



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, September 24, 2019

7:00 PM

Board Room

STUDY SESSION 6:00 PM IN THE COMMUNITY ROOM

AGENDA FOR THE STUDY SESSION IS A DISCUSSION OF THE REGULAR MEETING
AGENDA BELOW

REGULAR MEETING 7:00 PM IN THE BOARD ROOM

I. CALL MEETING TO ORDER

Madam Mayor Carroll called the September 24, 2019 regular Board of Trustees meeting at 7:36 pm.

II. ROLL CALL

Present: 6 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Charles
Trustee Woog
Trustee Gippe
Trustee van Woudenberg

Absent: 1 - Trustee Haid

III. APPROVAL OF THE AGENDA

Trustee Woog moved to amend the agenda to 1) move Agenda Item 19-466 from the Proclamations & Presentations section to follow the Resolutions section, 2) move Agenda Item 19-437 from the Consent Agenda sections to the Resolutions second. The motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

IV. CONSENT AGENDA 7:05 PM

Mayor Pro Tem Deakin moved to approve the Consent Agenda; the motion was seconded by Trustee Charles. The motion carried with the following roll call vote:

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

[19-429](#)

A Resolution of the Board of Trustees of the Town of Erie, Appointing R.

Scott deLuise as the Town of Erie's Designee to the Metro Denver Aviation Coalition of the Metro Denver Economic Development Corporation

Attachments: [Resolution](#)

[19-454](#) Approval of September 10, 2019 Meeting Minutes

Attachments: [September 10, 2019 Draft Meeting Minutes](#)

[19-458](#) A Resolution of the Board Of Trustees of the Town Of Erie Appropriating \$51,049 of Conservation Trust Funds for the Removal of Hazardous Trees from the Wise Homestead Property

Attachments: [Resolution](#)
[Blue River Tree Care Quote](#)
[Colorado Barricade Quote](#)

[19-465](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing the Town Administrator to Execute Quotes for Insurance for the Town from the Colorado Intergovernmental Risk Sharing Agency (CIRSA) for 2020

Attachments: [Resolution](#)
[Property/Casualty & Workers' Compensation Quotes](#)

V. PUBLIC COMMENT 7:10 PM

Lois Rice of 2188 Pinon Circle, Erie, Colorado, gave public comment on the oil and gas policy statement.

VII. RESOLUTIONS 7:35 PM

[19-437](#) A Resolution of the Board of Trustees of the Town Of Erie Approving A Professional Services Agreement with The Novak Consulting Group For Facilitation of Town Staff Vision, Mission and Values in the Amount of \$34,800

Attachments: [Resolution](#)
[Professional Services Agreement](#)
[The Novak Consulting Group Proposal](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 19-437. The motion was seconded by Trustee van Woudenberg. The motion carried with the following roll call vote:

Aye: 4 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

[19-459](#) A Resolution of the Board of Trustees of the Town of Erie Adopting a

Policy Statement on Oil and Gas Development

Attachments: [Resolution](#)

[2019.09.24 Discussion DRAFT of BOT Policy on Oil and Gas](#)

Trustee van Woudenberg approved Agenda Item 19-459; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with a four (4) for and two (2) against vote with Trustee Charles and Trustee Woog voting no.

Aye: 4 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

[19-469](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Sixth Amendment to the Disposition and Development Agreement for the Nine Mile Project

Attachments: [Resolution](#)

Trustee Charles moved to continue Agenda Item 19-469 to the October 8, 2019 regular Board of Trustees meeting; the motion was seconded by Trustee Woog. The motion carried with all present voting in favor thereof.

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

[19-293](#)

PUBLIC HEARING:

A Resolution of the Board of Trustees of the Town of Erie Approving an Easement Agreement between the Town of Erie and Verizon Wireless (VAW), LLC D/B/A Verizon Wireless allowing Utility Access through Town Property for Construction and Use of a Verizon Telecommunication Facility Located on Adjacent Private Property

Attachments: [a. Resolution](#)

[b. Easement and Exhibits](#)

Madam Mayor Carroll opened the public hearing for Agenda Items 19-293, 19-447, and 19-449 at 7:49 pm.

Chris LaRue, Senior Planner, presented to the Board of Trustees.

The applicant, Pam Goss of Rutherford Enterprises presented on the proposed area, service area, wireless coverage, and design proposal.

David Panak of 86 Bonanza Drive, Erie, Colorado, gave public comment on the Verizon Wireless.

