

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
MILLIKEN MEETING HOUSE, 1201 BROAD STREET**

MEETING MINUTES

Wednesday, June 8, 2011 - 7:00 P.M.

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, June 8, 2011 at 7:00 p.m. Those present: Mayor Janie Lichtfuss, Mayor Pro Tem Julie Cozad. Trustees: Bob Carnahan, Ted Chavez, Doug Kehr, Lois Ann Onorato and Peggy Wakeman. Also present: Town Administrator Jim Burack, Town Attorney Bruce Fickel, Community Development Director Steve House, Finance Director Mitzi McCoy, Co-Clerk Cheryl Powell, Co-Clerk Betty Rangel and Public Works Director Mike Woodruff.

Pledge of Allegiance

Mayor Lichtfuss called the meeting to order.

Proclamation

Robert Arizmendi and Ray Esola who are representatives of The Greeley Independence Stampede proclaimed Tuesday, June 28, 2011 as Town of Milliken Day at the Greeley Independence Stampede.

Swearing-in of Milliken Housing Authority Appointments

Gloria Dunn and Debra Pompey-Brandt were sworn in as Milliken Housing Authority Commissioners by Mayor L. Jane Lichtfuss.

Agenda Approval

Town Administrator Jim Burack responded there were a few discussion items from staff to be added to the agenda.

Citizens Comments

Trish Yost, 211 Gadwall Lane, Johnstown, CO spoke to the Town Board regarding the services of her cleaning company, "Yost Cleaning". Ms. Yost informed them that if her company's services were ever required she would be available to work for the Town and would accommodate local employee preference and budget requirements.

Minutes of Previous Meeting – May 25, 2011 meeting.

Minutes approved as distributed.

CONSENT AGENDA

1. List of Bills

List of Bills for June 8, 2011.

Trustee Chavez questioned an invoice to Lot Holding, LLC for pool cleaning and sheetrock repairs. Town Administrator Burack responded that in order to fairly convey the pool to Lot Holding, LLC these repairs and maintenance items needed to be done.

Mayor Pro Tem Cozad moved to approve the consent agenda. Trustee Onorato seconded the motion.

Vote: All in favor, none opposed.

ACTION AGENDA

There were no items.

DISCUSSION AGENDA

1. Community Recreation Center

Amy Johnson, 516 N. Harding Avenue, Johnstown, CO provided handouts and spoke to the Town Board regarding the vision of a community recreation center for the residents of Milliken and Johnstown. She has started a Community Action Group to inform and receive feedback from residents and businesses in regard to a recreation center. Ms. Johnson spoke about some of the benefits a recreation center could bring to the citizens and the two (2) communities. A recreation center would promote active healthy lifestyles for residents of all ages, bring businesses to the area and create employment opportunities. Ms. Johnson spoke about residents going to other towns for recreation, shopping in those towns and eating out while they are there. Having a local recreation center would promote more patronage of our restaurants and stores.

Trustee Carnahan asked about the location of the potential recreation center.

Ms. Johnson has spoken to Thompson Rivers Parks and Recreation (TRPR) and they do have approximately 27 acres of land available at WCR 19 and WCR 46.

Mayor Pro Tem Cozad explained that if the recreation facility were centrally located between Milliken and Johnstown there would probably be more support in a mill-levy tax increase from both communities.

Trustee Chavez stated that having a recreation center is on the list of goals created by the Board of Trustees in 2011.

2. Milliken Water Works Pool/Centennial Lake

Michael Job with Lot Holding Investments, LLC 301 Centennial Dr. Milliken addressed the Town Board and thanked them and the Planning Commission for attending the groundbreaking ceremony for Boulder Scientific at the CAP Farm site. Mr. Job announced that demolition is complete at the Western International Grain site located at Hwy 60 and Hwy 257 and they have had inquires from several different companies regarding the property. Mr. Job is working with Town Staff on landscaping plans for the location.

Mr. Job spoke to the Town Board regarding the progress with the Water Works Pool and Centennial Lake which is to be utilized for wakeboarding. The wakeboard area is near completion and there will be an article about it in the Greeley Tribune on Saturday, June 11, 2011. The Water Works Pool has undergone extensive maintenance and painting. The biggest problem they have encountered has been plumbing issues in the boiler room and they are having a company come out to look at this and at the chemical system. They are doing the best they can to open the pool as soon as possible. Mr. Job also announced they have added horseshoe pits and a volleyball court. A grand opening will be held on June 24, 2011

Mayor Pro Tem Cozad has received many calls regarding the pool and wanted to know if signs had been posted on the facility. She also said that people have been going to the pool trying to obtain a pass at an advertised discounted price. Mr. Job responded that signs have been posted and staff has been at the pool every day conducting maintenance work. He understands the frustration from the citizens and they are doing their best to complete the maintenance and open the pool. Mayor Pro Tem Cozad suggested a contact number that people can call to obtain their pool pass so they don't give up and purchase a pass from another pool.

Mr. Job thanked the Town's staff for all the support/help they have given Lot Holding, LLC and Mile High Wakeboarding in the effort to open the facilities.

