokunaga would like this to be scheduled on the Discussion Agenda for the next Town Board meeting.

Mr. Reid Hobler, 800 Mill Iron, expressed to the Town Board that the Milliken Vaccination Clinic was very effective. Mr. Hobler thanked Town Staff for their help with the Vaccination Clinic. Mr. Hobler asked the Town Board about the withdrawal of the tax credit on the Town's Mill Levy and if these additional funds

were being used for Capital Improvement projects. Mayor Tokunaga instructed Interim Town Administrator Powell to send the project worksheet that has been provided to the Board to Mr. Hobler.

Dennis Reed was in attendance for appointment on the Milliken Housing Authority. An appointment will be added to the Action item.

Minutes of Previous Meeting

- June 11, 2014 - Approved as corrected.

Acknowledgement of the Paid List of Bills

June 2014 List of Bills

Trustee Onorato asked about the reimbursement for staff mileage. Town Interim Administrator Powell explained that the Town vans are not available on Monday or Friday because of Senior Citizens, it also depended on the length of the trip and how long they will be gone.

Trustee Ehrlich asked when the grass seed was spread at the Dog Park. Parks Director Roseberry said he is looking into contacting Loren Wiesner because it has been seeded twice this year and the grass is not growing.

Trustee Ehrlich asked about the second half payment for the repairs on the dock at Centennial Lake. Parks Director Roseberry said that this is the second payment for the 2013 dock repairs, because of the flood it was not complete. The first half was repaired before the flood the second half was finished.

Trustee Ehrlich wanted to know why we are paying the second bill for \$10,000.00 to the Housing Needs Assessment. Community Development Director Anne Johnson answered questions on the process that took place.

CONSENT AGENDA

1. Consideration and Approval of Resolution 14-19, Authorizing a Fireworks Display for Beef N' Day

To consider for approval a Resolution allowing Tri-State Fireworks, Inc. to provide a public fireworks display during the Town's annual Beef N' Bean Day event on August 9, 2014.

Trustee Jemiola moved to approve the Consent Agenda. Trustee Onorato seconded.

Discussion: None

Vote: All in favor, none opposed.

ACTION AGENDA

1. Consideration and Approval of an Authorization to Award and Execute the Hillsboro Skate Park Landscaping

Parks and Outdoors Director Josh Roseberry asked the Town Board to consider for approval the authorization of the Interim Town Administrator to execute a contract for the completion of the landscaping at Hillsboro Skate Park. The purpose of this request is to expedite the installation of the irrigation and landscaping, and to help ensure the completion of the project by Beef 'N Bean Day.

Trustee Measner moved to authorize the Interim Town Administrator to approve the selection of the contractor for the construction and installation of irrigation and landscaping at the Hillsboro Skate Park in accordance with RFP 07-2014, and to execute a contract with the selected contractor that does not exceed \$50,000. Trustee Beck seconded.

Discussion:

Trustee Jemiola wanted to know if they could use recycled materials on the slopes at the Skate Park.

Trustee Ehrlich asked if there was any other kind of material that could be used other than grass on the slopes. Director Roseberry said that he is seeking recommendations from the Landscapers for alternatives. Interim Town Administrator Powell will be reviewing the recommendations and Trustee Ehrlich asked to be a part of the process.

Mayor Tokunaga asked if there will be a Contract guarantee. Director Roseberry said he would make sure that is added in.

Vote: All in favor, none opposed.

2. Consideration and Approval of a Contract for Municipal Abatement Services

Interim Town Administrator Powell asked the Town Board to consider for approval the services of Escape Landscapes to serve as the Contractor, to

perform municipal abatements for properties in code violation with the Town of Milliken.

Interim Town Administrator Powell explained to the Town Board the bids Staff received from four (4) vendors and the costs for their services. She also explained the manner in which charges for the Abatement Services are collected if not paid by the property owner.

Trustee Jemiola moved to approve the contract for municipal abatement services with Escape Landscapes and authorize the Interim Town Administrator to sign. Trustee Ehrlich seconded.

Discussion: Trustee Kidd asked about the process of accepting the bid for Escape Landscapes. The selection was because of the wide range of services that they provide. Mayor Tokunaga asked if next year we could put it in the agenda in March and not mid-season. Interim Town Administrator Powell will amend the contract for the end of March 2015. Trustee Jemiola amended the motion to read March 2015.

3. **Appointment for Mr. Dennis Reed is appointment to Housing Authority**

Mayor Tokunaga appointed Dennis Reed to the Milliken Housing Authority

Vote: All in favor, none opposed

DISCUSSION AGENDA

1. **Request from the Milliken Housing Authority**

The Milliken Housing Authority submitted a letter of request to the Town Board of Trustees asking for a "forgivable loan" in the amount of \$70,000 to be used for pre-development activities related to a new development.

Mayor Tokunaga would like to add this to the Work Session in July.

INFORMATIONAL AGENDA

Parks Director Roseberry and Schlosser Signs is in need of a decision on the sign design. Director Roseberry said that it is not the Town logo but it does incorporate the new theme. Jim Hanson will provide the maintenance schedule when he completes this project.

Trustee Ehrlich would like to know what the maintenance is on the Skate Park. Parks and Outdoors Director Roseberry will receive this information from Evergreen Skateparks and inform the Town Board.

Executive Session

C.R.S. 24-6-402(4)(e), for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

Mayor Pro Tem Measner moved to go into an Executive Session. Trustee Onorato seconded.

Discussion: None

Vote: All in favor, none opposed.

Executive Session commenced at: 7:44 p.m.

Regular Meeting Resumed

The regular meeting resumed at: 8:08

ASSIGNMENT AND PROJECT UPDATE(S)

Other Business

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

Other Business

None

Adjournment

Hearing no further business, the Mayor adjourned the meeting at 8:09 P.M.

Prepared by:

Approved by:


Gale Amaya, Admin. Assistant


Milt Tokunaga, Mayor