

MINUTES
TOWN OF HUDSON - BOARD OF TRUSTEES
REGULAR MEETING
January 6, 2016 - 6:00 P.M.

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

Mayor Patch called the meeting to order at 6:00 p.m.

ROLL CALL

Mayor, Raymond Patch - Present
Trustee, Matt Cole – Absent
Trustee, Laura Hargis – Present
Trustee, Christine Hamilton – Present
Trustee, Julia Stell – Present
Trustee, Terri Davis – Present
Trustee, Maria Chavez - Present

Town Clerk/Treasurer, Linnette Barker took roll call, and a quorum of the Mayor Pro-Tem and (5) Trustees were present.

Town Staff Present:

Town Administrator – Joe Racine
Town Attorney – Corey Hoffmann
Town Clerk/Treasurer– Linnette Barker
Economic Development Director – Dan Hamsmith
Public Works Director – Ron Allen
Utility Director – Hunter Fobare
Public Safety Director – Brent Flot
Recreation/Events Coordinator – Billie Stam

ADDITIONS TO AGENDA

CITIZEN'S COMMENTS

Chief Gabrielson, Hudson Fire Protection District, reported that the 2015 year-end report is complete. The District handled 755 calls in 2015. The District has 18 career Firefighters and will have 24/7 coverage with three Firefighters at the Hudson Station and three Firefighters at the Lochbuie Station. The District changes are outlined in the 2015 year-end report. The Strategic Planning Group meeting will be next Monday at 5:30 pm.

1) CONSENT AGENDA

(Consent Agenda Items are considered routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member or Citizen so requests, in which case the items may be removed from the Consent Agenda and considered at the end of the Regular Agenda.)

- a. Board of Trustees Minutes, Regular Meeting, December 2, 2015
- b. Payment of Bills

c. Liquor License Renewal – El Faro Restaurant

Trustee Hamilton made a motion, seconded by Trustee Hargis to approve the Consent Agenda.

The vote was as follows:

Aye: Trustees Hamilton, Hargis, Stell, Chavez, Davis and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

2) PUBLIC HEARING

a. Supplemental Appropriation, 2015 Budget, Library Fund

Mayor Patch opened the Public Hearing for the purposed supplemental appropriation in the 2015 Budget at 6:05 pm.

Joe Racine, Town Administrator, reported that the construction of the new library overlapped the end of fiscal year 2014 and the beginning of fiscal year 2015. The budgeted expenses for the library construction in the 2015 budget did not correctly anticipate that portion of the construction cost that would be incurred in 2015. The total amount appropriated for 2015 in the Library Fund was \$2,264,541; the actual expenses incurred are approximately \$2,850,000. In order to ensure that the actual end of year expense is within the budgeted amount the supplemental appropriation is increased by \$700,000 to a new total of \$2,964,541.00.

No public comment.

Trustee Cole arrived at approximately 6:08 pm.

Mayor Patch closed the Public Hearing at 6:10 pm.

3) GENERAL BUSINESS

a. Resolution 16-01, A Resolution establishing a designated Public Place for the Posting of Meeting Notices as required by the Colorado Open Meetings Law

Trustee Hargis made a motion, seconded by Trustee Stell to approve Resolution 16-01, A Resolution establishing a designated Public Place for the Posting of Meeting Notices as required by the Colorado Open Meetings Law.

The vote was as follows:

Aye: Trustees Hargis, Stell, Cole, Davis, Chavez, Hamilton and Mayor Patch

Nay – None

Mayor Patch declared the motion carried.

- b. Resolution 16-02, Appointment of Cecilia Aichelman as a Commissioner of the Hudson Housing Authority

Trustee Hamilton made a motion, seconded by Trustee Chavez to approve Resolution 16-02, Appointing Cecilia Aichelman as a Commissioner of the Hudson Housing Authority.

The vote was as follows:

Aye: Trustees Hamilton, Chavez, Hargis, Cole, Stell, Davis and Mayor Patch

Nay – None

Mayor Patch declared the motion carried.

- c. Resolution 16-03, Appointments to the Board of Trustees of the Hudson Public Library.

Trustee Hargis made a motion, seconded by Mayor Patch to table this until the next Regular Board of Trustees Meeting on January 20, 2016 when the applicants for the two vacancies on the Hudson Public Library Board of Trustees could be present.

The vote was as follows:

Aye: Trustees Hargis, Davis, Cole, Stell, Hamilton, Chavez and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

- d. Resolution 16-04, 2015 Budget Supplement, Library Fund

Trustee Hamilton made a motion, seconded by Trustee Chavez to approve Resolution 16-04, A Resolution approving a supplemental appropriation for the 2015 Budget of the Town of Hudson.

