Minutes

CALL TO ORDER

Mayor Mahoney called the meeting to order at 6:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mayor Mahoney  
Mayor Pro Tem Jeffery  
Trustee Wescott  
Trustee White  
Trustee Coen  
Trustee Bristow

Absent: Trustee Tapey

APPROVAL OF AGENDA

Motion made by Trustee White seconded by Trustee Wescott to approve the agenda. Motion carried 5-0.

PUBLIC COMMENT

Larry Strock, 840 Lonewolf Circle, inquired what the American Rescue Plan was that was shown in the Town’s bank account, he also wondered about the Oil and Gas Exclusion account. He asked why there was a watering drop from 2021 to 2022 and whether the Town was purchasing one F-600 truck, or two of them.

Mayor Pro Tem Jeffery arrived to the meeting at 6:32 PM.

CONSENT AGENDA

Any item listed on the Consent Agenda can be removed upon request from any member of the Town Board. For the benefit of our audience, the mayor will read the items remaining on the Consent Agenda prior to the Board’s vote.

a. Payment Approval Report ($246,343.83)

Please understand that Board of Trustees members use electronic devices of various kinds to access the materials relevant to the matters before us. Be assured, however, that, by mutual agreement and common practice of this Board of Trustees, these devices are not being used for texting, emailing, or other communications during public meetings.
b. January 3, 2023 Minutes

c. Resolution 2023-06 Appointing Officers

Motion made by Trustee Wescott seconded by Trustee Coen to approve the consent agenda. Motion carried 6-0.

ACTION ITEMS

a. Resolution 2023-07 Amending the Not to Exceed Purchase Price of a 2023 Ford F-600 Pick-Up Truck Pursuant to an Agreement Between the Town of Lochbuie and Ken Garff Ford Greeley

Chris Larmon, Public Works Director, reported that the purchase of the vehicle was approved at the April 5, 2022 meeting, but due to supply chain issues we do not yet have the vehicle. Since the purchase date, the price has increased so approval is needed to move forward with the purchase.

Motion made by Trustee White seconded by Trustee Wescott to approve Resolution 2023-07 Amending the Not to Exceed Purchase Price of a 2023 Ford F-600 Pick-Up Truck Pursuant to an Agreement Between the Town of Lochbuie and Ken Garff Ford Greeley. Motion carried 6-0.

STAFF REPORTS

A. Finance/Treasurer

Denise Rademacher, Finance Director, shared that her report showed the November 2022 financials and the aging report through December 31, 2022. The December 2022 financials will be presented in February, as 2022 expenditures are still being applied. She shared key points of the November 2022 financial reports with the board.

B. Police

Chief McCoy highlighted the new Brighton Office for Victim Advocates program that the department is involved in, and they are very excited about it. The report showing the calls for service has changed formats, and now it is easier to read and understand.

C. Water/Wastewater

Wayne Ramey, Ramey Environmental, stated that there was not much flow in November, and December flows have remained the same. Water production for November and December 2022 were about the same as they were in 2021. All the repairs to the RO Plant have been completed and they’ve met with CIRSA regarding the repairs.

D. Public Works

Chris Larmon, Public Works Director, shared that the department took delivery of the new F350 truck just before the new year, and it went straight into service for a snow storm that night. They’ve had a lot of breakdowns so they are working on getting the fleet up and running. He spoke with the owner of 317 Jewel Street, and the owner intends to build on that property and will complete the sidewalk as well. The public outreach campaign for the new trash service will begin this week or beginning of next, since the service will begin in March. Republic Services will also be sending out mailers and calendars to residents in hopes of making this a seamless transition. Staff has reviewed plans for the south side of the County Road 2 widening project and provided comments back. The plans should be approved in the near future, and the north side of the widening project is close to approval, as well.

E. Community Development

Chris Kennedy, Community Development Director, shared that there is interest from Starbucks in opening a location in Lochbuie, though there is no application yet. He has been working with Take 5 Car Wash, who applied to open a location next to 7-Eleven. QuikTrip is motivated to complete their project, and the board will see presentations on that project at the beginning of February.

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F. Town Clerk

Heather Meierkort, Town Clerk, shared that she has received marking materials from Resource Central, and will begin sharing that information with residents.

G. Human Resources

Jhazmin Thomas, Human Resources Manager, stated that she included employment statistics in her report so the board can see averages and employment longevity. There are also statistics on Facebook visits and website views, both of which will help us as we work on the Communications Strategic Plan.

H. Town Administrator

Brian McBroom, Town Administrator, shared that Denise Rademacher just celebrated her three-year anniversary with the Town. We closed on the water transaction with Lochbuie Land, and the Town is now the owner of a well in the Lost Creek Basin. He stated that this year staff will be providing the board with quarterly reports on long term, capital projects to keep everybody updated.

**MAYOR AND TRUSTEE COMMENTS**

Mayor Pro Tem Jeffery apologized for being a few minutes late, as she was making sure her child got home safely from an after-school event. The Library Board meeting has been pushed back a week due to weather, so there is no new information from that yet. DRCOG has also cancelled the meeting that was scheduled for tomorrow.

Trustee Wescott stated that she wanted to make sure staff was aware of the many comments being made in Silver Peaks about the HOA having a responsibility to remove snow. The snow removal does not happen, and residents get very frustrated. She inquired about a way to publish the snow accumulation so that HOAs can be made aware how much snow the Town has, and can make sure they’re removing the snow when it gets to a certain depth.

Trustee White stated that she would still like to work on xeriscape options and park safety. She made a motion directing staff to prepare an amendment to the Land Development Code adding safety requirements to our Town’s neighborhood park development standards; requirements would include but not be limited to setbacks and shade structures and would also include a focus on waterwise landscaping.

Trustee Coen requested an amendment to the motion to change directing staff to prepare an amendment to the code, to directing staff to prepare information for a work session.

Trustee White accepted the amendment to the motion.

Mayor Pro Tem Jeffery seconded the motion with the amendment. Motion carried 6-0.

**EXECUTIVE SESSION**

a. Executive session pursuant to CRS Section 24-6-402(4)(B) to discuss a personnel matter with the consent of the person who is the subject of the personnel matter discussion.

*Motion made by Mayor Pro Tem Jeffery seconded by Trustee White to enter into executive session pursuant to CRS 24-6-402(4)e to discuss a personnel matter with the consent of the person who is subject of the personnel matter discussion.*

Mayor Mahoney called the executive session to order at 7:23 PM.

*Motion made by Mayor Pro Tem Jeffery seconded by Trustee Coen to adjourn the executive session. Motion carried 6-0.*

Mayor Mahoney adjourned the executive session at 7:42 PM.

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Mayor Mahoney called to order the regular meeting at 7:42 PM.

Motion made by Mayor Pro Tem Jeffery seconded by Trustee Wescott to approve a merit increase for the Town Administrator of 1.5%. Motion carried 6-0.

**ADJOURN**

Motion made by Mayor Pro Tem Jeffery seconded by Trustee Wescott to adjourn the meeting. Motion carried unanimously.

Mayor Mahoney adjourned the meeting at 7:45 PM.

*The Board may convene a lawfully called executive session at any time during a regular or special meeting of the Board.*

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Heather Meierkort
Town Clerk

Michael Mahoney
Mayor

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