1. **CALL TO ORDER**

The Board of Trustees of the Town of Bennett met in regular session on Tuesday, September 24, 2019 at the Bennett Town Hall, 207 Muegge Way, Bennett, Colorado. Mayor Royce Pindell called the meeting to order at 7:00 p.m. The following persons were present upon the call of the roll:

Mayor: Royce Pindell

Trustees Present: Darvin Harrell  
Charles Bayley  
Neal Mancuso - *Excused*  
Rich Pulliam  
Larry Vittum  
Phyllis Webb

Staff Present: Taeler Houlberg, *Assistant to Town Administrator*  
Dan Giroux, *Town Engineer, Terramax Inc.*  
Daymon Johnson, *Public Works Director*  
Rachel Summers, *Deputy Town Administrator*  
Trish Stiles, *Town Administrator*  
Lynette White, *Town Clerk*

Public Present: Whitney Oakley, Susan Dubbs, Irma Ronquillo, Kevin Swartz, Linda Burry, Carol Swanson, Pat Siegman, George Weinsicht, Jody Anders, Anthony Taylor, Hilary Jaynes, Kristi Neece, Steven Vetter, Grider Lee

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Royce Pindell.

3. **APPROVAL OF AGENDA**

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

4. **CONSENT AGENDA**

TRUSTEE VITTUM MOVED, TRUSTEE PULLIAM SECONDED to approve the consent agenda as presented. Voting was as follows;

**YES:** Bayley, Harrell, Pindell Pulliam, Vittum, Webb

**NO:** None

**EXCUSED:** Mancuso

The Mayor declared the motion carried by unanimous vote.

A. **Approval of Minutes**

1. **Action:** Approval of August 27, 2019 Regular Meeting Minutes

B. **Resolution(s)**

1. **Action:** Approval of Resolution No. 772-19, a resolution approving an Intergovernmental Agreement with the Colorado Department of Transportation for the I-70/SH 79 EB Off-Ramp Improvements
5. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Kevin Swartz, 2001 So. Kyle Circle, representing Eastern Plains Youth Soccer Association (EYSA) addressed the Board regarding the mosquitoes at Trupp Park. Mr. Swartz inquired about mitigation efforts and stated the league may have to cancel their season.

Carol Swanson, 200 McKinley Drive, addressed the Board regarding parking and traffic on McKinley Drive in the Centennial Subdivision. Ms. Swanson presented a petition signed by the residents of McKinley Drive, addressing concerns over parking and speed limits.

Jody Anders, 862 Centennial Way, discussed the mosquito issue within the Town and asked if there is a reason that we are not spraying.

Anthony Taylor, 260 Centennial Court, presented his concerns regarding mosquito control within the Town and inquired about spraying measures.

Hilary Jaynes, 2271 Ance Street, Strasburg, addressed the Board as a representative of Easter Plains Youth Soccer, regarding the mosquito issue at Trupp Park.

James Grider Lee, 467 Valley Way, addressed the Board regarding the construction of homes in the Antelope Hills Subdivision. Mr. Lee stated the home is vacant and it appears that construction has stopped; inquired about the time frame for construction completion.

6. **ACTION/DISCUSSION ITEMS**

A. **Civic Center Park Utility Easement**

Dan Giroux, Town Engineer, presented the proposed Colorado Natural Gas and Intermountain Rural Electric Association Utility Easement Agreements. Mr. Giroux discussed the easement location and presented the updated legal descriptions.

**Resolution No. 769-19 – A Resolution Approving Utility Easements with Colorado Natural Gas and Intermountain Rural Electric Association**

TRUSTEE PULLIAM MOVED, TRUSTEE BAYLEY SECONDED to approve Resolution No. 769-19, a resolution approving utility easements with Colorado Natural Gas and Intermountain Rural Electric Association. Voting was as follows:

YES: Harrell, Pulliam, Vittum, Webb, Bayley
NO: Pindell
EXCUSED: Mancuso

The Mayor declared the motion carried by a vote of five (5) to one (1).
B. **Wireless Communications Facilities – Master License Agreement, Zayo Group, LLC**

Steve Hebert, Planning and Economic Development Manager, presented the Wireless Communications Facilities Master License Agreement for Zayo Group LLC to the Board of Trustees. Mr. Hebert advised an application has been received for a new small cell wireless facility on the north side of Marketplace Drive, south of King Soopers.

