

CALL MEETING TO ORDER

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

ADDITIONS TO THE AGENDA – Harvey stated there were three additional items for the agenda. Under 10, Recreation there is a concept meeting with the towns of LaSalle, Gilcrest and Platteville regarding the possible creation of a special recreation district. Under 14 Other, a supplemental water program update, this was the project undertaken in connection with the settlement of an enforcement action taken by the Colorado Department of Public Health and Environment for violations of the Colorado Water Quality Control Act. Under 14 Other, an update on the CWCWD monitoring devises.

ROLL CALL

Paul Aragon – present	Gary Bruce – present	Tony Trevino – present (arrived 7:07)
Tony Asbury – present	Jane Rumrill – present	
Andy Martinez – present	Anita Salazar – present	

Others present were:

- Carl Harvey - Police Chief & Operation Director
- Bradley Sorenson – Town Clerk/Treasurer
- Barry Schaeffer – Public Works Director
- Toni Polland – Deputy Town Clerk
- Holly Bruce, Suzanne Graznak

MINUTES 1/23/07

There was a question brought up by Salazar about the content of the minutes. It was discussed and board moved on the minutes as presented.

Asbury moved to approve, as presented, the minutes of the regular meeting held on 1/23/07. Trevino seconded the motion. Aragon – abstained, Asbury – yes, Bruce – yes, Rumrill – yes, Salazar – no, Trevino – yes. Motion carried 4 – 1, with one abstaining.

WARRANTS 2/13/07

Sorenson indicated there was one addition to the warrants, an invoice to Xcel for the town’s electricity for the month of January 2007 in the amount of \$3,199.49.

<u>Inquiries</u>	<u>by</u>	<u>Explanation</u>	<u>by</u>
Envirotech Services	Salazar	Ice Slicer was purchased from FY 2006 funds. Price has not been increased to date.	Schaeffer
Barco Municipal Products	Asbury	Items for the WCR 394 project	Schaeffer
St. Paul Travelers	Salazar	Auto insurance increase due to street sweeper.	Sorenson
Greeley Electric Repair Schaeffer	Bruce	Repairs for N. 4 th St. lift station.	
All In 1 Stop	Salazar	Repairs to Sgt. Erazo’s vehicle.	Harvey

Jeremy Sarchet	Bruce	Reimbursement for CDL training and licensing.	Schaeffer
The Talk Shop Inc.	Salazar	Last half payment for telephones.	Sorenson
Public Safety Warehouse	Asbury	Duty jacket for Officer Stovall.	Harvey

Bruce moved to approve the warrant’s list dated 2/13/07 for the amended total of \$70,733.49 and staff salaries dated 1/29/07 for \$26,574.04. Rumrill seconded the motion. Motion carried 6 – 0.

PUBLIC COMMENT

Martinez welcomed any public comments as designated on the agenda. At this time Martinez welcomed Suzanne Graznak. Graznak wished to comment on the snow removal and the inability to contact a Public Works representative after hours. Graznak felt the snow removal during the recent storms was not done very well and 7 weeks later there was still 4 inches of ice in her area. In addition, while the hydrants themselves were free of snow, she wondered how any fire department trucks could reach the hydrants over the piles of snow and ice around them. Martinez explained the snow removal policy regarding the order of priority roads and procedure for each area of the town. Martinez stated he had traveled extensively during the past 7 weeks and while no area is perfect, LaSalle is far from the worst areas he had seen. He stated the Public Works Department is still removing and trucking snow off of the streets but they is running out of places to put the snow. Martinez stated that snow removal is a process and we need to be patient. Asbury explained that the snowplows have a rubber guard on the bottom of the blade to protect the streets. These rubber guards prevent the plow from scrapping down to the street and will bounce over hard frozen ice and snow.

Graznak then addressed the inability to contact the Public Works Department after hours during a recent loss of water in the town. Schaeffer explained that under normal circumstances when a resident calls the after hours Public Works line, 284-5625, the phone is automatically transferred to the cell phone of the on call employee. This particular water leak affected the entire town and the public works line was inundated with calls. This resulted in the calls being transferred to voice mail. Since the on call employee was working to repair the water break he could not return all the voice mails. In most circumstances the on call Public Works employee will answer all calls personally. Harvey stated that citizens could call 350-9600 for the Police Department. If the issue is not a police matter, the officer will then assist in contacting the responsible employee. With no further individuals wishing to address the Board of Trustees, Martinez closed the Public Comments.

PLANNING AND ZONING

Polland reported in the absence of Chairperson Orleans. Polland stated that election of officers was tabled due to the lack of members present.

