

CALL MEETING TO ORDER

Mayor Reich called the regular meeting of the Board of Trustees to order at 7:00 p.m.

ADDITIONS TO THE AGENDA – Harvey indicated there were a number of additions to the agenda; under 7 item b, Recreation – Dudley provided a Tree Grant application. Under 8 Public Works – Schaeffer provided a water schedule for the Dove Hill subdivision, sludge reading report and a well use policy. Under 10 Police – a notice of medical leave for Sgt. Erazo. Under 11 Other – updates on a proposal from Colorado Mosquito Control, an update on the caboose located at the Community Center and an update on the WCR 394 annexation.

ROLL CALL

Paul Aragon – present

Claudia Reich - present

Tony Asbury – present

Jane Rumrill – present

Andy Martinez – present

Tony Trevino – arrived 7:02

Others present were:

Carl Harvey – Police Chief & Operations Director

Bradley Sorenson – Town Clerk/Treasurer

Barry Schaeffer – Public Works Director

Clint Dudley – Recreation Director

Brad Laue – Town Attorney

Richard Johannas, Holly Bruce

MINUTES 3/8/05

Martinez moved to approve, as presented, the minutes of the regular meeting held on 3/08/05. Asbury seconded the motion. Motion carried 5 – 0.

WARRANTS 3/22/05

Rumrill requested clarification on the invoice from Wells Fargo, Sorenson stated the invoice covered the lease of the copier used in the front office. There was only one invoice, charged against seven GL accounts under the other contracted service line item. **Asbury moved to approve the warrant’s list dated 3/22/05 for the total of \$7,861.18 and staff salaries dated 3/15/05 for \$22,866.07. Aragon seconded the motion. Motion carried 5 – 0.**

BOARD APPOINTMENT

Harvey indicated the Board of Trustees had completed the interviews for the vacancy on the Town Board on March 15, 2005. There were two citizens interested in the seat. One of the individuals was not able to attend the interviews. Based on the interview process **Trevino moved to appoint Chris Callaway to the open seat on the Board of Trustees expiring April 2006. Aragon seconded the motion. Motion carried 5 – 0.** Following the approval, Mayor Reich administered the oath of office and trustee Callaway took his seat on the board for the remainder of the meeting.

COMMITTEE STRUCTURE

Mayor Reich presented to the Board her proposal to reorganize the committee members in the following manner:

Recreation Committee: Jane Rumrill – Chair Tony Asbury – Co-Chair	Finance Committee: Chris Callaway – Chair Jane Rumrill – Co Chair	Public Works Committee: Tony Asbury - Chair Tony Trevino – Co-Chair
Police Committee: Andy Martinez – Chair Paul Aragon – Co-Chair	Planning & Zoning Committee: Tony Trevino – Chair Andy Martinez – Co-Chair	Parks Committee: Paul Aragon - Chair Chris Callaway – Co Chair

Martinez moved to approve the new committee structure proposed by Reich. Asbury seconded the motion. Motion carried 6 – 0.

BOARD OF TRUSTEES MEETING TIME CHANGE

Martinez moved to change the starting time of the Regular Board of Trustees Meeting from 7:00 p.m. on the 2nd and 4th Tuesdays of each month to 8:00 p.m. on the 2nd and 4th Tuesdays of each month, beginning with the meeting scheduled for April 12, 2005. Aragon seconded the motion. Motion carried 6 – 0.

LIQUOR LICENSE – Eagles Club Modification of Premises

Harvey explained the application filed by the Eagles Club was a state requirement based on liquor licensing codes. Any physical changes to the building require the completion of the accompanying application. This application is separate from any building permit and subsequent review and approval. **Rumrill moved to authorize the Mayor to sign the application to change, alter or modify premises submitted by the Eagles Club. Martinez seconded the motion. Motion carried 6 – 0.**

RECREATION DEPARTMENT

Department Update – Dudley updated the Board on the progress of the bids for T-Shirts for Spring Volleyball. He had received three bids, substantially less than last year, for the T-Shirts. He was requesting expenditures of up to \$339.66 to place the order with Garretson’s sports. Garretson’s was not the lowest bid but consideration was taken into account for ease of order, quality and Garretson’s ability to work with the town on other sports related issues. **Asbury moved to approve the expenditure of up to \$339.66 for the purchase of Volleyball T-Shirts from Garretson’s Sports. Trevino seconded the motion. Motion carried 6 – 0.** Dudley went on to report on the search for a summer assistant for the Recreation Department. Dudley stated he had an interested individual but wanted to advertise the position on two free internet sites as well as the town’s web site. It was the consensus of the board to accept the employment advertisement as presented by the recreation director. The temporary summer assistant will work for the Town from May 16th through August 5th. Dudley presented the Board with the application for a Colorado Parks and