Mr. Hebert provided a summary of the Master License Agreement and purpose;

A small cell wireless facility is part of a larger network that provides cellular service to smartphones, tablets and other cellular devices. The facilities are called “small cell” because they provide low-powered signals to complement a larger cellular network. They have a shorter range and use smaller equipment than larger cellular towers, and may be free standing or attached to a street light or traffic signal.

Small cell facilities are critical to faster and more consistent connectivity. The demand for cellular service is increasing exponentially as individuals and businesses become more dependent upon high-quality cellular service for personal, business, and public safety communications; as well as for entertainment.

The purpose of the Master License Agreement is to grant the licensee (Zayo) or its sub-licenssee a non-exclusive license to install and operate small cell wireless facilities in the Town’s ROW anywhere within the incorporated boundaries of the Town.

The agreement is for 15 years and stipulates certain conditions the licensee must comply with. Once the MLA is in place, the licensee can then submit an application for a Supplemental Site License (SSL) in a form consistent with Exhibit A of the MLA. The Supplemental Site License will grant the licensee the right to install small cell facilities in specific locations. Consistent with state law, the licensee can eventually submit a bundle of up to ten specific locations in one SSL application. Approval of Supplemental Site Licenses will be administrative.

**Resolution No. 771-19 – A Resolution Approving a Wireless Communications Facilities Master License Agreement with Zayo Group, LLC**

TRUSTEE BAYLEY MOVED, TRUSTEE VITTUM SECONDED to approve Resolution No. 771-19, a resolution approving a wireless communications facilities master license agreement with Zayo Group, LLC. Voting was as follows;

- **YES:** Pindell, Pulliam, Vittum, Webb, Bayley, Harrell
- **NO:** None
- **EXCUSED:** Mancuso

The Mayor declared the motion carried by unanimous vote.
C. Alley Lighting Discussion

Daymon Johnson, Public Works Director, discussed the alleyway lighting and presented options to the Board for consideration. Mr. Johnson advised he went to the alley located between 2nd and 3rd and found that the citizen complaint received regarding the darkness in the location to be justified.

Mr. Johnson also advised there are three (3) additional alley locations that are similar in design. These locations are Anythink Library, the alley between 6th and 7th, north of Washington; Presbyterian Church, the alley between 3rd and 4th, north of Washington, and the alley between 5th and 6th.

Working with Greenshire Lighting, Mr. Johnson located options that would meet the criteria of 1) easy installation and operation, 2) cost effective, 3) readily available, and 4) provided by a reputable manufacturer.

Direction was given to Town Staff to move forward based on the recommendations provided by the Public Works Director.

D. Town of Bennett – 90 Year Celebration

Mayor Royce Pindell, in honor of the Town of Bennett’s 90th Anniversary of Incorporation, read the following proclamation;

WHEREAS, records with the Bureau of Land Management show that homestead papers were filed in 1862 by four Bennet brothers (Hiram, John, Uriah, and an unnamed brother) in what is now the Town of Bennett; and

WHEREAS, the collection of sections of land homesteaded by the Bennet brothers formed and became known as Bennet Ranch; and

WHEREAS, the English name of Bennet was Americanized to Bennett and first noted in railroad records; and

WHEREAS, on September 16, 1929 residents voted to incorporate as a town; and

WHEREAS, the population of Bennett at incorporation was 211; and

WHEREAS, on September 25, 1929, Bennett officially incorporated.

NOW THEREFORE, I, Royce Pindell, Mayor of the Town of Bennett, Colorado, hereby proclaim September 25, 2019 as Bennett’s 90th Anniversary Year of Incorporation and urge all citizens to join with me in recognizing our Town’s heritage and history.
7. **TOWN STAFF COMMUNICATION**

**Taeler Houlberg**

Taeler Houlberg, Assistant to the Town Administrator, presented the staff report on Community Events, Communication, the Arts and Culture Master Plan and the Bennett Regional Park and Open Space Fishing Pond.

The past community events, sponsored by the Town include the I-70 Corridor Art Show and Auction, Canvas and Waffles, Town Clean Up Day, Party in the Park and Eastern Plains Summer Concert Series, State of the Town and Bennett Days. The upcoming events are the Student Art Show, October 1 – 31st; Trunk or Treat, October 31, 2019, 4:00 – 6:00 pm; Veterans Day Celebration and Chili Cook Off, November 9, 2019, 5:00 p.m., Fiber Art Show, November 30, 2019, Tree Lighting Celebration, December 6, 2019 and Breakfast with Santa, December 7, 2019, 8:00 – 11:00 am.