Pam Gross responded to questions from public comment regarding fire station impact and frequencies as well as if the site could accommodate additional carriers.

Pam Gross responded to Board questions regarding other locations for towers, how cell towers impact property values, health and safety concerns, how many people attended the neighborhood meeting, special shielding, the type of

antennas being used, potential start date of construction, and anticipated coverage areas.

Madam Mayor Carroll closed the public comment portion of the public hearing at 8:17 pm.

Trustee Charles moved to approve Agenda Item 19-293; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

19-447

PUBLIC HEARING:

A Resolution of the Board of Trustees of the Town of Erie Approving a Special Review Use for a Verizon Wireless Telecommunications Facility

Attachments: [a. Staff Memo](#)
[. Resolution](#)
[c. Site Plan / Special Review Use Document](#)
[d. Applicant Materials](#)
[e. Referral Comments](#)
[f. Public Notice](#)
[g. Neighborhood Meeting](#)
[h. Staff Presentation Grandview Telecom SRU & SP](#)
[i. Applicant Presentation](#)

Trustee Charles moved to approve Agenda Item 19-447; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

19-449

PUBLIC HEARING:

A Resolution of the Board of Trustees of the Town of Erie Approving a Site Plan Amendment for a Verizon Wireless Telecommunications Facility at 50 Bonanza Drive

The property is located on the southwest corner of Erie Parkway and Bonanza Drive. This request is for consideration of a Site Plan Amendment to construct a cupola addition to the existing Mountain View Fire station in order to house and conceal a Verizon Wireless Telecommunication Facility.

Attachments: [a. Staff Memo](#)
[b. Resolution](#)
[c. Site Plan / Special Review Use Document](#)
[d. Applicant Materials](#)
[e. Referral Comments](#)
[e. Public Notice](#)
[g. Neighborhood Meeting](#)
[h. Staff Presentation Grandview Telecom SRU & SP](#)
[i. Applicant Presentation](#)

Trustee Charles moved to approve Agenda Item 19-449; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

[19-463](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the Historic Preservation Master Plan

Attachments: [Resolution](#)
[Historic Preservation Master Plan](#)

VI. PROCLAMATIONS AND PRESENTATIONS 7:20 PM

[19-466](#) Downtown Parking & Circulation Plan

Attachments: [Presentation](#)

19-481 Re-open public comment

Rich Hiegel of 105 Wells Street, Erie, Colorado, gave public comment on parking.

Mike Mangione of 425 Balcolm Court, Erie, Colorado, gave public comment on parking.

Jean Koszalka of 445 Channer Court, Erie, Colorado, gave public comment on the recommendation for the bridge.

VIII. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 9:05 PM

Trustee Charles reported on Biscuit Day. Trustee Charles commended the historical society for their work on Biscuit Day event.

Trustee Gippe reported on the upcoming Miner's Blast event on October 5, 2019 12 pm - 4 pm.

Trustee Woog report on the Erie Community Center's new tile in the locker rooms.

Trustee van Woudenberg reported on flare mapping with Earth Works. Trustee van Woudenberg also reported on the educational meeting at the Erie

Community Center.

IX. EXECUTIVE SESSION 9:15 PM

[19-464](#)

An Executive Session to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property, pursuant to C.R.S. § 24-6-402(4) (a), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), for 1) which a topic cannot be disclosed without compromising the purpose of the executive session, 2) Nine Mile Sixth Amendment to Disposition and Development Agreement

Mayor Pro Tem Deakin moved to go into an Executive Session to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property, pursuant to C.R.S. § 24-6-402(4)(a), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), for 1) which a topic cannot be disclosed without compromising the purpose of the executive session, 2) Nine Mile Sixth Amendment to Disposition and Development Agreement. Trustee Charles seconded the motion; the motion carried with all present voting in favor thereof.

Madam Mayor Carroll announced; It's Tuesday, September 24, 2019, and the time is 10:44 pm. For the record, I am the presiding officer, Mayor Carroll. As required by the Open Meetings Law, this executive session is being electronically recorded. Also present at this executive session are the entire Board of Trustees, Town Attorney Kendra Carberry, Deputy Town Administrator Farrell Buller, and Town Administrator Malcolm Fleming.

Madam Mayor Carroll announced; the time 10:52 pm, and the executive session has concluded. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Hearing none, Mayor Carroll moved to the next agenda item

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

X. ADJOURNMENT 9:30 PM

Madam Mayor Carroll adjourned the September 24, 2019 regular Board of Trustees meeting at 10:55 pm.