



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, March 23, 2021

6:30 PM

via virtual meeting

<http://bit.ly/0323BOT>

I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Jennifer Carroll called the meeting to order at 6:31 PM.
Mayor made remarks on the Boulder shooting that took place on 3/22/2021.

II. ROLL CALL

Present: 6 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Trustee Loflin
Excused: 1 - Mayor Pro Tem Haid

III. APPROVAL OF AGENDA

Trustee Gippe moved to approve the agenda. Trustee Bell seconded the motion.
The motion passed by the following vote at 6:36 p.m.

Ayes: 6 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Trustee Loflin

IV. CONSENT AGENDA

[21-118](#) Approve the March 9, 2021 Board of Trustee Meeting Minutes

Attachments: [March 9, 2021 BOT Minutes](#)

Trustee Harrison moved to approve the Consent Agenda. Trustee van Woudenberg seconded the motion. The motion passed by the following vote at 6:36 p.m.

Ayes:6
Mayor Carroll
Trustee Gippe
Trustee van Woudenberg

Trustee Bell
Trustee Harrison
Trustee Loflin

[21-093](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with SEMA Construction, Inc., for the Zone 3 Waterline Extension Phase 2A

Attachments: [Resolution 21-039](#)
[Vicinity Map](#)
[Construction Contract](#)

[21-112](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with Baseline Engineering Corporation

Attachments: [Resolution 21-035](#)
[Professional Services Agreement](#)
[Vicinity Map](#)
[Baseline Proposal Submittal](#)
[Baseline Fee Proposal](#)

[21-113](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with JR Engineering LLC., for Construction Management Services for the Zone 3 Waterline Extension Phase 2A

Attachments: [Resolution 21-040](#)
[Agreement for Professional Services](#)
[Vicinity Map](#)

[21-119](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Board of Adjustment Bylaws

Attachments: [Resolution 21-037](#)
[BOA Bylaws](#)
[Resolution A21-01](#)

[21-120](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Agreement with Boulder County for 2021 Youth Corps Services

Attachments: [Resolution 21-041](#)
[Agreement](#)

V. PUBLIC COMMENT AND NON-AGENDA ITEMS

Mayor Carroll read the Public Comment Rules.

Public Comment opened at 6:36 p.m

The following spoke:

1. Geoff Winterbourne spoke about air quality and data needing to be collected from oil and gas sites.
2. Carrie Hackenberger spoke about the American Petroleum Institute of Natural Gas and Oil.
3. Sandra Duggan spoke about the noise problems associated with oil and gas.
4. Liz Fisher spoke about the new position approved in the Town to address air quality.

Public Comment closed at 6:44 p.m.

VI. GENERAL BUSINESS

[21-039](#) Honorary Proclamation Child Abuse Prevention Month and Crime Victims' Rights Week April 18-24, 2021

Attachments: [Proclamation](#)

Trustee Gippe read the Declaration in Support of Child Abuse Prevention Month at 6:44 p.m.

[21-074](#) Arbor Day Proclamation

Attachments: [Arbor Day Proclamation](#)
[Arbor Day Flyer](#)

Trustee Loflin read the Declaration in Support of Arbor Day at 6:47 p.m.

[21-106](#) Presentation recognizing Sarah Wise for her contributions to the Town of Erie and the Historic Preservation Advisory Board.

Attachments: [Sarah Wise - Thank You Video](#)

The video in honor of Sara Wise was presented by HPAB members at 6:49 p.m.

[21-091](#) An Ordinance of The Board of Trustees of the Town of Erie Amending Sections 2-10-6, 8-1-3, 8-1-8, 8-1-9, 8-1-13, and 8-2-9 of the Erie Municipal Code Regarding Potable Water Tap Fee for Small Homes, Water and Sewer Taps, Water Meters for Multi-Unit Residences, Fees in Lieu of Water Dedication, and Related Matters

Attachments: [Ordinance with proposed amendments - Redline](#)
[Ordinance 06-2021 Final](#)

Todd Fessenden, Public Works Director and Andrea Kehrl, Town Water Attorney introduced the item at 6:50 p.m.

