

**Town of Pierce
Regular Meeting
September 9, 2024
6:30 P.M.**

The Board of Trustees of the Town of Pierce, County of Weld, State of Colorado, met in regular session at Pierce Town Hall 144 Main Street, Pierce Colorado at the hour of 6:30 P.M., September 9th, 2024.

Mayor Cathy Ortiz called the meeting to order at 6:30 P.M. Based on the roll call, the following Trustees comprising a quorum attended:

Mayor Cathy Ortiz

Trustees

Larry VanWhy

Kenny Dill

Glen Lester

Doug Herrick

Geoffery Broughton

Others Present:

Kristina Duran, Town Clerk

Heather Rospierski, Deputy Town Clerk II

James Godbold, Town Attorney

1. Approval of Minutes from August 12th Board Meeting, August 19 and August 26, 2024

Work Sessions: Motion made by Trustee Broughton to approve the minutes from August 12th Board Meeting, August 19th and August 26th, 2024, Work Sessions. Second by VanWhy. All "AYES", motion passed.

2. Approval of Agenda: Motion made by Trustee Lester to approve the agenda. Second by Broughton. All "AYES", motion passed.

3. Public Comment: Town Attorney Godbold let the Board know that the Town received Sean Haynie's letter of resignation effective today. The Board has 60 Days to appoint a new Board member. Due to the timing, the Board has several choices. The Board does nothing and it goes to an election, they can schedule a special meeting to declare the vacancy, add to October's Board meeting to appoint, or declare the vacancy at the October Board meeting and schedule a special meeting for November 4th, 2024. The Board chose to declare the vacancy at the October Board meeting and scheduled a Special meeting for November 4th, 2024, at 6:30 p.m. to appoint the new Board member.

4. Conex Containers: The Board of Trustees would like public comment/input on this agenda item: Not many residents we present to comment on the conex containers. The Board would like this put on social media and the newsletter to hopefully get more comments and input. This will be added to the October's Board agenda.

5. Additional Engineering Fees for Senior Center Project: The Senior Center project is going to cost an additional \$ 2,500.00 in Engineering fees. Motion made by Trustee Herrick for the Town to pay the additional cost. Second by Dill. All "AYES", motion passed.

6. Code of Conduct: Motion made by Trustee VanWhy to adopt the Code of Conduct. Second by Lester. All "AYES", motion passed.

7. Employee Job Descriptions: The employee job descriptions were provided to the Board again. Public Works had no changes. Town Clerk Duran said all the changes she has are in red. Duran would like them approved if the Board has no changes. Motion made by Trustee Broughton to approve the job descriptions. Second by VanWhy. All "AYES", motion passed. Trustee Broughton brought up that Code Enforcement reports to the Board and that maybe since Trustee Dill doesn't like his title, they should consider changing it to Police and Code Enforcement Liaison. Resident Connie Schwindt does not think that would be a good idea as Trustee Dill has a personal agenda against Shippy.

8. Sale of / Disposal of Town Property- Kawasaki Mule: Public Works Director Lester does not want to sell the mule. He would like to budget to get it fixed. The Board would like Lester to get a bid together.

9. Weld County Safe Streets for All Safety Action Plan: Attorney Godbold received an email from Weld County to participate in a Safety Action Plan. Motion made by Trustee Broughton to participate. Second by Herrick. All "AYES", motion passed.

10. Adopt Changes to Town Ordinances:

A)2024-02 Dog Licenses: The Board would like the wording cease and desist removed. This will be added to the October Board Meeting

B) 2024-03 Fireworks Code: Motion made by Trustee Broughton to Adopt 2024-03. Second by Lester. Roll Call vote was taken. All "AYES", motion passed.

C) 2024-04 Business Licenses: Motion made by Trustee VanWhy to adopt 2024-04. Second by Herrick. Roll Call vote was taken. All "AYES", motion passed.

D) 2024-05 Oversized Vehicles: Motion made by Trustee Herrick to adopt 2024-05. Second by Broughton. Roll Call vote was taken. All "AYES", motion passed

E) 2024-06 Accumulation of Garbage: Motion made by Trustee VanWhy to adopt 2024-06. Second by Lester. Roll Call vote was taken. All "AYES", motion passed.

