

**Town of Pierce  
Regular Meeting  
October 12th, 2020  
7:00 P.M.**

The Board of Trustees of the Town of Pierce, County of Weld, State of Colorado, met in regular session in the Town Hall Chambers 144 Main Avenue, Pierce Colorado at the hour of 7:00 PM, October 12th, 2020.

Mayor Nansi Crom called the meeting to order at 7:00 PM. Based on the roll call, the following Trustees comprising a quorum attended:

Mayor Nansi Crom

Trustees

Connie Schwindt  
Jody Ruppel  
M. Sue Spurgeon-Paris  
Carol Wirkus  
Pat Anderson  
Doc Wirkus

Others Present:

Kristina Duran, Town Clerk  
Martha Harold, Deputy Town Clerk  
Lia Szasz, Town Attorney  
Rick Crom, Planning Chairman  
Brad Curtis, Town Engineer

1. **Approval of Minutes:** Motion made by Trustee Ruppel to approve the minutes from September 14th, 2020 Board Meeting. Second by C. Wirkus. All "AYES", motion passed.
2. **Approval of Agenda:** Motion made by Trustee Ruppel to approve the agenda. Second by C. Wirkus. All "AYES", motion passed.

**Mike Ketterling Presentation:** Mayor Crom recognized former Town Engineer Mike Ketterling on his retirement. Crom said that Ketterling had served as Town Engineer, she thought, since 1985. Town Clerk Kristina Duran presented Ketterling with a commemorative clock. Mayor Crom thanked him for his years of guidance to the Town.

3. **Public Invited to be Heard:** Former Trustee Kenny Dill complained about semi-trucks parking on Cottage and 3<sup>rd</sup> streets. Mayor Crom noted there is an issue with enforcement as there is no signage prohibiting truck parking on individual streets. Attorney Szasz to investigate enforcement. K. Dill said there is also a family living in a camper on 3<sup>rd</sup> and Main. Mayor Crom said that is allowable on a temporary basis, however, it is advisable to contact the Town prior to occupying a trailer on a temporary basis Clerk Duran said code enforcement is aware of the situation. Resident Bob Dill reported oil and gas dumped in the alley. K. Dill also reported junk in the alley between 3<sup>rd</sup> and 4<sup>th</sup> streets at Carroll Ave. Town Clerk said a resident was moving out at that location and code enforcement is aware. Ralph Sauter asked how long residents had to repair fences damaged by the wind that are blocking the alley. Dean Holm said he was asked to remove his "children playing" sign from the street. He asked if a similar sign could be posted or if the speed limit on 5<sup>th</sup> street could be lowered. Holm also noted that Double J employees speed down 5<sup>th</sup> street early in the morning. Shawn McIntosh, also a resident of 5<sup>th</sup> Street, asked if speed bumps could be placed on 5<sup>th</sup> street. He noted that many children ride their bicycles on 5<sup>th</sup> Street. Holms also requested that a crosswalk be added at 5<sup>th</sup> Street. Mayor Crom suggested the police speed trailer be placed on 5<sup>th</sup> Street. Town Engineer Brad Curtis and Clerk Duran both stated that children should

not be playing in the street. Curtis said “children at play signs” are reserved for other areas. Streets Department Head, Carol Wirkus, said she would meet with the police about the situation and investigate placing a stop sign in that area. Randy Spaedt also requested additional stop signs in the south end of town. He noted that on the North side he has to stop at three stop signs to get to route 85. Randa Blehm, 1010 3<sup>rd</sup> Street said her well water is not available when residents in subdivision are using the non-potable water. Mayor asked Clerk Duran to have public works investigate the situation. Bob Dill asked that the police monitor the bus stop at the mobile home park. He said there is a large number of children running around the bus stop in the morning.

