



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Town Council

Tuesday, November 12, 2024

7:15 PM

Council Chambers

or Immediately Following the Urban Renewal Authority Meeting

Link to Watch or Comment Virtually: <https://bit.ly/TownCouncil2ndTuesday2024>

I. Call Meeting to Order and Pledge of Allegiance

Mayor Brooks called the meeting to order at 7:21 p.m.

II. Roll Call

Present: 6 - Mayor Brooks, Mayor Pro Tem Loflin, Council Member Baer, Council Member Sawusch, Council Member Hoback, and Council Member Bell

III. Approval of the Agenda

Councilmember Sawusch requested that Item 24-487; A Resolution of the Town Council of the Town of Erie Adopting the Updated 2025 Legislative Agenda, be moved to General Business.

Councilmember Bell made a motion to approve the amended Agenda. Councilmember Baer seconded the motion. The motion passed by the following vote at 7:22 p.m.

Ayes 6 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

IV. Consent Agenda

[24-526](#) Approval of the October 22, 2024 Town Council Meeting Minutes

Attachments: [10-22-2024 Council Minutes](#)

[24-365](#) A Resolution of the Town Council of the Town of Erie Approving a Joint Use Agreement for Shared Facility Space with St. Vrain Valley School District

Attachments: [Resolution 24-147](#)
[Joint Use Agreement - St Vrain Valley School District 2024](#)

[24-420](#) A Resolution of the Town Council of the Town of Erie Approving an Agreement for Professional Services with Ulteig Operations, LLC for Construction Management Services for the Weld County Road 3 Bridge Replacement Improvements

Attachments: [Resolution 24-149](#)
[Professional Services Agreement](#)
[Vicinity Map](#)

[24-459](#) A Resolution of the Town Council of the Town of Erie Approving a Construction Contract with RCD Construction, Inc. for the Weld County Road 3 Bridge Replacement Improvements

Attachments: [Resolution 24-166](#)
[Construction Contract](#)
[Vicinity Map](#)
[Traffic Detour Plans](#)

[24-487](#) A Resolution of the Town Council of the Town of Erie Adopting the Updated 2025 Legislative Agenda

Attachments: [Resolution](#)
[2025 Legislative Agenda](#)

[24-498](#) A Resolution of the Town Council of the Town of Erie Appointing Lyle S. Martin to the Airport Economic Development Advisory Board

Attachments: [Resolution 24-158](#)
[Lyle Martin AEDAB](#)

[24-502](#) A Resolution of the Town Council of the Town of Erie Approving the First Amendment to the Development Agreement for Erie Four Corners Subdivision Filing No. 1

Attachments: [Resolution No. 24-159](#)
[First Amendment to Development Agreement for Four Corners Subdivision Filing No. 1](#)

[24-504](#) A Resolution of the Town Council of the Town of Erie Approving a Compliance Order with Colorado Department of Public Health and Environment, Water Quality Control Division

Attachments: [Resolution](#)
[Compliance Order](#)
[SEP Proposal/Agreement](#)

[24-506](#) A Resolution of the Town Council of the Town of Erie Approving the

First Amendment to Professional Services with Kearns & West, Inc. to Facilitate the Landfill Task Force Project

- Attachments:** [Resolution 24-160; Approving First Amendment to Professional Services with Kearns & West, Inc. to Facilitate the Landfill Task Force Project](#)
[Original Agreement for Professional Services](#)
[Amendment to Agreement for Professional Services](#)
[Kearns & West Landfill Task Force Budget Modification Memo](#)

24-507

A Resolution of the Town Council of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Erie Four Corners Subdivision Filing No.1 Amendment 1 Minor Plat Amendment

- Attachments:** [Resolution No. 24-164](#)
[Erie Four Corners Subdivision Filing No. 1 Amendment 1 Development Agreement](#)
[Erie Four Corners Subdivision Filing No.1 Amendment 1 Minor Plat Amendment](#)

Councilmember Sawusch made a motion to approve the Consent Agenda. Councilmember Baer seconded the motion. The motion passed by the following vote at 7:23 p.m.

- Ayes** 6 - Mayor Brooks
 Mayor Pro Tem Loflin
 Council Member Baer
 Council Member Sawusch
 Council Member Hoback
 Council Member Bell

V. Public Comment On Non-Agenda and Consent Items only.

Mayor Brooks read the Public Comment rules and opened Public Comment at 7:24 p.m.

With no speakers in person or online virtually, Mayor Brooks closed Public Comment at 7:24 p.m.

VI. General Business

24-487

A Resolution of the Town Council of the Town of Erie Adopting the Updated 2025 Legislative Agenda

- Attachments:** [Resolution](#)
[2025 Legislative Agenda](#)

Councilmember Sawusch asked that Item 24-487 be moved from the

Consent Agenda to General Business.

Melissa Wiley, Deputy Town Manager, answered questions from Town Council.

Councilmember Sawusch made a motion to table this item indefinitely. Councilmember Bell seconded the motion. The motion failed by the following vote at 7:41 p.m.

- Ayes** 2 - Council Member Sawusch
Council Member Bell
- Nayes** 4 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Hoback

Mayor Pro Tem Loflin made a motion to approve Resolution 24-157. Councilmember Hoback seconded the motion. The motion passed by the following vote at 7:42 p.m.

