



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Final

Board of Trustees

Tuesday, March 24, 2020

6:45 PM

VIRTUAL MEETING via ZOOM

REGULAR MEETING 6:45 PM VIA ZOOM

I. CALL MEETING TO ORDER 6:45 PM

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: 7 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Charles
Trustee Woog
Trustee Haid
Trustee Gippe
Trustee van Woudenberg

III. APPROVAL OF THE AGENDA

A motion was made by Trustee Haid, seconded by Trustee Gippe, that we move 20-207 to General Business, with that exception this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, and Trustee Gippe, and Trustee van Woudenberg

IV. CONSENT AGENDA 6:50 PM

A motion was made by Mayor Pro Tem Deakin, seconded by Trustee Haid, that the Consent Agenda Item be approved and Item 20-207 be removed from the Consent Agenda and considered under General Business. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[20-187](#) Approval of March 10, 2020 Draft Meeting Minutes

Attachments: [Minutes- March 10, 2020](#)

[20-119](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services With Fox Tuttle Transportation Group for the Design of the Traffic Signal at Erie Parkway and Weld County Road 7 in the Amount of \$68,000

Attachments: [Resolution](#)
[Professional Services Agreement](#)

[20-169](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Permanent Utility Easement

Attachments: [Resolution](#)
[Easement Agreement](#)
[Map](#)

[20-179](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Browns Hill Engineering and Controls for Supervisory Control and Data Acquisition (SCADA) and Controls Services

Attachments: [Resolution](#)
[Agreement](#)

[20-181](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Tri-State Fireworks for a Fireworks Display on July 3, 2020, in the Amount of \$45,000

Attachments: [Resolution](#)
[Agreement](#)

[20-186](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with Spiegel Industrial, LLC for the Interior Lining Replacement of The 4 Mg Concrete Storage Tank

Attachments: [Resolution](#)
[Agreement](#)
[Proposal](#)

V. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA 6:55 PM

There were no Public Comments received.

VI. GENERAL BUSINESS 7:05 PM

[20-045](#) Honorary Proclamation Child Abuse Prevention Month and Crime Victims' Rights Week April 19-25, 2020

Attachments: [2020 April Child Abuse proclamation](#)

Trustee Gippe presented the Child Abuse Prevention Month and Crime Victims Proclamation .

[20-178](#) Earth Week Proclamation

Attachments: [Proclamation](#)

Trustee van Woudenberg presented a video of Citizens encouraging all to observe Earth Week,

[20-207](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Agricultural Lease of the Wise Farm Property

Attachments: [Resolution](#)
[Lease](#)

A motion was made by Trustee Charles, seconded by Mayor Pro Tem Deakin, that this Agenda Item be approved. The motion carried by the following vote:

- Aye:** 5 - Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg
- Nay:** 2 - Mayor Carroll, and Trustee Haid

[20-170](#)

PUBLIC HEARING - An Ordinance of the Board of Trustees of the Town of Erie Approving with Conditions the Erie Town Center Planned Development (PD) Zoning

Attachments: [Ordinance No. 2020](#)
[Erie Town Center PD Zoning Map](#)
[Erie Town Center PD Development Guide](#)
[Staff Memo](#)
[Planning Commission Reso No P20-05 & Draft Minutes](#)
[Land Use Application](#)
[Public Hearing Notice](#)
[Public Comment - Cavanagh](#)
[Staff Presentation](#)
[Town Center Financial Tools](#)

A motion was made by Trustee Haid, seconded by Mayor Pro Tem Deakin, that this Agenda Item be approved. The motion carried by the following vote:

- Aye:** 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[20-174](#)

PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Amending Various Sections of Title 10 of the Erie Municipal Code, the Town's Unified Development Code

Attachments: [Ordinance No. -2020](#)
[Staff Memo](#)
[Planning Commission Draft Minutes](#)
[Staff Presentation](#)

A motion was made by Trustee Charles, seconded by Mayor Pro Tem Deakin, that this Agenda Item be approved. The motion carried by the following vote:

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

Nay: 1 - Trustee Woog

[20-206](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the Historic Preservation Master Plan

Attachments: [Resolution](#)

[Historic Preservation Master Plan](#)

[Comment & Action Summary](#)

After considerable deliberation, Trustee Charless made a motion and Trustee Gipp Seconded to approve the Agenda Item. The item was approved with a vote of 5-2

Aye: 5 - Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Mayor Carroll, and Trustee Haid

[20-204](#) Holbrook Street Historic Preservation Survey

Attachments: [2020.03.24 Holbrook Street HP Survey](#)

A motion was made by Trustee Charles and seconded by Trustee Gippe to approve the Holbrook Street Historic Preservation Survey. The motion carried by a unanimous vote

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[20-210](#) A Resolution of the Board of Trustees of the Town of Erie Declaring a Local Disaster Emergency

Attachments: [Resolution Declaring Local Disaster Emergency 20200324](#)

[2020.03.14 Declaration](#)

[2020.03.20 Renewed Declaration](#)

[Teleworking Policy 2020.03.17](#)

[Remote Meeting Policy 2020.03.17](#)

[Emergency Leave and Attendance Policy 2020.03.17](#)

[State of Emergency Leave Policy 2020.03.17](#)

A motion was made by Trustee Charles, seconded by Mayor Pro Tem Deakin, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

VII. STAFF REPORTS

[20-177](#) Public Works Monthly Report

Attachments: [Monthly Report](#)

VIII. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 9:45 PM

This is the last Board meeting for Trustee Charles, Mayor Pro Tem Deakin, and Trustee Woog. The remaining members of the board expressed their gratitude for service and dedication. Town Administrator Flemming expressed his gratitude for their superior service. Trustee Gippe reminded everyone to turn in ballots and census returns. Mayor Pro Tem Deakin thanked the staff for their support. Trustee Charles expressed the honor to serve the Town of Erie. Mayor Carroll also thanked the staff.

IX. ADJOURNMENT 10:00 PM