4. **Public Hearing for Rezoning Application- Portion of 613 1st St, RPJ Energy:** Mayor Crom opened the public hearing at 7:35 p.m. Deputy Clerk Martha Harold said the Planning Commission recommended approval of the application at its September 22<sup>nd</sup> meeting. Town engineer Brad Curtis reviewed the differences between Commercial 2 and Industrial 1 zoning. Mayor Crom opened the hearing for public comment and then closed the hearing at 7:42 p.m.
5. **Rezoning application- Portion of 613 1st St, RPJ Energy:** Motion by Trustee Paris to approve the rezoning of a portion of 613 1<sup>st</sup> Street to Industrial 1. Second by Ruppel. Following a roll call vote, all “AYES”, motion passed.
6. **Business License Application- 613 1st St, Git Sum Storage:** Motion by Trustee Paris to approve the business license application for Git Sum Storage to be located in Industrial 1 portion of 612 1<sup>st</sup> Street. Second by Schwindt. All “AYES”, motion passed.
7. **Double J Meat Packing - Sara Irby:** Clerk Duran noted that Attorney Irby was unable to attend the meeting, but provided a memo to the Board highlighting Double J Meat Packing’s plan to meet its permanent water requirements to the Town. While the memo indicates Double J will provide quarterly reports to the board on its efforts to secure additional water, Duran noted there is no firm commitment on when the water would be dedicated to the Town. Town Engineer Curtis said Town Code does not provide an option for on term leasing and cautioned the Board that North Weld Water District will hold the town accountable for any shortages should Double J not be able to meet the requirements. Mayor Crom directed Town Attorney Szasz and Curtis to work with staff to draft a response to Irby’s memo requesting a firm date in which all the water must be dedicated to the Town, either incrementally or all at once.
8. **Trash and Dumpster Ordinance 2020-7:** Town Attorney Szasz reviewed two options for section A1 of the draft ordinance. Following discussion and public comment, the Board requested Szasz revise the ordinance to allow dumpsters 3 cubic yards or less in, but restrict placement on Town streets, roads, alleys, or right-of-ways. Trustee Anderson requested that the new draft also consider location of meter pits, curbing, utilities that could affect dumpster placement. Mayor Crom tabled action on the revised ordinance until the November meeting.
9. **Presentation of the Preliminary Budget:** Clerk Duran presented the preliminary budget, noting it does not reflect the recent meetings with department heads. She requested that all quotes and estimates for capital projects, new equipment, etc. be submitted as soon as possible. Budget workshops are scheduled for October 26<sup>th</sup> at 5:30 pm and tentatively for November 16<sup>th</sup> at 5:30 pm. Duran also noted that Town Engineer Curtis and the Town’s IT service provider, Timberlan, will be attending the workshops.
10. **Old Business:** None

## 11. Staff Reports:

- (A). **Mayor:** Mayor Crom said the Town was invited to participate in the Fort Lupton Field of Honor November 7<sup>th</sup>-November 14<sup>th</sup>. The display of flags is a tribute to veterans and first responders. The Board agreed to participate with a \$500 donation for a flag and plaque.
- (B). **Public Works:** Trustee Anderson read in Public Works Director Mike Lester's August report that noted the replacement of a guardrail on WCR90, repair of the screw screen at pre-treatment plant and patched paving with 2 tons of HMA. Lester also reported the radio read for the ballfield was completed. He also reminded the board that backflow preventer inspections for commercial business are currently due. The board approved Lester to schedule inspections for the public works trucks. The Mayor and Anderson recommended a fleet maintenance schedule be developed for all vehicles and equipment.
- (C). **Planning Commission:** Planning Chairman Rick Crom reported the commission recommended approval of the partial rezoning of RPJ Energy lot as well as conditional approval for site plan for Git Sum Storage on the rezoned portion of the lot.
- (D). **Town Attorney:** Attorney Szasz reported the Conservation Acres lease is fully executed and staff will work with Mr. Day for the required payments.
- (E). **Town Engineer:** Brad Curtis formally announced the retirement of Mike Ketterling from Northern Engineering and that he would be serving as the Town Engineer for Pierce. He said Ketterling has served as Pierce's Town Engineer since 1984. Speaking to Attorney Szasz' recommendation, Curtis said the MUTCD, the Manual on Uniform Traffic Control Devices, is the "gold standard" for traffic control. He noted that the manual addresses stop sign and street sign requirements. Mayor Crom officially welcomed Curtis to the Town
- (F). **Town Clerk:**
  - 1) **Request to Pay Bills:** Motion made by Trustee Paris to pay the bills. Second by Schwindt. All "AYES", motion passed.
  - 2) **Request for FMLA- Martha Harold:** Clerk Duran requested the Board go into executive session at the end of the meeting to discuss.
  - 3) **Invite for Town and County Dinner Thursday October 29th, 2020:** Clerk Duran noted that Trustees and staff are invited to the annual Town and County Dinner. The deadline for reservations is October 21<sup>st</sup>. Any guests attending are required to self-pay.
  - 4) **Request to Renew Fred Pryor Membership for Another Year- \$299.00:** The Board approved Clerk Duran's request to renew the membership to continue her training. Duran clarified it is an individual membership.
  - 5) **Certified Municipal Clerk:** Duran reported she is now a Certified Municipal Clerk and would like to begin work toward Master Municipal Clerk certification.