Recreation Association Foundation - 50/50 Match Tree Grant. Dudley reiterated that monies had been budgeted in 2005 for tree replacement and this grant would enable the town to accomplish the budgeted project. **Asbury moved to approve the Recreation Department's submittal of an application for a Colorado Parks and Recreation Association Tree Grant. Aragon seconded the motion. Motion carried 6 – 0.**

PUBLIC WORKS DEPARTMENT

Department Report – Schaeffer updated the board on a number of Public Works related projects including; the completion of Spring Clean-up / Burn Day, repairs to the Tower Park, tree trimming, repairs to the road around the lagoon, disconnection and separation of the sewer lines east of the shop, opening of the parks restrooms, calibration of the flow meters at the lagoon, the first application of dust control, turf care applications to the lawns in the parks and the recent sludge readings. Schaeffer stated the watering schedule for the Dove Hill Residents would be the same as last year and he intended to start the system up between the 11th and 15th of April. Residents will receive a 10-day notice prior to the system coming on line. Schaeffer also asked the board to review the policy concerning the Dove Hill Water Well. He was not requesting any action at this time but would like to revisit the issue during future meetings.

FINANCE DEPARTMENT

Department Update – Sorenson presented the board with three expenditure requests. The first being a new printer for the front office. Replacement of the current printer had been anticipated and budgeted. The upgraded printer would be a network unit and replace two printers currently in use. **Martinez moved to approve spending up to \$740.00 for purchase of an HP 2550n Color laserjet printer. Trevino seconded the motion. Motion carried 6 – 0.** An expenditure was also requested for the purchase of an automatic folding machine. Sorenson explained that in working with Nelson Office Supply the front office had the opportunity to test a model for the recent Spring Flyer. Processing time was reduced from hours to minutes for mailing preparation. This item was included in the capital budget for 2005. **Asbury moved to approve spending up to \$803.00 for the purchase of an automatic folding machine. Trevino seconded the motion. Motion carried 6 – 0.** The last item was a request for training dollars for Sorenson to attend Election Official Training in April. Sorenson explained this was part 2 of a 2-part class. The first part will be repeated later this year and the two sections stand alone and it is not required to take them in order. Reich inquired as to whether this training would need to be repeated each year. Sorenson replied that he would want to attend session 1 when it was offered but this would not be a recurring training necessity. **Martinez moved to approve expenditures of up to \$516.50 for the Town Clerk to attend Election Official Training April 18th - 21st in Colorado Springs. Trevino seconded. Motion carried 6 – 0.**

POLICE DEPARTMENT

Harvey updated the board on the following police related issues; status of the two new police cars, they are still approximately 3 to 4 weeks out from delivery, repairs to units 291 & 292, the new radios and the banks approval of including the mobile data terminal into the auto lease. Harvey also stated that Sgt. Erazo would have to be taking medical leave for surgery in the first part of April and would be out 4 to 6 weeks. In addition, the front office has recently become aware of a number of households owning more than 2 dogs. This is prohibited by ordinance but considering some of the circumstances the town may want to consider

some type of amnesty program to mitigate the issue and assisting the residents to come into compliance.

OTHER

Other informational items included a North Front Range MPO Air Quality Meeting Summary, CDOT Yearly Transportation Needs Meeting and a Citizens Corps regional Workshop. Harvey also informed the board that Colorado Mosquito Control has been in contact with staff and will provide a quote for the town. It will include hitting the hot spots around the town as well as 12 to 15 applications during the summer. Harvey indicated he had spoken to Mark Strauss concerning the WCR 394 annexation and Strauss supported the annexation move excluding the land where a mobile home currently sits. The issue of the caboose located behind the Community Center also has been researched and the following three options are available to the board. It will cost approximately \$9,000.00 to sandblast, paint and repair the interior and windows, Anderson salvage will pay the town \$75.00 per ton for the scrape value. It would still be the responsibility of the town to dismantle the car; lastly, Anderson will dismantle and haul the car and rails away at no cost to the town. As it currently stands the caboose is a risk liability in its current condition. Selling the car for its scrap value may cost more than it is worth in related costs and labor. Staff would recommend option 3, allowing Anderson Salvage to take the car and rails away at no cost. The board expressed its regret that a landmark such as this could not be saved due to the extreme financial costs involved in the repair. **With great regret, Trevino moved to authorized staff to contact Anderson Salvage and have them dispose of the caboose, removing the car and the rails at no cost to the Town of LaSalle. Martinez seconded the motion. Motion carried 6 – 0.**

Reich reported on the last North Front Range MPO Meeting she attended, items of discussion at the meeting included; the Weld County web site and the availability of aerial maps, GIS locating of right of ways and the possibility of funds through Van & Car Pools. The next meeting is scheduled for April 7th at 5:30 p.m.

Meeting adjourned at 8:23 p.m.

Submitted by,

Bradley K. Sorenson,
Town Clerk / Treasurer