



TOWN BOARD MEETING
Town Board Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MINUTES
REGULAR MEETING 2019-01
January 22, 2019
6:00 p.m.

Present:

Mayor:

Don McLeod

Trustees:

Bruce Florquist
Dennis "Zeke" Kane
Frank Baszler
Michelle Duda
Tad Stout

Absent:

Matt Gordon

Staff:

Nicholas Wharton, Town Administrator
Michael Jenner, Town Clerk
Mitchell Nelson, Town Planner
Matt Gould, Town Attorney

Audience: Dane, Brooke and Derrick Best, Gary Martin, Ashley Martinez, Matt Teuteberg, Ann Kling, Jen and Dan Kopach.

1 CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Agenda Review: Town Administrator
4. Public Comment:

- Gary Martin came to the podium to thank the trustees for their support in the creation of the Severance Chamber of Commerce.
- Ann Kling invited the board to attend strategic meetings for the library board.

The purpose of the Public Comment is for members of the public to speak to the Town Board on any subject not scheduled on the Agenda. To accomplish scheduled agenda items, comments should be limited to a three-minute time-period. The Town Board shall make no decision or action on comments, except to schedule the matter for decision later. Those addressing the Town Board are requested to state their name and address.

5. Consent Calendar

The Consent Calendar is intended to allow the Town Board to spend its time and energy on the important items on a lengthy agenda. Administration recommends approval of the Consent Calendar. Anyone may request an item on this calendar to be "pulled" off the Consent Calendar and considered separately. Agenda items pulled from the Consent Calendar will be considered separately under Pulled Consent Items. Items remaining on the Consent Calendar will be approved by Town Board with one vote. The Consent Calendar consists of: Ordinances that are routine; Resolutions that are routine; Items of no perceived controversy; Routine administrative actions.

- Minutes – 2018-20 December 3, 2018
- Payables- November 2018 Payables
- Financials- November 2018 Financials
- Resolution 2019-01: A Resolution Increasing Fees for Water Rates to Provide Debt Service
- Resolution 2019-02: A Resolution Establishing the Town of Severance Fee Schedule

MOTION WAS MADE BY TRUSTEE KANE second by Trustee Florquist to approve the consent calendar with the corrected minutes. All Board members present voting **YES**,

MOTION PASSED

6. Approval of Agenda

MOTION WAS MADE BY TRUSTEE DUDA second by Trustee Baszler to approve the agenda. All Board members present voting **YES**,

MOTION PASSED

2 REGULAR MEETING

1. Proclamation to Declare December 3, 2019 "Dane Best Day" (pg. 59)

- Action

MOTION WAS MADE BY TRUSTEE FLORQUIST second by Trustee Kane to declare December 3, Dane Best Day. All Board members present voting **YES**,

MOTION PASSED

2. Home Based Business Type II 240 4th Ave (pg. 60)

- Town Planner Mitchell Nelson introduced Ashley Martinez to the board and explained how she would like to increase her visibility along CR74 and will have limited patronage for the first year.
- Trustee Stout commented that if the signage would be similar to the design of their website it should look very nice in Old Town.

- **Action**

MOTION WAS MADE BY TRUSTEE DUDA second by Trustee Kane to approve the home-based business with staff recommendations. All Board members present voting **YES**,

MOTION PASSED

3. Amendment to the Land Use Code for Wireless Telecommunications (pg. 68)

- **Public Hearing-** was opened at 6:15 PM and closed at 6:27 PM.
- Town Planner Mitch Nelson explained that Trustee Baszler had brought up concerns regarding the current code and how it would allow Wireless Telecommunication to be created without any limitations.
- Trustee Baszler was happy with the changes but would like height limitations placed upon roofs with the exception of HAM radios.
- Trustee Stout brought up the concern of creating consistency across the board for antenna height.

- **Ordinance 2019-01**
- **Action**

MOTION WAS MADE BY TRUSTEE DUDA second by Trustee Baszler to approve Ordinance 2019-01 with stated changes. All Board members present voting **YES**,

MOTION PASSED

4. Amendment to the Land Use Code for Oil and Gas (pg. 82)

- **Public Hearing-** was opened at 6:30 PM and extended.
- **Ordinance No. 2019-02**
- Town Planner Mitch Nelson brought forward revisions to the Land Use Code in regards to Oil and Gas regulations to change the high pressure pipelines to fifty feet as well as clerical issues.
- Mayor McLeod and Frank Baszler were concerned with clerical items and inconsistencies throughout the document.
- Mayor McLeod would like to extend the public hearing in order to fix the typos and clerical errors and brought back for vote before the board.

- **Action**

MOTION WAS MADE BY TRUSTEE BASZLER second by Trustee Stout to continue the public hearing for Ordinance 2019-02 to the next available meeting. All Board members present voting **YES**,

MOTION PASSED

5. **Community Park Phasing (pg. 96)**

- Town Planner Mitch Nelson presented on the plan to phase the community park starting with the construction of the great lawn and central parking lot as well as the beginning of the trail systems.
- **Action**

MOTION WAS MADE BY TRUSTEE STOUT second by Trustee Duda to approve the Community Park phasing with the Board's recommendation. All Board members present voting **YES**,

MOTION PASSED

6. **Public Works Site Plan (pg.)**

- Town Planner Mitch Nelson presented the revised site plan for the Public Works Building at a ten year build out. After receiving the budget back \$500,000 over budget staff has come back asking for the increase in order to give the Public Works Department the facilities they need and save on construction costs down the road.
- Town Administrator Nicholas Wharton explained that the site was meant to last ten years and then has the ability to expand down the road as needed.
- Trustee Duda asked if the current site plan was viable for the long term and Mr. Wharton assured her it would.
- Trustee Baszler would like all of the bays shows to be constructed and if at all possible phase any parts of the project until next year.
- Mayor McLeod stated that he would like to provide the correct tool for the job and would like to do the building correctly the first time instead of phasing the project.
- Mayor McLeod would also like to suggest two votes: one for the money allocation and the other for the site plan.
- **Action**

MOTION WAS MADE BY TRUSTEE KANE second by Trustee Baszler to approve the increase in the Public Works Budget to not exceed 2.5 million dollars. All Board members present voting **YES**,

MOTION PASSED

MOTION WAS MADE BY TRUSTEE FLORQUIST second by Trustee Duda to approve the Public Works Site Plan with staff recommendation. All Board members present voting **YES**,

MOTION PASSED

3 STAFF REPORTS

Board approval may be sought for administrative actions in association with staff reports.

- Town Administrator
- Town Attorney
- Town Planner
- Town Engineer
- Mayor

4 ADJOURN - 7:45 PM

TOWN OF SEVERANCE



Donald M. McLeod, Mayor

ATTEST:



Michael Jenner, Town Clerk