The vote was as follows:

Aye: Trustees Hamilton, Chavez, Davis, Stell, Cole, Hargis and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

- e. Grant contract with the Colorado Department of Local Affairs, EIAF #9046 – Hudson Best & Brightest Intern.

Joe Racine, Town Administrator, reported that the Town was awarded a matching grant from the Colorado Department of Local Affairs for a management intern through the “Best & Brightest” program.

Trustee Hargis made a motion, seconded by Trustee Stell to approve Grant Contract with the Colorado Department of Local Affairs, EIAF #9046, Hudson Best & Brightest Intern.

The vote was as follows:

Aye: Trustees Hargis, Stell, Cole, Hamilton, Chavez, Davis and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

- f. Ordinance 15-15, Second Reading, An Ordinance approving the conveyance of Town-owned property known as Lots 17 through 20, Block 1, Hudson Heights Addition, plus the adjoining vacated north fifteen feet of Fifth Avenue.

Joe Racine, Town Administrator, reported that this ordinance makes the sale of the old public works facility property at 5th Avenue and Cherry Street possible.

Trustee Cole made a motion, seconded by Trustee Hargis to approve Ordinance 15-15, Second Reading, An Ordinance approving the conveyance of Town-owned property known as Lots 17 through 20, Block 1, Hudson Heights Addition, plus the adjoining vacated north fifteen feet of Fifth Avenue.

The vote was as follows:

Aye: Trustees Cole, Hargis, Stell, Hamilton, Davis, Chavez and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

- g. Donation Agreement between the Town of Hudson and Greeley Habitat for Humanity.

Trustee Hargis made a motion, seconded by Trustee Cole to table this until the next regular Board of Trustees Meeting on January 20, 2016.

The vote was as follows:

Aye: Trustees Hargis, Cole, Davis, Stell, Chavez, Hamilton and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

- h. Ordinance 15-16, Second Reading, An Ordinance repealing and reenacting Section 2-11 of the Hudson Municipal Code regarding deadlines for affidavits for Write-In Candidates and Cancellation of Elections.

Corey Hoffmann, Town Attorney, reported that this Ordinance would amend a portion of the Hudson Municipal Code to coincide with new statutory provisions.

Trustee Hargis made a motion, seconded by Trustee Davis to approve Ordinance 15-16, Second Reading, An Ordinance repealing and reenacting Section 2-11 of the Hudson Municipal Code regarding deadlines for affidavits for Write-In Candidates and Cancellation of Elections.

The vote was as follows:

Aye: Trustees Hargis, Davis, Cole, Hamilton, Stell, Chavez and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

i. Agreement for Professional Services, Town Hall Owner's Representative, RKG, Inc.

Joe Racine, Town Administrator, reported that RKG, Inc. was the owner's representative for the new Library and advisor to the Town on the new public works facility. This agreement is for RKG, Inc. to be the owner's representative for the New Town Hall project. The cost for an estimated 560 hours of consulting services would be a maximum billable amount of \$50,960.00. This would provide for hands-on management from pre-construction through post-construction of the project.

Trustee Hamilton made a motion, seconded by Trustee Stell to approve the Professional Services Agreement with RKG, Inc. for the Town Hall project.

The vote was as follows:

Aye: Trustees Hamilton, Stell, Hargis, Davis, Chavez, Cole and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

j. Ordinance 16-01, Emergency Ordinance, Creating the Department of Public Safety

Joe Racine, Town Administrator, reported that this Ordinance is for the establishment of a new "Department of Public Safety" in the Municipal Code that would be managed by the new Town Marshal.

Trustee Hargis made a motion, seconded by Trustee Cole to approve Ordinance 16-01, Emergency Ordinance, Creating the Department of Public Safety.

The vote was as follows:

Aye: Trustees Hargis, Cole, Davis, Chavez, Hamilton, Stell and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

k. Ratification, Indirect Law Enforcement Service Agreement

Brent Flot, Public Safety Director, explained that this agreement is to provide the Town with emergency services when a Hudson Marshal is not on duty. This is for ratification of an informal approval by the Board after the last meeting.

Trustee Stell made a motion seconded by Trustee Chavez to approve the ratification for the Indirect Law Enforcement Service Agreement.

The vote was as follows:

Aye: Trustees Stell, Chavez, Cole, Hargis, Hamilton, Davis, and Mayor Patch

Nay - None

Mayor Patch declared the motion carried.

I. User Agreement, CJIS Computer Systems Colorado Bureau of Investigation

Brent Flot, Public Safety Director, explained that this is a user agreement is for CJIS (Criminal Justice Information System) and CBI. This allows law enforcement to obtain criminal, civil, and drivers licensing information. This agreement allows the town to apply for an ORI (Originating Agency Identifier), which is needed to submit evidence to CBI, to utilize the Records Management System and to transfer information to the National Incident Based Reporting System and Uniform Crime Reporting indexes.

