TOWN OF WELLINGTON

BOARD OF TRUSTEES
December 10, 2024
6:30 PM

A. CALL TO ORDER
Mayor Chaussee called the meeting to order at 6:30 p.m.

1. Pledge of Allegiance
Mayor Chaussee asked all to rise for the pledge of allegiance.

2. Roll Call
The Clerk noted a quorum with the following roll call:
Present:
Cannon – Present
Dailey – Absent (arrived at 6:36 pm)
Moyer – Present
Tietz – Present
Wiegand – Present
Mason – Present
Chaussee – Present

The Clerk noted there was a quorum.

3. Amendments to Agenda
Mayor Chaussee asked if there were any amendments to the agenda; there were none.

The Mayor moved the proclamation forward on the agenda as there was no noted objection.

Mayor Chaussee read the proclamation and presented it to the Wellington Middle Highschool Football team.

Trustee Dailey arrived at 6:36 pm

4. Conflict of Interest
Mayor Chaussee asked if there were any conflicts of interest on agenda items; there were none.

B. COMMUNITY PARTICIPATION

1. Public Comment
There was no public comment.

2. Proclamation

a. Night of Outstanding Accomplishment
This item was moved forward on the agenda.

C. LIQUOR LICENSE AUTHORITY BOARD

Mayor Chaussee recessed Board of Trustees meeting and called the Liquor License Authority Board to order at 6:39 p.m.

The Clerk noted a quorum with the following roll call:
Present:
Cannon – Present
Dailey – Present
Moyer – Present
Tietz – Present
Wiegand – Present
Mason – Present
Chaussee – Present

1. New License Application - MFF Ltd dba Soul Squared - Tavern License

   Hannah Hill, Town Clerk, presented the application, noting all requirements had been met by the applicant.

   The applicant spoke to the Authority and expressed excitement to be back in business in Wellington. There was no public comment on this hearing and no concerns from the Authority.

   Trustee Wiegand moved to approve the New License Application for MFF Ltd dba Soul Squared – Tavern License

   Trustee Tietz seconded and the motion passed unanimously.

2. Kum & GO LC dba Maverik 5150 Liquor License Renewal

   Ms. Hill noted the application met all requirements for renewal, and notice was received prior to the meeting the minor warning sign was posted as indicated on the inspection. There was no public comment for this item.

   Trustee Tietz moved to approve the renewal on the condition that the applicant work with the LSCO to correct items of note on the inspection form

   Trustee Moyer seconded and the motion passed unanimously.

3. Ridley's Family Markets Inc dba Ridley's Family Markets Retail Liquor Store Renewal

   Ms. Hill noted the application met all requirements for renewal, and there was no public comment for this item.

   Trustee Tietz moved to approve the renewal on the condition that the applicant work with the LSCO to correct items of note on the inspection

   Mayor Pro Tem Mason seconded and the motion passed unanimously.

   Mayor Chaussee adjourned the Liquor License Authority Board and reconvene the Regular Meeting at 6:56 p.m.

D. PRESENTATION

1. Wellington Main Street Annual Report

   Caitlin Morris, Main Street & Events Coordinator introduced the incoming board members. It was noted the number of volunteer hours was equivalent to 70 hours of full time employment. Ms. Morris reviewed the history of the program, the memorandum between the Town and the Main Street Program and listed several accomplishments of the Main Street committees including Downtown Clean Up Day, planters in Downtown and historic tours.

The Board expressed welcome to the new Main Street Board members. The Cleveland project was noted with need for support from the businesses. The status of the MOU with the Chamber was inquired about. Ms. Morris noted there was no end date included in the MOU however both entities are reviewing the document to see if any updates are needed.

2. Wellington Main Street 2025 Work Plan

Ms. Morris noted the Work Plan included in the packet, reviewing the various plans and strategic goals for 2025. The Board expressed comments in appreciation of the workplan.

E. CONSENT AGENDA

1. November 12, 2024 Meeting Minutes

2. November 19, 2024 Meeting Minutes

Trustee Cannon moved to approve the consent agenda

Mayor Pro Tem Mason seconded and the motion passed with all in favor.

Mayor Chaussee called a recess from 8:05 to 8:14 pm.

F. ACTION ITEMS

1. Resolution No. 63-2024: A Resolution of the Wellington Board of Trustees Authorizing the Allocation of Funds for the Main Street Mini-Grant

Ms. Morris presented the resolution noting the time remaining to spend these funds would expire in 2025 and the recommendation to utilize these funds for a shop local campaign and another mural in Downtown.

The Board noted appreciation of creativity and the program, along with the idea of directional signage. Clarification on paving of the alleyways was asked for. Ms. Morris noted that after surveying even with a small section of alleyway, the funding and work required, including engineering, would be more than what is able to currently be contributed. Working towards improving those alleyways will continue, including a full paving of the alleyways. A reappropriation of some funding was noted as an idea in order to repave the alleyways.