## 12. Department Reports:

- (A). **Water/Sewer - Trustee Anderson:** Anderson reported that the Waste Water Treatment Plant lost power during Sunday's windstorm, but was restored within a couple hours by Xcel. Anderson recommended purchasing a generator in the future.
- (B). **Streets & Drainage - Trustee Carol Wirkus:** C. Wirkus reported Public Works Director Mike Lester will be discussing snowplowing CR90 with the County. Mayor Crom asked Wirkus to

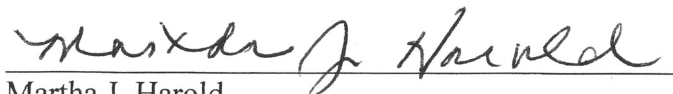
check into the "Safe Routes for School" program for possible funding of signs. Curtis said similar programs are also available through CDOT and will provide information.

- (C). **Utilities & Energy - Trustee Doc Wirkus:** Doc Wirkus reported Ascent is interested in providing wireless internet service to Town of Pierce residents and wishes to locate equipment on the water tower. Duran noted that Attorney Szasz is reviewing the contract.
- (D). **Building - Trustee M. Spurgeon-Paris:** Paris reported Town Hall will be closed on Thursday Noon to 4:30 to mitigate the mold in Duran's office. She said the actual source is unknown, but suspects the foundation and windows contribute to the problem. Paris said Public Works would treat the area monthly going forward. Duran confirmed the leak in the roof is repaired.
- (E). **Parks - Trustee Ruppel:** Ruppel reported that the homerun netting and poles were removed by public works. He noted he is working with Deputy Clerk Harold and Town Engineer Curtis possible grants for the new irrigation system. Curtis outlined some of the criteria for grants and is investigating funding cycles and processes for the GOCO grants. He added that letters of support are often the key to successful grant applications. Planning Chairman Rick Crom said he and the Mayor wish to donate two trees to replace those damaged and removed last spring. Mayor Crom said they would work with the Town on planting the trees.
- (F). **Police - Trustee Schwindt:** Schwindt reported 120 hours were logged with one summons issued and 75 calls for service. She said that with police coverage only averaging three hours per day, the town is not getting what it pays for. Schwindt reported she is continuing efforts to meet with the interim police chief to discuss increased police coverage and possible effects on the contract and next year's budget.

13. **Board Communications:** Trustee Anderson expressed concern that the Board is not hearing the results of the efforts to resolve complaints by the public at the last few Board meetings. He said the report provided by code enforcement does not provide enough information to be responsive to the public. Mayor Crom directed Duran to work with code enforcement to reformat the reports to show progress or details related to complaints. Deputy Clerk Harold asked about back of water bill notices. Mayor asked that the Horsetooth project be highlighted. Trustee Schwindt requested that once the COVID crisis is over, the Town Board start planning events to get the community involved on a regular basis. Mayor said there is a lot that the Board could do once the COVID restrictions are lifted such as movies in the park. Trustee Wirkus suggested holiday decoration contests. Trustee Schwindt said there are funds available in the police budget to purchase decorations

14. **Executive Session:** Motion by Trustee Doc Wirkus to go into executive session to discuss an employee's FMLA request. Second by Schwindt. All "AYES", motion passed. The executive session began at 10:03 p.m. and ended at 10:20 p.m.

**Adjournment:** 10:21 p.m.



Martha J. Harold  
Deputy Town Clerk  
Town of Pierce