703 Weld County Road 37  
BOARD OF TRUSTEES  
REGULAR MEETING  
March 21, 2023  
6:30 p.m.

This meeting will be held in the Town Hall Board Room, 703 WCR 37 and via Zoom. Residents are welcome to join us in the Board Room to view or participate in the meeting, during Public Comment or Public Hearings. Public access to this meeting can be found on the website no later than 24 hours prior to the meeting.

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 Coen  
          Trustee Tapey  
          Trustee White  
          Trustee Bristow

Absent:  Trustee Wescott

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

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 ($254,257.26)  
b. March 7, 2023 Minutes

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.
c. Resolution 2023-12 Approving a Services Agreement for Pavement Preservation Program Crack Sealing with Coatings, Inc.
d. Resolution 2023-13 Approving a Services Agreement for Pavement Preservation Program Mastic Sealing with Coatings, Inc.
e. Wastewater Treatment Plant Aeration Basin Mixers Replacement
f. Wastewater Treatment Plant Internal Mixed Recycle Pumps Replacement

Motion made by Mayor Pro Tem Jeffery seconded by Trustee Coen to approve the consent agenda. Motion carried 6-0.

DISCUSSION

a. Employee Benefits Market Study

Brian McBroom, Town Administrator, thanked the Board for their support on this study. Staff has been looking at our market competitiveness and has some recommendations of benefits we could implement to attract and retain high quality employees.

Jhazmin Thomas, Human Resources Manager, presented several ideas for added benefits the Town would like to make available for staff. The new benefits include longevity bonuses, bilingual pay, a PTO payback program, tuition reimbursement, additional observed holidays, and options for opting out of health insurance.

After questions and discussion, the Board of Trustees directed staff to move forward and create guidelines and greater detail regarding the new benefit options and bring them back for approval when completed.

STAFF REPORTS

A. Finance/Treasurer

Denise Rademacher, Finance Director, shared the February financial reports, and that everything is on track. She is training the Utility Billing Specialist on payroll and accounts payable to provide backup. She has been cleaning up the bank accounts, which will make reviewing the financials much easier. Everything has been turned in for the 2022 audit, and now the auditors will review the information. The auditors are still on track to present their report by the end of June. After the bank failures last week, all banks holding Town funds have been contacted to make sure there is no financial impact. The Town funds are all secure, and do not have any exposure to the failed banks. We are looking into getting credit cards that could be used to pay some of our vendors, and we would receive cash back. We are also looking into implementing a processing fee on credit card payments taken through Xpress Billpay to recoup the processing fees the Town currently pays. The processing fee would not apply to utility payments.

B. Police

Chief McCoy shared that the police department is fully staffed for the first time in two years. A few of the new officers are still in training, but the department is in good shape.

C. Water/Wastewater

Wayne Ramey, Ramey Environmental, reported that February was not a good month. The dewatering equipment was not working properly and the company sent workers out to repair the broken parts. Luckily, the equipment was all still under warranty so there was no cost. All the RO’s have been cleaned, and we have received bids for an RO pump and a high service pump. The bids will be brought to the board in April. He is looking into upgraded security at the water plant that would be noise activated. This way, an alert would be sent out if there were any pipes that burst.

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D. Public Works

Chris Larmon, Public Works Director, stated that the Ford F600 that was ordered several months ago has been built. It is now awaiting a microchip, and then we can pick it up. He has been looking at the farmhouse property and is working with a landscaper on the possibility of partnering to create a conservation demonstration garden there. Crack seal and mastic seal work will begin next week. No parking signs will be posted and lots of notification will be sent out to residents. The trash service change has been relatively smooth, we are working on ironing out some challenges with the Republic Services call center. Construction has picked up in Lochbuie Station Phase 3, and they will be pulling building permits soon. The south side widening project on County Road 2 is still on track to begin next week.

E. Community Development

F. Town Clerk

Heather Meierkort, Town Clerk, provided an update on Resource Central and a new utility program.

G. Human Resources

Jhazmin Thomas, Human Resources Manager, shared that the police department is fully staffed so we are celebrating that. The Town sponsored students to attend College for Kids. Last year, zero kids from Lochbuie were sponsored, and this year we are sponsoring 25 kids. She is working on improving the community events page on the website to make it more informative.

H. Town Administrator

Brian McBroom, Town Administrator, stated that there is still time to register for the CML conference. On April 4th, we will have a couple of presentations related to recreational marijuana in the state. He attended the Hudson Fire Protection District board meeting last week and was able to share information regarding development coming to the region.

MAYOR AND TRUSTEE COMMENTS

Mayor Pro Tem Jeffery reported that there is no library update right now, as their meeting was moved to tomorrow night. She is looking forward to the College for Kids opportunity for kids this summer.

Trustee White inquired when the Library Board meeting is and if they are open to the public. She asked for an update on key card entry into town hall for trustees. She also wondered if we could make the 50th Anniversary planning committee meetings open to more than two trustees, since she is also interested in joining the committee.

Brian McBroom stated that more than three trustees could be on the committee, we would just need to post the meetings. He will work on scheduling an initial meeting.

EXECUTIVE SESSION

a. Executive session pursuant to CRS 24-6-402(4)(e) to instruct negotiators on a potential economic development project

*Motion made by Mayor Pro Tem Jeffery seconded by Trustee Coen to enter into executive session pursuant to CRS 24-6-402(4)(e) to instruct negotiators on a potential economic development project. Motion carried 6-0.*

Mayor Mahoney called a recess at 7:34 PM.

Mayor Mahoney called the executive session to order at 7:42 PM.

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Mayor Mahoney adjourned the executive session at 8:26 PM.

**ADJOURN**

Motion made by Trustee White seconded by Trustee Tapey to adjourn the meeting. Motion carried unanimously.

Mayor Mahoney adjourned the meeting at 8:26 PM.

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

Heather Meeierkort  
Town Clerk

Michael Mahoney  
Mayor