Mayor Carroll opened public comment regarding this ordinance at 7:30 p.m.

The following spoke:

1. Heidi Majerik

Public Comment closed at 7:32 p.m.

The item was continued (TBD) until cost analysis information could be provided with the ordinance and then it will return to the Board of Trustees for consideration.

No further action was taken.

[21-123](#)

An Emergency Ordinance of the Board of Trustees of the Town of Erie Amending Chapter 11 of the Title 6 of the Erie Municipal Code by the Addition of a New Section 6-11-19 to Prohibit Engine Compression or Dynamic Braking Devices

Attachments: [Ordinance 07-2021](#)

Kristin Brown, Town Prosecutor introduced the item at 7:44 p.m.

Public Comment opened at 7:47 p.m.

The following spoke about the ordinance.

1. Geoff Winterbourne
2. Sandra Duggan

Public Comment closed at 7:49 p.m.

Trustee Gippe moved to approve the ordinance. Trustee van Woudenberg seconded the motion. The motion passed by the following vote at 7:54 p.m.

Ayes: 5 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Harrison
Trustee Loflin

Nayes: 1 - Trustee Bell

[21-115](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Professional Services Agreement with Wenk Associations to Update the Coal Creek Park Construction Documents

Attachments: [Resolution 21-038](#)

[Agreement](#)

[2021.03.18 Coal Creek Park Added Parking](#)

Patrick Hammer, Director of Parks and Recreation and Luke Bolinger, Special Projects Manager presented the item at 7:55 p.m.

Trustee Gippe moved to approved the resolution. Trustee van Woudenberg seconded the motion. The motion passed by the following vote at 8:05 p.m.

Ayes: 5 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Bell
Trustee Harrison

Nayes: 1 - Trustee Loflin

[21-102](#) Board Discussion of 2022 Budget Process and Budget Retreat

Attachments: [2022 Budget Calendar Presentation](#)

Victoria Runkle, Interim Finance Director and Candice Hout, Finance Manager presented the item at 8:06 p.m.

[21-089](#) An Ordinance of the Board of Trustees of the Town of Erie Repealing and Reenacting Chapter 3 of Title 3 of the Erie Municipal Code Concerning the Historic Preservation Advisory Board

Attachments: [1. Ordinance 05-2021](#)
[2. Redlined Ordinance](#)

Fred Starr, Planning and Development Director presented the item at 8:15 p.m.

Trustee Gippe moved to adopt the ordinance. Trustee Bell seconded the motion. The motion passed by the following vote at 8:17 p.m.

Ayes: 6 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Trustee Loflin

[21-095](#) Water Conservation Programs, Rebates, and Water Plans Public Engagement Process

Attachments: [Presentation](#)

Tyler Kesler, Sustainability & Water Conservation Specialist and Dylan King, Water Conservation Technician presented the item at 8:18 p.m.
No action.

VII. STAFF REPORTS

[21-107](#) Planning & Development Monthly Report

Attachments: [Planning & Development Monthly Report - March](#)

[21-097](#) Public Works Monthly Report

Attachments: [Monthly Report](#)

VIII. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Board Members offered condolences to the families affected by the active shooter incident and showed appreciation to the many police officers and first responders involved. Special thanks to the Town of Erie Police Department. Members reported that the State of the Town will be presented on Thursday, March 25 at 6 p.m., hosted by the Erie Chamber of Commerce.

IX. EXECUTIVE SESSION[21-117](#)

Executive Session for the follow purposes:

- (1) To hold a conference with the Town Attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning annexation issues and the proposed compost facility at Rainbow Open Space;
- (2) 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), for which a topic cannot be disclosed without compromising the purpose of the executive session; and
- (3) 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), regarding the purchase, acquisition, lease, transfer or sale of real, personal or other property.

Mayor Carroll moved to adjourn to Executive Session. Trustee Gippe seconded the motion. The motion passed by the following vote at 8:49 p.m.

Ayes: 6 - Mayor Carroll
Trustee Gippe
Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Trustee Loflin

X. ADJOURNMENT

The Mayor adjourned the regular meeting at 8:49 p.m.

Approved:

Mayor

Attested:

Town Clerk