Trustee Cannon moved to approve Resolution No. 63-2024 A Resolution of the Wellington Board of Trustees Authorizing the Allocation of Funds for the Main Street Mini-Grant

Mayor Pro Tem Mason seconded and the motion passed unanimously.

2. Resolution No. 64-2024: A Resolution Amending the Town Administrator Contract

Stephanie Anderson, Human Resources Director, presented the resolution noting the Board's previously held evaluation of the Town Administrator. It was noted the 2025 budget included funds for COLA and merit increases for staff.

The Board noted Ms. Garcia's work hours with 2.5% COLA increase being average in the nation, and noted funding would not be being pulled from other resources with the increase.

It was noted for clarification the Board's responsibility is to review the budget overall and suggested the board review the increases of employee payment in the budget.

The Board continued to note that 2.5% COLA increase is standard, and expressed appreciation for Ms. Garcia's work as the Town Administrator. Amending the contact with the Town Administrator yearly was questioned as generally those agreements are open ended. Rewriting the contract to not have an end date, instead of annually, was noted to be supported.

Investing, retaining and hiring skilled staff was noted to be included in the approved strategic plan.

The board did discuss bringing back a contract that was more open ended, with Mr. Sapienza noting it would be best to bring back a contact that notes the direction that the Board discussed.

Trustee Cannon moved to approve Resolution No. 64-2024: A Resolution of the Wellington Board of Trustees Authorizing the Allocation of Funds for the Main Street Mini-Grant

Trustee Wiegand seconded and the motion passed 6-1

NO VOTE: Tietz

3. Resolution No. 65-2024: A Resolution Considering the 2025 Statement of Work and Budget Agreement By and Between the County of Larimer and the Town of Wellington

Matt Cherry, Interim Lieutenant, Larimar County Sheriff's Office, presented the resolution noting the working relationship with the Town and LCSO. Interim Lieutenant Cherry noted this would be the last time reporting before the Board as he moves on with a different role but did express appreciation for the work with the Town of Wellington.

A five year agreement with Wellington and Larimer County notes what services the Sheriff's office provides to the Town, and the changes were discussed.

The Board expressed appreciation for the work being done by LCSO and all the additional resources that the Town receives because of the agreement.

Trustee Moyer moved to approve Resolution No. 65-2024 A Resolution Considering the 2025 Statement of Work and Budget Agreement By and Between the County of Larimer and the Town of Wellington

Trustee Tietz seconded and the motion passed unanimously.

G. REPORTS

1. Town Attorney
The Town Attorney did not have a report.

2. Town Administrator
The Town Administrator noted the Chamber and Main Street tentative work session on January 21, 2025. An RFP for the Shop Local Campaign is being drafted.

3. Staff Communications
Items were included in the packet.

   a. Larimer County Sheriff's Office Report (October 2024)

   b. NoCo Humane Report (3rd Quarter)

   c. Treasurer's Report (October 2024)

   d. Report of Bills (October 2024)

4. Board Reports

Trustee Weigand reported on the Behavioral Health Council, noting the one year anniversary of the new center opening with a high demand for the center's use, noting 80% using the center are from Larimer County.

Trustee Cannon reported on a CML policy meeting.

Trustee Dailey expressed thanks for those who attended Small Business Saturday and encouraged all to shop locally.

Mayor Pro Tem Mason reported on the Larimer County Opioid statement.

Mayor Chaussee noted a meeting with Sargeant Downing from LSCO.

H. EXECUTIVE SESSION

1. An executive session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters concerning the Town Attorney, under circumstances where the Town Attorney has not requested an open meeting. As required by C.R.S. §24-6-402(2)(d.5)(II)(A) and (II) (E) the executive session proceedings will be electronically recorded and the record will be preserved for 90 days through March 5, 2025.

Trustee Cannon moved to recess into executive session for the stated item

Mayor Pro Tem Mason seconded and the motion passed unanimously.

Mayor Chaussee recessed into executive session at 9:19 pm.

The Board was reconvened at 9:27 pm.

2. An executive session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters concerning the Town Administrator, under circumstances where the Town Administrator has not requested an open meeting. As required by C.R.S. §24-6-402(2)(d.5)(II)(A) and (II) (E) the executive session proceedings will be electronically recorded and the record will be preserved for 90 days through March 5, 2025.

Trustee Cannon moved to recess into executive session for the stated item

Trustee Tietz seconded and the motion passed unanimously.

Mayor Chaussee recessed into executive session at 9:29 pm.

Mayor Chaussee reconvened the meeting at 10:10 p.m.

I. ADJOURN

The meeting was adjourned at 10:11 p.m.

Brian Mason, Mayor Pro Tem

TOWN OF WELLINGTON SEAL COLORADO

Hannah Hill, Town Clerk