Polland presented Weld County Referral – RE – 4592. This referral is located in the far east portion of the secondary growth boundary of the town. **Rumrill moved to approve Weld County Referral - RE - 4592 by checking the box we have reviewed the request and find no conflicts with our interests. Trevino seconded the motion. Motion carried 6 – 0.**

Polland presented Weld County Referral – RE – 4599. This referral is located in the furthest south portion of the town’s primary growth boundary along Highway 85. **Trevino moved to approve Weld County Referral - RE - 4599 by checking the box we have reviewed the request and find no conflicts with our interests. Aragon seconded the motion. Motion carried 6 – 0.**

DOVE HILL PHASE II FINAL ACCEPTANCE - LOC

With the recent winter storms staff would recommend withholding approval of final acceptance for Dove Hill Phase II until the ice and snow has melted and the Public Works Department has the opportunity inspect the street, curb and gutters. In addition, Harvey stated that an invoice to Patriarch Developers remains outstanding. With the denial of final acceptance, staff would also request the extension of the Letter of Credit for a period of 1 year.

Harvey noted that while it is necessary to inspect the streets, curb and gutter once the snow and ice have melted, final acceptance and the LOC could be reviewed within six (6) months. The board concurred with this opinion and will review the issue at that point in time. **Trevino moved to deny final acceptance of Dove Hill Phase II and extend the letter of credit (LOC) for a period of one (1) year. The issue of final acceptance and the LOC may be reviewed within 6 months. Aragon seconded the motion. Motion carried 6 – 0.**

Salazar asked about the town’s responsibility for the lack of follow through by Patriarch Builders on the covenant issue. Harvey stated this issue is a civil matter between the homeowners and the developers. The town has been advised not to intervene and attempt to become covenant enforcers. It would also become problematic since the covenants are more stringent than in other areas of the town. In short this would create two sets of rules concerning the same issue, making enforcement difficult.

BBQ BOYS – Liquor License Transfer

Polland indicated that significant strides have been made in collecting the necessary documentation in order to move forward with the transfer of this license. At this point only two items remain outstanding and both are in progress. The temporary license will be valid for 120 days and should allow ample time for the applicant to resolve the outstanding issues. **Asbury moved to approve a temporary liquor license for BBQ Boys Smokehouse Inc. Salazar seconded the motion. Motion carried 6 – 0.**

RESOLUTION E – 2007 – Trash Removal Contract

Harvey stated that Resolution E – 2007 is to memorialize the contract previously approved by the board. **Rumrill moved to approve Resolution E – 2007, Trash Removal Contract and authorized the Mayor to sign the contract. Trevino seconded the motion. Motion carried 6 – 0.**

RESOLUTION F – 2007 – IGA / Juvenile Information Exchange

Harvey stated that Resolution F – 2007 will memorialize the agreement between the Town of LaSalle and a number of other towns and agencies in the local area allowing these agencies to work in cooperation and share relevant information to improve services to children in the juvenile justice system. **Salazar moved to approve Resolution F – 2007, Interagency Agreement for Juvenile Information Exchange and authorized Police Chief Harvey to sign the IGA. Asbury seconded. Motion carried 6 – 0.**

RESOLUTION G – 2007 – Union Pacific Railroad Right of Entry

Harvey stated that prior to the contract for sale of the Baseball Fields by the Union Pacific Railroad, the railroad had planned to demolish 5 maintenance sheds located near the property. The railroad requests that they be allowed right of entry through that property in order to complete the demolition of those sheds.

Should the town choose not to allow this right of entry, the Union Pacific would then delay the closing of the purchase of the property and in turn that might endanger the GOCO Grant. **Trevino moved to approve Resolution G – 2007, Union Pacific Railroad Right of Entry. Rumrill seconded the motion. Motion carried 6 – 0.**

RESOLUTION H – 2007 – W.E.T. Contract

Harvey stated that Resolution H – 2007 is to memorialize the contract previously approved by the board. **Trevino moved to approve Resolution H – 2007, W.E.T. Contract. Rumrill seconded the motion. Motion carried 6 – 0.**

RECREATION DEPARTMENT

Department Report – Harvey reported in the absence of Dudley. Harvey stated that Dudley would be involved with a meeting on Friday, February 16th at 8:30 a.m. to discuss the interest level with local towns, (Gilcrest, LaSalle & Platteville) in forming a special recreation district. Dudley will report back to the board with more information.

PUBLIC WORKS DEPARTMENT

Department Report – Schaeffer reported to the board on a main line valve break in the well house next to the school bus barn. The break was reported at approximately 6:30 p.m. on Tuesday February 6th and the Public Works Department was able to temporarily repair the main line and water was restored by 9:30 that evening. Schaeffer requested expenditures of up to \$850.00 to replace the valve and permanently repair the main. **Trevino moved to approve expenditures of up to \$850.00 to purchase an 8” valve and repair the main water line near the school bus barn. Aragon seconded the motion. Motion carried 6 – 0.** Harvey stated that the technology was available to use the reverse 911 system to contact all the affected residents of an emergency or serious situation. In the case of the water line break, all residents that lost water pressure could have been notified of the situation and possibly the duration of the problem. This is a fairly expensive (.30 / per resident) option but it is available. Should we have used the reverse 911 for the water main break it would have cost between \$200.00 - \$300.00.

