



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Agenda Board of Trustees

Tuesday, April 13, 2021

6:30 PM

Board Room

via Virtual Meeting
<http://bit.ly/0413BOT>

I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

6:30 p.m.

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. CONSENT AGENDA

6:35 p.m.

[21-136](#)

Approval of the March 23, 2021 Board of Trustees Meeting Minutes

Attachments:

[March 23, 2021 BOT Minutes](#)

[21-104](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the First Amendment to the Construction Manager At-Risk (CMAR) Contract with Ellingson-DTD for the Design and Installation of a Horizontal, Directionally Drilled, Municipal Water Well

Attachments:

[Resolution 21-036](#)

[First Amendment to CMAR Contract](#)

[Vicinity Map](#)

[Ellingson GMP Proposal](#)

[21-124](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Services Agreement with Weifield Group Electrical Contracting, Inc., for the Town Hall Generator Replacement Installation

Attachments:

[Resolution 21-042](#)

[Agreement](#)

[21-125](#) A Resolution of the Board of Trustees of the Town of Erie Accepting an Airport Coronavirus Relief Grant Program (ACRGP) Grant from the Federal Aviation Administration for the Erie Municipal Airport in the Amount of \$13,000

Attachments: [Resolution 21-043](#)
[Agreement](#)

[21-135](#) A Resolution of the Board of Trustees of the Town of Erie Accepting a Petition for Annexation of a Parcel of Land Located in Unincorporated Weld County (Hammer Annexation)

Attachments: [Resolution No. 21-044](#)
[Staff Report](#)
[Applicant Materials](#)

[21-139](#) An Ordinance of the Board of Trustees of the Town of Erie Adopting Revised Rules and Regulations Governing the Erie Cemetery

Attachments: [Ordinance No. 09-2021 - Cemetery Rules and Regulations](#)
[Redline Cemetery Rules and Regulations.pdf](#)
[Cemetery Rules and Regulations](#)

[21-148](#) A Resolution of the Board of Trustees of the Town of Erie Reappointing Teresa Ablao as the Presiding Judge of the Erie Municipal Court; and

A Resolution of the Board of Trustees of the Town of Erie Reappointing Melissa Beato as Assistant Municipal Judge of the Erie Municipal Court

Attachments: [Resolution 21-046](#)
[Resolution 21-047](#)

V. PUBLIC COMMENT AND NON-AGENDA ITEMS

6:35-6:45 p.m.

VI. GENERAL BUSINESS

(This agenda item is reserved for matters that are ready for Board action, and do not fit into other categories, i.e. resolutions, ordinances...)

[21-096](#) Earth Week Proclamation

Attachments: [Proclamation](#)

*Presenters: Tyler Kesler, Sustainability & Water Conservation Specialist
Trustee van Woudenberg, Sponsor
6:45-6:50 p.m.*

[21-067](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Lease Agreement for 555 Briggs Street

Attachments: [Resolution 555 Briggs](#)
[555 Briggs Lease-A040921](#)

Presenter: Ben Pratt, Economic Development Director
6:50-6:55 p.m.

[21-138](#) An Ordinance of the Board of Trustees of the Town of Erie Amending Sections 3-5-1 and 3-5-2.C of the Erie Municipal Code to Allow for Youth Participation on the Sustainability Advisory Board

Attachments: [Ordinance 08-2021](#)

Presenter: Kendra Carberry, Town Attorney
6:55-7:05 p.m.

[21-144](#) Discussion and Board direction on staff requests for the following positions: (1) Grants Manager, (2) Grants Accountant, (3) Recruitment and Retention Specialist, and (4) Administrative Assistant/Town Hall Customer Service Representative.

Presenters: Malcolm Fleming, Town Administrator
Victoria Runkle, Interim Finance Director
Ben Pratt, Economic Development Director
Alicia Melendez, Human Resources Director
Amy Teetzel, Administrative Operations Manager
7:05-7:35 p.m.

VII. STAFF REPORTS

VIII. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

(Information only)
7:35-7:55 p.m.

IX. EXECUTIVE SESSION

[21-143](#) Executive Session to hold a conference with the Town's special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning oil and gas issues.

7:55-8:40 p.m.

X. ADJOURNMENT

(The Board's Goal is that all meetings be adjourned by 10:30pm. An agenda check will be conducted at or about 10:00 p.m., and no later than at the end of the first item finished after 10:00 p.m. Items not completed prior to adjournment will generally be taken up at the next regular meeting.)