Vote deferred to later in the agenda.

m. Greeley/Weld County Public Safety Confidentiality of Information and System User Agreement

Brent Flot, Public Safety Director, explained that each user who has access to the Criminal Justice Information System completes the user agreement for confidentiality of information.

Vote deferred to later in the agenda.

n. Agreement Consolidated Communications Network of Colorado, Inc. Statewide Digital Trunked Radio System Participant.

Brent Flot, Public Safety Director, explained that this agreement is to acknowledge the requirements associated with using the statewide digital trunked radio system. This service is mandatory for any first responder to communicate with dispatch and other first responders.

Vote deferred to later in the agenda.

o. Memorandum of Understanding, Weld County Victim Advocate Service Unit

Brent Flot, Public Safety Director, explained that this Memorandum of Understanding is necessary for liability issues to protect the Town of Hudson. The Weld County Victim Advocate Service is available 24/7 to provide victims of statutorily defined crimes services to help cope with their loss.

Vote deferred to later in the agenda.

p. Memorandum of Understanding with Weld County concerning the establishment of a Special Weapons and Tactics Team (SWAT)

Brent Flot, Public Safety Director, explained that this Memorandum of Understanding with Weld County is essential to assist in the protection of Hudson citizen's. The service is available 24/7 and allows the SWAT Team to respond to critical events beyond the capabilities of the Marshal's Office.

Vote deferred to later in the agenda.

- q. Agreement between the Board of County Commissioners of the County of Douglas and the Hudson Police Department – Sex Offender List Management

Brent Flot, Public Safety Director, explained that this agreement is for maintenance of registered sex offenders located in the Town of Hudson. Douglas County maintains the website, which contains the list of offenders within the jurisdiction.

Vote deferred to later in the agenda.

- r. Weld County Regional Communications User Agreement

Brent Flot, Public Safety Director, explained that this agreement provides clarification on the cost for dispatch services, definition of dispatch services, and the requirement of the Town of Hudson.

Vote deferred to later in the agenda.

- s. Discussion – Staffing levels in Town Marshal’s Office

Joe Racine, Town Administrator, reported that with a reasonable on-call schedule and considering training, vacation, and other anticipated time off and in consideration of the drastically reduced level of “indirect” services that will be provided from the Weld County Sheriff’s Office, there is no practical way to cover the town with two officers. He requested approval by the Board for a second Deputy Marshal position.

Mayor Patch made a motion, seconded by Trustee Hargis to approve Agenda items L through S.

The vote was as follows:

Aye: Trustees Hargis, Davis, Cole, Stell, Chavez and Mayor Patch

Nay – Trustee Hamilton

Mayor Patch declared the motion carried.

3) STAFF REPORTS

Joe Racine, Town Administrator, reported that the Home Rule Charter Commission approved the Home Rule Charter and referred the Charter to the Board of Trustees. The Board of Trustees will consider the Charter and referendum to the voters for the April Election at the January 20, 2016 Regular Board of Trustees Meeting.

Joe Racine, Town Administrator, reported water model is nearing completion and will discuss at a Work Session with KBN Engineering in February or March.

Joe Racine, Town Administrator, reported that we have received a couple of complaints regarding the clearing of snow from sidewalks. The Town of Hudson does not have an Ordinance requiring the clearing of sidewalks. Corey Hoffmann, Town Attorney will draft a sidewalk-clearing ordinance for the Board’s consideration for residential and commercial.

Billie Stam, Recreation/Events Coordinator, reported that the NOAA weather radios have been ordered and should be here Monday. The first Senior Meet and Greet will be held on January 19, 2016 at the Library, surrounding areas have been invited.

Ron Allen, Public Works Director, reported that he is working on getting a quote for patching Hudson Drive by Farm & Home Lumber. The Public Works Department is fully moved into the new Town Shop.

Hunter Fobare, Utility Director, reported that the SBR Feed pump has been replaced and the wastewater plant is fully on-line. Continuing to work on replacing the water meters, this is approximately 60% complete.

Dan Hamsmith, Economic Development Director, reported that FEMA has approved the Disaster Mitigation Plan with the Weld County Office of Emergency Management. The plan will come to the Town of Hudson for approval sometime in February.

Mayor Patch reported that the School Board has requested representatives to be on the Citizens Advisory Committee and has requested that someone from the Hudson Board of Trustees be a representative. Trustee Stell and Chavez requested additional information.

Mayor Patch reported that on February 1, 2016 at 7:00 pm at the Hudson Fire Station will be the Ceremony to swear-in the new Town Marshal and Deputies.

ADJOURNMENT

The meeting adjourned at approximately 7:29 p.m.

TOWN OF HUDSON, COLORADO

Mayor

ATTEST

Town Clerk