

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

MEETING MINUTES

Wednesday, September 26, 2012 - 7:00 P.M.

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Wednesday, September 26, 2012 at 7:00 p.m. Those present: Mayor Milt Tokunaga, Mayor Pro Tem Julie Cozad; Trustees: Linda Beck, Ted Chavez, Reid Hobler, Jordan Jemiola, and Lois Ann Onorato. Also present: Town Administrator/Police Chief Jim Burack, Town Clerk Cheryl Powell, Treasurer & Accounting/Finance Director Patrick Murphy, Town Attorney Bruce Fickel, Assistant Attorney Sunita Sharma, Community Development Director Steve House, and Parks and Outdoors Director Josh Roseberry. Absent: Public Works Director Jason Fowler

Pledge of Allegiance

Mayor Tokunaga called the meeting to order.

Agenda Approval

Town Clerk Powell responded there were no staff additions to the Agenda.

Citizen Comments

Mrs. Janie Lichtfuss, 2212 Megan Court, Milliken, spoke to the Town Board as a representative of the Milliken Housing Authority (MHA). Mrs. Lichtfuss explained that approximately five (5) years ago the MHA joined as partners with the Loveland Housing Authority in order to fund Dove Valley, a senior housing community. She explained that more senior housing is needed and the MHA had a market study prepared by Prior & Associates. The MHA has spoken to All American Homes, a Milliken business that would be able to competitively build factory built homes if the zoning code is changed at the Dove Valley location.

Mrs. Lichtfuss explained that Michael Job, Lot Holding, LLC presented another option to the MHA. He spoke of an area east of Town that could possibly be developed as senior housing. This area will be closer to proposed businesses and there may be an opportunity with other development for shared costs on infrastructure. The MHA will speak to other agencies to help fund this project, but they are also asking the Town Board to consider assistance with funding in

their 2013 budget. Mrs. Lichtfuss also explained that Rick Ekwall with the Loveland Housing Authority cannot continue to provide consultant services to the MHA free of charge. The MHA has little funding available to them, with no source of revenue and is asking if the Town Board will consider assisting the MHA with these costs. Mrs. Lichtfuss stated that if the Town Board wishes to place the MHA on a future agenda, they will provide any information that the Town Board requests.

Minutes of Previous Meeting – September 12, 2012 meeting.

Minutes approved as distributed.

Acknowledgement of the Paid List of Bills

September 2012 List of Bills

Mayor Pro Tem Cozad asked about the payment to GEA ME US – “Westfalia Separator” – Finance/Accounting Director Patrick Murphy informed the Town Board this was an emergency repair/replacement of the Centrifuge at the wastewater treatment plant.

The List of Bills was acknowledged by the Town Board.

CONSENT AGENDA

There were no items.

ACTION AGENDA

1. 2011 Audit Acceptance

Finance/Accounting Director Patrick Murphy explained to the Town Board that each year the Financial Statements of the Town of Milliken are independently audited as required by Colorado statute. The Town Board approves those financial statements as audited and then forwards a copy of those statements to the State of Colorado. An extension was filed for the 2011 audit which had been previously filed with the State and the audit is due on September 30th.

Randy Watkins a partner with Anton Collins and Mitchell, LLP gave the Town Board an overview of the audited 2011 Financial Statements and Tyra Litzau who was the primary auditor on the Town’s 2011 audit, gave an overview on the audit wrap up statement.

The Town Board acknowledged receipt of the 2011 Audit.

Discussion: Questions from the Town Board were in regard to the noted areas of deficiency in the audit wrap-up report. Suggestions on how to remedy these areas were provided by the Town's auditors.

Mayor Pro Tem Cozad approved the release of the 2011 Financial Statements. Trustee Hobler seconded.

Vote: All in favor, none opposed. Motion passed.

2. Consideration and Approval of Resolution 12-24 Initiating Annexation Proceedings for the Daniels School House Annexation

Community and Economic Director Steve House asked the Town Board to review and consider for approval Resolution 12-24 accepting the annexation petition, initiating annexation proceedings, and setting public hearing dates for the Daniels School House Annexation.

Trustee Onorato moved to approve Resolution # 12-24, initiating annexation proceedings for the Daniels School House Annexation. Trustee Chavez seconded.

Discussion: None

Vote: All in favor, none opposed. Motion passed.

3. Public Hearing for Consideration of Amendments to the Land Use Code for Foster Family Care Homes, Group Homes, and Child Care Centers and Approval of Ordinance # 666 or 667, 668 and 669

Community and Economic Director Steve House asked the Town Board to consider for approval amendments to the Land Use Code (Zoning Ordinance), regarding Foster Family Care Homes, Group Homes and Child Care Center and make recommendations to amend the code as described in the separate agenda memos. If the Town Board desires to amend the code to include all three (3) items (Foster Family Care, Group Homes and Child Care Centers) in one action, approval of Ordinance # 666 would accomplish this. If the Town Board desires to modify, or not amend one of these items, separate ordinances (#667, #668 and #669) are included for that action.

Public Hearing opened at: 7:58PM

Public Hearing closed at: 8:08PM

Mayor Pro Tem Cozad moved to approve Ordinance # 666. Trustee Beck seconded.

Discussion: None.

Vote: All in favor, none opposed. Motion passed.

DISCUSSION AGENDA

There were no items.

Updates on Staff Assignments

There were no staff assignment updates due.

Other Business

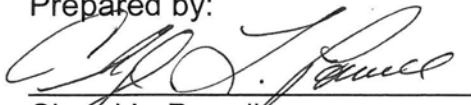
Summary of Meeting (Review of Action Items, Staff Assignments & Schedule)

Town Administrator Jim Burack will speak to the Milliken Housing Authority regarding their request and the Town Board could consider a future work session for further discussion.


Adjournment

Hearing no further business, the Mayor adjourned the meeting at 8:14 p.m.

Prepared by:


Cheryl L. Powell
Town Clerk

Approved by:


Milt Tokunaga, Mayor