3. Home Improvement Program

Finance Director Mitzi McCoy addressed the Board regarding the Home Improvement Plan. Director McCoy has spoken to Amy Irwin at the Loveland Housing Authority and the Home Improvement Program is similar to a grant application process. The Program requires a match that doesn't necessarily need to be cash but in-kind. The Housing Authority is looking for a cash contribution between \$7,000 and \$10,000 and they are also looking for an in-kind contribution. Director McCoy calculated the costs based on the Milliken Housing Authority splitting the cash contribution but added in the costs of the permits and the fee to the Building Inspector. The low end calculation amount with the cash contribution amount of \$4,000, permit fee waivers, inspection costs and Use Tax waiver was \$12,400. The high end calculation amount could be \$15,000. Ms. Irwin told her that it is an annual option and you do not need to participate each year. The \$4,000 application fee from the Town and from the Milliken Housing Authority is a recurring fee that is not refunded if there are not any applications.

The program provides low interest loans between 1% and 5%. Amy Irwin explained to Director McCoy that the application for residents are time stamped at which point an inspector is assigned to inspect the property and if the property meets the requirements and the owners meet the financial criteria the loan is awarded on a first-come first serve basis.

Mayor Pro Tem Cozad asked if staff had a recommendation on the program.

Town Administrator Burack responded it is an admirable housing goal but it was not included in the 2011 budget and \$12,000 to \$15,000 is a sizable amount. His recommendation would be to delay this and discuss it during the 2012 budget process.

Mayor Lichtfuss said that the program has been in place for a number of years but was primarily a Larimer County program that was extended to Milliken. Discussion amongst the Board was whether this program is something they would be interested in doing and if a homeowner cannot afford to repair their home would they even be interested in obtaining a low interest loan.

4. Safe Routes to School Update

Town Administrator Burack handed out preliminary plans that KBN Engineers has for the Safe Routes to School design. They will be bringing a final design plan soon, after which the construction will go out to bid.

Trustee Wakeman asked about the timeframe of the project completion. Town Administrator Burack responded that the construction will probably be toward the end of August.

5. Letter to Congressional Delegation Concerning the Proposed Operational Modifications at the Milliken Post Office

Town Administrator Burack explained a letter was sent to the Postmaster General in Washington, D.C., via Express Mail on Tuesday, June 7th. Carbon copies of the letter were sent the following day to the Town's Congressional delegation; Senator Udall, Representative Gardner and Bennett. The Postal Service's District Manager has not yet responded to the Mayor's letter. The postal service change in Milliken is set to occur on July 16, 2011.

6. Additional Items

Town Administrator Burack responded to discussion items from the Board meeting on May 25, 2011 regarding 417 Broad St. and the Cow/Animal Art. Administrator Burack requested to delay further the fiscal discussion on these two (2) items pending the Request For Proposals (RFP's) that were sent out regarding the Town Square design. He explained that a pre-bid meeting was held on June 7, 2011 and a deadline was set for June 16, 2011 for the proposals. The plans may include outdoor sculptures and positioning of the 417 Broad Street structure. After the proposals have been submitted and Director McCoy has reviewed the fiscal impact it will be brought to a Board meeting for the Board to review.

Trustee Chavez announced that last week 9 News reported that eleven (11) post offices in Colorado will be closed and six (6) in Wyoming. Town Administrator Burack explained there are different efficiency programs the Postal Service is implementing. He explained we are part of the efficiency program called the Delivery Unit Optimization Program (DUO) which apparently has a different public notice requirement since the municipality was never officially notified. Because post offices are rated for different levels of service, it is likely Milliken's Post Office's level would be downgraded with this change. At some point in the future with the new level of service, the Post Office could potentially be earmarked as a facility to close or moved to a contract operation.

Director Woodruff announced that the chip seal project has been completed. The summer seasonal employees are now working, and two (2) light poles have been destroyed in the last week and the claim has been submitted to the Town's insurance company CIRSA. Public Works is weed spraying the cracks on residential streets they are using 2-4D, a broadleaf killer.

Mayor Lichtfuss asked about the odor of the potable water at the Mad Russian, reported by one resident. Director Woodruff will investigate.

Town Attorney Fickel announced that the check for Oil and Gas Wells Safety Checks from Noble Energy has been received.

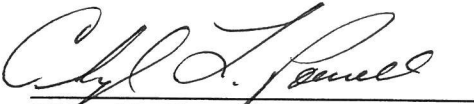
Trustee Carnahan asked about the weeds on Green Street. Director Woodruff explained that the seasonal employees and community service workers will be pulling the weeds.

Town Administrator Burack announced that the Town was recommended for the continuation of the Community Court Grant for the second year in the amount of \$70,000.

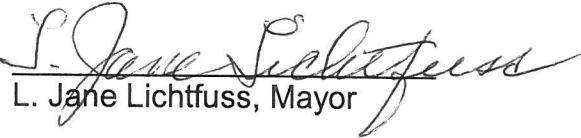
Adjournment

Hearing no further business, the Mayor adjourned the meeting at 8:15 p.m.

Prepared by:


Cheryl L. Powell,
Town Co-Clerk

Approved by:


L. Jane Lichtfuss, Mayor