1. CALL TO ORDER

The Board of Trustees of the Town of Bennett met in regular session on Tuesday, October 10, 2017 at the Bennett Shared Services Building, 355 So. 1st Street, Bennett, Colorado. Mayor Royce Pindell called the meeting to order at 7:07 p.m. The following persons were present upon the call of the roll:

Mayor: Royce Pindell

Trustees Present: Darvin Harrell
Grider Lee
Neal Mancuso - Excused
Rich Pulliam - Excused
Larry Vittum
Phyllis Webb

Staff Present: Daymon Johnson, Public Work Director
Trish Stiles, Town Administrator
Rachel Summers, Deputy Town Administrator
Christina Hart, Administrative Assistant
Danette Ruvalcaba, Town Accountant
Deb Merkle, Community Development
Jose Rocha, Economic Development

Public Present: Steven Vetter, Kay McClure

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Royce Pindell.

3. APPROVAL OF AGENDA

TRUSTEE VITTUM MOVED, TRUSTEE HARRELL SECONDED to approve the agenda as presented. The Mayor declared the motion carried by unanimous vote.

4. CONSENT AGENDA

TRUSTEE VITTUM MOVED, TRUSTEE HARRELL SECONDED to approve the Consent Agenda as presented. Voting was as follows:

YES: Lee, Pindell, Vittum, Webb, Harrell
NO: None
EXCUSED: Mancuso, Pulliam

The Mayor declared the motion carried by unanimous vote.

A. Approval of Minutes

1. Action: Approval of September 26, 2017 Regular Meeting Minutes

B. Resolution(s)

1. Action: Resolution No. 682-17 – Approving A Resolution Supporting The Grant Application For A Local Parks And Outdoor Recreation Planning Grant From The State Board Of The Great Outdoors Colorado For The Civic Center Park Engineering Project.

2. Action: Resolution No. 683-17 – Approving A Resolution Supporting The Grant Application For A School Play Yard Grant From The State Board Of The Great Outdoors Colorado Trust Fund And The Completion Of The Bennett Pre-K And First Community Playground Renovation Active School Yard Project.

3. Action: Approve Intergovernmental Agreement between the Town of Bennett and Bennett School District 29J for Great Outdoors Colorado Grant.
5. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

There were no public comments on items not on the agenda presented.

6. **REGULAR BUSINESS**

   A. **Action/Discussion Items**

   1. **2018 Capital Improvement Plan**

      Daymon Johnson, Public Works Director, and Trish Stiles, Town Administrator informed the Board of the need for an up to date Utility Master Plan. The most current Master Utility Plan was completed in 2007. Items identified for the updates, changes and/or improvements are:

      - February 1, 2018; apply for DOLA Tier 1 project
      - Future improvements of line capacity, waste water, INI events, and lift stations
      - Re-drilling of existing wells
      - Tank improvements
      - Identify where new wells will be drilled

   2009 Master Plan for Parks, Trails, and Open Space - Significant improvements have been completed to Centennial Park, Bennett Community Center, and Trupp Park. Identify other areas with deficiencies.

   Storm Water Master Plan requires an evaluation in order to update. Based on 2008-2009 plans, the current impact fees are low and will be evaluated.

   Transportation Master Plan - The Town of Bennett and SM Rocha, Town Traffic Engineer, have addressed a PEL and Access Control Plan. The project will be broken up into 2 phases. Approximately $50,000/each in addition to a DOLA administration grant request.

   - PEL Study; re-alignment of Highway 79
   - Access Control Plan; addresses the 2 state highways to determine where full movement is located.

   In order to maintain the condition of the Bennett parks improvements and investment, a Parks and Grounds Supervisor is required for Public Works.

   Grey Tank Master Plan

   - Current projections are $450,000 - $500,000
   - Identify engineering and design requirements
   - The tanks are pre-engineered
   - To be completed in 2017
   - Replace the tank for future growth capacity

Rachel Summers, Deputy Town Administrator, reported that the 2018 budget does not include a water rate increase. The operating costs of the new water plant will determine if there should be an increase.
2. Finance Department FTE

Trish Stiles, Town Administrator, inquired if the board would provide her with direction to fill a FTE position for an Accounting Technician to be hired by December 2017. The 2017 General Fund provides a contingency line item for the position.

TRUSTEE VITTUM MOVED, TRUSTEE LEE SECONDED the board to authorize the addition of one FTE for the finance department. Voting was as follows:

YES: Webb, Harrell, Lee, Pindell, Vittum
NO: None
EXCUSED: Mancuso, Pulliam

The Mayor declared the motion carried by unanimous vote.

7. TOWN STAFF REPORTS

Town Administrator

Trish Stiles, Town Administrator, provided the following report:
- October 11, 2017 at 9:00 a.m. Waste water treatment facility walk-thru
- Ribbon cuttings on October 12, 2017 at 4:15 p.m. for The Musketeers Veterinarian and Carniceria La Mexicanita at 5:15 p.m.
- October 17, 2017 at 4:00 p.m. ribbon cutting and dedication for the water tower.
- October 26, 2017 at 11:00 a.m. Bennett Business Appreciation Luncheon.
- Trish Stiles and Rachel Summers are attending International City Management Association Conference the week of October 23, 2017.

Public Works

Daymon Johnson, Public Work Director, presented the following:
- Waste water treatment project trending ahead of schedule, completion slated for November 2018.
- Water tank scheduled to fill week of October 9th.
- New Town Hall behind schedule due to weather delays.
- Telemetry (SCADA system) complete on or around October 20th.
- Nominated to the Board of the American Public Works Association; Colorado Chapter

Town Clerk

Christina Hart, Administrative Assistant, presented the following:
- 2017 Santa’s Sleigh program; town board would like to sponsor larger family
- October 14th at 9:00 a.m. Rampart Fire & Rescue at Bennett Community Center providing Winter Safety Preparedness and winter driving class
- October 17th 11:00 a.m. DRCOG Boomer Bond Assessment Luncheon at Bennett Community Center
- October 20th, 7:30 a.m. ADCOG Executive Breakfast; Trustee Vittum will attend.
- November 11th, Veteran’s Day Celebration and Chili Supper
- December 2nd, Breakfast with Santa
- December 8th, Town of Bennett Christmas party
8. TRUSTEE COMMENTS AND COMMITTEE REPORTS

Larry Vittum

Trustee Vittum reported DRCOG will be discussing distribution of federal funds for transportation on October 18th

Darvin Harrell

Trustee Harrell reported on street flooding at the Bennett High School after the recent snow storm

Royce Pindell

Mayor Pindell, reported on the following:
• Metro Mayors discussed an initiative beginning January 2018 regarding a possible 1% sales tax increase
• Town of Bennett will host the 2018 CML regional meeting
• Attended the ADCO Commissioners meeting

9. ADJOURNMENT

TRUSTEE LEE MOVED, TRUSTEE VITTUM SECONDED to adjourn the meeting. The Mayor declared the motion carried by unanimous vote. The meeting was adjourned at 8:12 P.M.

Christina L. Hart
Administrative Assistant

Royce D. Pindell, Mayor