The social media update and website analytics were provided as follows;

**SOCIAL MEDIA UPDATE**
**From March 6, 2019 – September 16, 2019**

- Facebook Followers: 2,058 total; 18.82% increase
- Facebook Likes: 1,938 total; 13.86% increase
- Twitter followers: 263 total; 10.04% increase

In efforts to promote Bennett, Bennett Days and other Town events and happenings, we started an Instagram Page, @townofbennett. The page was created and promoted during Bennett Days and gained 58 followers in the weekend. The goal will be to use this page as highlight reel for the Bennett Community as well as another source of information straight from the Town of Bennett.

**WEBSITE ANALYTICS**

Through the Colorado Statewide Internet Portal Authority, we now receive weekly analytic reports for the [www.townofbennett.org](http://www.townofbennett.org) website. The goal of the weekly analytic report is to review what pages residents are viewing and ensuring all website users are being directed to the correct pages.

- September 9, 2019 – September 15, 2019
  - Page Views: 1,390
- Top Page: Building Department
- September 2, 2019 – September 8, 2019
  - Page Views: 3,921
- Top Page: Bennett Days
- August 26, 2019 – September 1, 2019
  - Page Views: 2,109
- Top Page: Bennett Days
- August 19, 2019 – August 25, 2019
  - Page Views: 1,845
- Top Page: Bennett Days
Ms. Houlberg provided the report on the Bennett Regional Park and Open Space Fishing Pond; discussing the research, meetings with Colorado Parks and Wildlife, National Resources Conservation Services, the Town of Hudson and Gary May with May Farms, maintenance of the location, water usage, and the viability of the project.

Ms. Houlberg stated it is the recommendation of staff that the lower pond at BRPOS be developed into a recreational fishing pond if funding is secured through the GOCO and Fishing Is Fun grant programs. The lack of a public amenity like this in the area requires that residents travel at least an hour to fish. By building this pond, we can offer our community a unique recreational opportunity that does not demand a lot of time or resources from staff and supports local wildlife.

**Trish Stiles**

Trish Stiles, Town Administrator, presented the following:
- Attendance at the Arapahoe County Mayors, Managers and Commissioners Breakfast
- Information from Arapahoe County regarding Ballot Issue 1A
- Meeting with Adams County Human Services - Additional services present at the Shared Services Building
- Meeting with Don Sandoval, Department of Local Affairs, regarding Cordella Lift Station
- Denver Regional Council of Governments (DRCOG) presentation on CAIMP Project
- Union Pacific Railroad – Meeting with new representative
- Availability of Board for Tuesday, November 26, 2019 Board Meeting
- Bennett Advisory Group Meeting

**Daymon Johnson**

Daymon Johnson, Public Works Director, discussed the following:
- Proposal to have mosquito control provided by an outside company which is licensed to use chemicals unavailable to the town
- Mosquito Authority will be contacted to spray parks
- Reviewed attendance at Public Works Conference, Seattle, Washington
- Possible traffic control measures for McKinley Drive

8. **TRUSTEE COMMENTS AND COMMITTEE REPORTS**

**Phyllis Webb**

Trustee Webb discussed the following:
- Attendance at a Vaping Task Force Meeting, October 3, 2019
- Emergency exercises scheduled
- Inquired about local business to sell CBD Products

**Larry Vittum**

Trustee Vittum reported on the following:
- Denver Regional Council of Governments (DRCOG) Meeting
- Small Communities Meeting Attendance, September 26, 2019
Rich Pulliam

Mayor Pro-Tem Pulliam advised of the following:
- Unavailable for the Tuesday, October 22, 2019 Board Meeting
- Recommended ordinance regarding vaping
- Thanked Town Staff for the Bennett Days Celebration
- Inquired about repairs on Kiowa-Bennett Road
- Advised speed limit sign down

Royce Pindell

Mayor Pindell advised he will not be available for the Tuesday, October 8, 2019 Study Session and Board Meeting.

9. ADJOURNMENT

TRUSTEE PULLIAM MOVED, TRUSTEE VITTUM SECONDED to adjourn the meeting. The Mayor declared the motion carried by unanimous vote. The meeting was adjourned at 10:10 p.m.

Lynette F. White, MMC
Town Clerk

Rich Pulliam, Mayor Pro Tem