- Ayes** 4 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Hoback
- Nayes** 2 - Council Member Sawusch
Council Member Bell

[24-514](#) Recreation Employee Appreciation

Luke Bollinger, Parks & Recreation Director, and Rachel Wysup, Recreation Division Manager, presented the item at 7:43 p.m.

[24-510](#) PUBLIC HEARING: A Resolution of the Town Council of the Town of Erie Adopting the 2025 Budget

Attachments: [2025 Proposed Budget Memo - 2nd Hearing](#)
[2025 Budget Presentation](#)
[2025 Capital Project List](#)
[2025-2029 Capital Improvement Plan](#)
[2025 Proposed Budget Book](#)
[Resolution 24-169 and Schedule A](#)

Mayor Brooks opened the Public Hearing at 7:55 p.m.

Sara Hancock, Finance Director, and Cassie Bethune, Fiscal Manager, presented the item at 7:56 p.m.

With no speakers in person or online virtually, Mayor Brooks closed the

Public Hearing at 9:00 p.m.

Councilmember Hoback made a motion to approve Resolution 24-169. Councilmember Bell seconded the motion. The motion passed by the following vote at 9:02 p.m.

Ayes 5 - Mayor Brooks
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

Absent 1 - Mayor Pro Tem Loflin

[24-519](#)

A Resolution of the of the Town Council of the Town of Erie Adopting the Town's Fee Schedule for 2025

Attachments: [Resolution 24-168 2025 Fee Schedule - FINAL 10.30](#)

Sara Hancock, Finance Director, presented the item at 9:03 p.m.

Councilmember Bell made a motion to approve Resolution 24-168. Councilmember Hoback seconded the motion. The motion passed by the following vote at 9:09 p.m.

Ayes 5 - Mayor Brooks
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

Absent 1 - Mayor Pro Tem Loflin

[24-430](#)

PUBLIC HEARING: An Ordinance of the Town Council of the Town of Erie Adding a New Chapter 15 to Title 10 of the Erie Municipal Code, to Regulate Natural Medicine Businesses

Attachments: [Staff Report](#)
[Resolution No. P24-15](#)
[Ordinance No. 041-2024](#)
[Ordinance No. 041-2024 Alternate](#)
[Presentation](#)
[Notice of Public Hearing](#)

Mayor Brooks opened the Public Hearing at 9:10 p.m.

Kelly Driscoll, Planning Manager, and Kelsey Thede, Deputy Town Clerk presented the item at 9:10 p.m.

With no speakers in person or online virtually, Mayor Brooks closed the Public Hearing at 9:32 p.m.

Councilmember Hoback made a motion to approve Ordinance 041-2024 (Option 1). Councilmember Sawusch seconded the motion. The motion passed by the following vote at 9:33 p.m

Ayes 5 - Mayor Brooks
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

Absent 1 - Mayor Pro Tem Loflin

[24-481](#)

An Ordinance of the Town Council of the Town of Erie Amending Section 6-3-3 of the Erie Municipal Code Regarding Discharge of a Firearm on Agricultural Property

Attachments: [Erie West Annexation Property Map](#)
[Ordinance No. 034-2024](#)
[Presentation](#)

Sarah Nurmela, Planning & Development Director, and Lee Mathis, Police Chief, presented the item at 9:36 p.m.

Councilmember Bell made a motion to approve Ordinance 034-2024. Councilmember Hoback seconded the motion. The motion passed by the following vote at 9:45 p.m.

Ayes 5 - Mayor Brooks
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

Absent 1 - Mayor Pro Tem Loflin

[24-523](#)

A Resolution of the Town Council of the Town of Erie Appointing Two Councilmembers to Roundtable Discussion Regarding Water Rates and Fees on December 3, 2024

Attachments: [Resolution](#)

Melissa Wiley, Deputy Town Manager, presented the item 9:46 p.m.

Councilmember Baer made a motion to approve Resolution 24-172; appointing Councilmembers Hoback and Sawusch to the Roundtable Discussion on December 3, 2024. Councilmember Bell seconded the motion. The motion passed by the following vote at 9:53 p.m.

Ayes 5 - Mayor Brooks
Council Member Baer
Council Member Sawusch
Council Member Hoback
Council Member Bell

Absent 1 - Mayor Pro Tem Loflin

[24-466](#) Transportation & Mobility Plan Final Draft

Attachments: [TC TMP Update 11.12.2024](#)
[2024 Erie Transportation Mobility Plan](#)
[2024 Erie Transportation Mobility Plan Appendices](#)

Miguel Aguilar, Sr. Transportation Planner, and John Firouzi, Transportation & Mobility Manager, presented the item at 9:54 p.m.

VII. Staff Reports

[24-522](#) Environmental Services Monthly Report - September & October 2024

Attachments: [Monthly Report - Sept & Oct 2024](#)

[24-511](#) 2024 Grants to Communities Report

VIII. Council Member Reports and Announcements

Councilmembers recognized Parks & Recreation for their Veteran's Day event. They also spoke about the DRACO pad - link available at the ECMC site, please keep your good dogs on a leash, Erie HS band participated in the parade in Longmont, HPAB is setting up a model train display at the ECC on November 15th which is the Town of Erie's 150th Celebration and on Nov 14th at Erie PD there is a Teen Substance Abuse Trends meeting for parents 5:30-8 p.m.

IX. Adjournment

Mayor Brooks adjourned the meeting at 10:09 p.m.

Approved _____
Mayor

Attest _____
Town Clerk