Schaeffer also reported on the inspection of the components inside the well house at Dove Hill, the continued removal of snow, pothole repairs and water meter repairs.

Schaeffer stated that Jeremy Sarchet has completed his 6-month probationary period and has satisfactorily performed his duties and responsibilities. He has achieved his CDL class B and continues to have a positive attitude towards all of his assignments. Schaeffer recommended that he be taken off probation and be activated as regular full time hire and increasing his rate of pay to \$33,557.00 / per year effective February 3, 2007. **Trevino moved to approve the change of Sarchet’s status from probationary to regular full time and initiate a change in salary to \$33,557.00 per year effective February 3, 2007. Asbury seconded the motion. Motion carried 6 – 0.**

FINANCE DEPARTMENT

Department Report – Sorenson presented the board with two letters requiring approval of the board. One from the Town of LaSalle to the City of Thornton extending the water lease between the two municipalities and a second from the Town of LaSalle certifying that all water users served by the Town water system are included within the boundaries of the Northern Colorado Water Conservancy District. **Rumrill moved to approve the request to extend the water lease between the Town of LaSalle and the City of Thornton and authorize the Mayor to sign the letter of request. Asbury seconded the motion. Motion carried 6 – 0.**

Trevino moved to authorize the Mayor to sign the letter certifying the water users served by the town water system are included within the boundaries of the NCWCD. Aragon seconded the motion. Motion carried 6 – 0.

Sorenson also reported on the North Front Range MPO monthly billing and a request by the Weld County Elections Department for the use of the Town Hall for the November 2007 elections. Sorenson requested approval to sign the Elections Division Facility Usage Agreement. This agreement will allow the town of LaSalle's Town Hall for use as a Vote Center. **Aragon moved to authorize Sorenson to sign the use agreement allowing the use of the Town Hall by the Weld County Elections Department for a Vote Center. Rumrill seconded the motion. Motion carried 6 – 0.**

Sorenson requested discussion to increase charges to residents for removal of trash. The new trash removal contract was approved on January 23, 2007 and memorialized earlier this meeting. Martinez had reviewed the current charges and previous fees and suggested the following fee schedule: \$11.00 for regular residents and \$10.00 for senior residents. Martinez asked for input from the board and all were in agreement with the schedule. **Asbury moved to approve the setting of the residential trash removal fee at \$11.00 for regular residents and \$10.00 for senior residents. Trevino seconded the motion. Motion carried 6 – 0.**

Sorenson stated that the auditor would be available for a pre-audit meeting at any time between April 17 – 27th. The auditor will also have a meeting with the full Board of Trustees prior to the public presentation of the completed 2006 audit. Martinez designated the Finance Committee, Trevino and Rumrill, as well as the Mayor, Harvey and Sorenson to be in attendance for the pre-audit meeting. This meeting will take place at 7:00 p.m. on Tuesday April 17, 2007.

POLICE DEPARTMENT

Department Update – Harvey reported on the activities of the Police Department including; the new computers for the officer's area, contacting residents regarding sidewalk snow removal, repairs to the police vehicles, the 4th quarter FPPA Allocation Report and the monthly activity report. Harvey stated that the police department would be participating in the High School's mock evacuation in March. The event will be an actual mock evacuation for all of the schools in the district. The mock evacuation in LaSalle will be in late April or May. Harvey will keep the board posted. The school district will be informing all parents and the local municipalities in an effort to reduce any miscommunications.

OTHER

Other informational items included a notification of rate increases by Comcast, the March 12 Bulls Eye Mayors Group meeting, a CML Building Codes 101 for Elected Officials seminar, an invitation to the South Central Weld Chamber of Commerce Annual Banquet and a notification from the Weld County Commissioners of the Weld County Comprehensive Plan Update. The county will be holding two (2) Community Kick-off Meetings on February 27 and March 1. Harvey also updated the board on the CWCWD monitoring devices.

Harvey stated the Colorado Rural Water Association representatives had contacted him and the reverse osmosis project had been completed for substantially less than expected. The project was completed for approximately \$7,000.00 and the remaining monies could fund another reverse osmosis site. Since the money was generated through the Town of LaSalle, the town has the option to approve another project or have the remaining money placed in the general operating fund of the Colorado Department of Public Health. **Salazar moved to approve the use of the balance of the money generated through the settlement of an enforcement action taken by the Colorado Department of Public Health and Environment for violations of the Colorado Water Quality Control Act to fund an additional reverse osmosis project by the Colorado Rural Water Association Program. Trevino seconded the motion. Motion carried 6 – 0.**

Being no further business the meeting was adjourned.

Meeting adjourned at 9:10 p.m.

Submitted by,

Bradley K. Sorenson
Town Clerk / Treasurer