F) 2024-07 Abandoned Inoperable Vehicles: Motion made by Trustee Lester to adopt 2024-07. Second by Broughton. Roll Call vote was taken. All "AYES", motion passed

11. Adopt Resolution 2024-08 Open Records Act Policy: Motion made by Trustee VanWhy to adopt Resolution 2024-08. Second by Lester. Roll Call vote was taken All "AYES", motion passed.

12. Adopt Updated Fee Schedule: Motion made by Trustee Lester to adopt the Updated Fee Schedule. Second by Broughton. Roll Call vote was taken. All "AYES", motion passed.

13. Old Business: Trustee Herrick talked to Matt from IT. Herrick said there was a request for more cameras for Public Works from the Police Department. Herrick doesn't have a problem with that, but it should have come to the Board for approval because that is adding 4 more cameras and a router. Herrick thinks we should put this in the budget for next year. Town Clerk Duran didn't know there were additional cameras requested. She stayed out of the cameras being installed, Matt worked with the Police Department on that. It was left up to Matt's discretion on where to install the cameras. Herrick said the Board approved 7 cameras and the new time clock but Matt wants to put 4 more cameras at the shop and he is ok with that but he would like to put it in the budget for next year.

14. Staff Reports:

(A). Mayor Report: Double J has made a map that is being passed out to all the drivers regarding the truck route. Also, Roggen Elevator has approved overnight parking.

(B). Public Works: Report Provided.

(C). Planning Commission: There was no meeting last month.

(D). Town Attorney: The Town Attorney was given letters by Trustee Dill that were given to all the Board Members. Dill said he found the letters hanging on the fence. The contents were not read out loud.

E). Town Engineer:

1. Monthly Water Report: Water report provided.

(F). Town Clerk:

1. Request to Pay Bills: Motion made by Trustee Broughton to pay the bills. Second by Lester. All "AYES", motion passed.

2. Comment Box: None.

3. Safe built Picnic: The Board approved closing the Town Hall for 2 hours on Wednesday, September 18th, 2024 for staff to attend the Safebuilt picnic.

4. Information regarding printer: Information regarding a new printer was provided to the Board. Clerk Duran wanted the Board to keep this in mind coming into the budget session. The current printer we have now is not the correct set up for printing utility bills.

5. Town and County Dinner: Information was provided to the Board regarding this year's Town and County Dinner. Any Board members who would like to attend need to RSVP by October 16th.

15. Department Reports:

(A). Water/ Sewer- Trustee Lester: None.

(B). Streets & Drainage: Trustee VanWhy- Has a tank lined up, just needs some nozzles to spray the calcium chloride for dust mitigation on the streets, and also looking into a pump.

(C). Utilities & Energy- Trustee Trustee Dill: None.

(D). Buildings- Trustee Broughton: Has been in contact with Public Works Director Lester. He has an electrician coming out to get the breakers up to code and has someone coming out to look at the baseboard heaters. The windows are also an issue. Broughton also found out the Public Works shop also does not have heat.

(E). Park & Recreation- Trustee Haynie: None.

(F). Growth & Revenue- Trustee Herrick: Herrick asked Deputy Town Clerk II Rospierski if Allo Fiber has been in contact. She said the only thing she received was an email stating that Bob from Allo did some research on Nunn Telephone that Herrick believed ran right outside his property to the West but it sounded like the fiber count is low. Bob was going to verify that and get back to her when he had more information.

15. Board Communications: Town Clerk Duran let the Board know that the new website that must be ADA compliant is in the works. The minutes will look different online. We must have this up and running by June 1st, 2025. Trustee Broughton said he had Deputy Town Clerk II Rospierski email over the Board packet. It was easy to navigate except for the pages that were landscaped. He will continue to have her email this every month. Trustee Dill asked how much an acre-foot of water cost. The staff believes around \$70,000. Trustee Dill would also like a copy of the Engineering invoice.

Adjournment: 7:52 P.M.

Kristina Duran, Town Clerk for Heather Rospierski, Deputy Town Clerk II