

**TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JULY 2, 2019
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:03 P.M.

Roll Call. Mayor Sean Forey, Venessa Angell, Earl Aukland, Debora Jerome, Paul Sutton, and Christopher Wolfe were present. Trustee Katie Gill was absent. A quorum was established.

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), George Mumma (Police Chief), Lorraine Trotter (Town Accountant), Jennifer Woods (Town Planner), and Lyndsey Paavilainen (Town Clerk).

Amendments to the Agenda. Item, Cliff House Special Event Application was added to the agenda under Presentations and Hearings as item 5c.

Public to Address the Board. None.

Presentations and Hearings.

2018 Audit Presentation- Hinkle & Company, PC. Auditors, Jim Hinkle and Chris Parker, introduced themselves to the Board, reviewed their analysis and testing of the Town's financial controls, policies, transactions, accounting procedures, and explained in their review, they did not determine any significant deficiencies or material weakness. Hinkle and Parker stated, there were no misstatements, no disagreements with management, no encountered difficulties or other issues with the audit. An amendment was made in regards to the Red Rocks Ranch disclosure to include a sentence stating the property was disconnected from the Town in 2018.

In response to the Board's questions regarding any areas of improvement, Hinkle and Parker stated the Town Accountant, Lorraine Trotter's, sophistication and expertise helped the audit run smoothly and believe she is an asset for the Town.

Lorraine Trotter, Town Accountant, then reviewed and explained the Town's finances while referencing the year-end statements of both the General and Utility Funds. Trotter concluded she believes the Town is in a good financial position and recommended reviewing the General Funds' revenue to expenses ratios to either maintain or grow the balance for future capital projects.

Wolfe made a motion to accept the 2018 audit as presented by Hinkle & Company, PC with the minor notation on page 19 regarding the Red Rocks Ranch disconnection. Sutton seconded the motion. All present voted in favor of the motion.

Sign Code Amendment Hearing.

Mayor Forey called the Public Hearing to Order at 6:35 P.M.

Jennifer Woods, Town Planner, stated the reasons for the proposed amendments to the Sign and Lighting codes are intended to address current issues with the codes, incompatibility of sign types and sizes, and design standards in the Old Town Overlay District. Woods further explained these proposed amendments would further the objectives of the Old Town Design

Guidelines by addressing and reviewing illumination levels, connecting external sign lighting with the outdoor lighting code and encouraging creativity and public art in signage.

Woods first reviewed the proposed amendments regarding lighting. Woods explained the amendments: updating to the BUG (Backlight, Uplight, Glare) Rating system to apply to exterior lighting, reducing the color temperature to 3,000K and to minimize short wavelength light through the use requirements of “warm-light” or filtered LED’s to minimize blue emissions, and amendments addressing incompatibilities with internal and external signage illumination.

Woods then reviewed proposed amendments regarding signage incompatibility. Woods explained the amendments would clarify: sign clearance requirements and sign material types, permitting standards regarding window and wall signs under 6 feet, the maximum gross surface area of signs, and a process for landmark or historic signs that is not a variance.

Woods reviewed proposed amendments for nonconforming signs, or signs that do not meet the current sign code requirements, and when compliance should be required for these nonconforming signs.

Woods lastly reviewed the proposed amendments regarding design guidelines. Woods stated design guidelines would be amended to encourage applicants to incorporate art, education, history and other creative elements in their signs, and would ensure the unique character and natural beauty of the Town is preserved.

Public Comment.

Gus Chambers, 207 Bear Creek Lane. Chambers had questions regarding lighting of the Post Office’s American flag and if their spot light would be required to be shielded.

Kathleen Dichter, 109 Spring Street. Dichter questioned if front porch lights would be in compliance with the new code.

Mayor Forey closed the Public Hearing at 7:14 P.M.

Woods clarified light trespassing and the 150 Watt requirement of exterior lighting as it pertains to string lights and porch lights. Due to Board’s questions, an amendment regarding the threshold of 150 watts for incandescent light bulbs was proposed.

Ordinance 478- An Ordinance Amending Title 10 Chapter 11 of the Morrison Municipal Code Concerning Outdoor Signs. Sutton made a motion to adopt Ordinance 478- An ordinance Amending Title 10 Chapter 11 of the Morrison Municipal Code Concerning Outdoor Signs. Wolfe seconded the motion. Mayor Forey, Trustees Angell and Jerome voted in favor. Trustee Aukland voted opposed. The motion passed 5 to 1.

Ordinance 479- An Ordinance Amending Title 10 Chapter 8, of the Morrison Municipal Code Concerning Outdoor Lighting. Angell made a motion to adopt Ordinance 479- An Ordinance Amending Title 10 Chapter 8 of the Morrison Municipal Code Concerning Outdoor Lighting with the addition of the word “incandescent” in subsection B. Wolfe seconded the motion. Mayor Forey, Trustees Jerome and Sutton voted in favor. Trustee Aukland voted opposed. The motion passed 5 to 1.

Cliff House Special Event Application. Saif Pratt, Cliff House Manager, addressed the Board and explained the Cliff House has applied for a Special Event Permit to hold its third event on July 20, 2019, with an estimated attendance of 200 people. Pratt explained the Cliff House has obtained permission from the school to use their parking lot for overflow parking, has a “No-Trash” policy, stated additional port-a-lets could be rented, and the event would end by 11:00 P.M. Pratt added the Cliff House is looking at alternative ways to increase revenue and use its property and believes this event would benefit the Town as well. Pratt also addressed concerns with the noise issue and stated he is aware of the noise ordinance and would keep the noise within the decibel limit.

Winters stated the Cliff House has held two prior events that were not permitted and due to this, staff did not want to approve this event administratively.

Dahl reviewed the factors of approval with or without conditions and factors for denial with the Board.

Wolfe made a motion to deny the application of the Cliff House Lodge for the Special Event Permit under code 3-1-4 based upon 1) the physical condition of the property as a Bed & Breakfast operation is not designated appropriately for use as an event center and 2) in part on health, safety & welfare of the public, considering the noise issues associated with the prior two unpermitted events. Jerome seconded the motion. Mayor Forey and Trustee Angell voted in favor. Trustees Aukland and Sutton voted opposed. The motion passed 4 to 2.

General Business.

Sale and Purchase Agreement- Jim Jones Property. Dahl explained the legal description of the property has been amended to include a small portion of the property that was not originally included at time of approval. Dahl further explained hearings for the vacation and subdivision of the property would be before the Board soon. Jerome made a motion to approve the first amendment to the Agreement to Purchase Real Property. Angell seconded the motion. All present voted in favor.

Departmental Reports.

Public Works. The purpose and importance of the Town’s membership with the Bear Creek Watershed Association was discussed. The Board commented on the planting of the new trees and the new Town Hall parking lot configuration.

Police Department. The issuance of speeding tickets to bicyclists was discussed and Chief stated the practice would continue.

Museum. The Board stated they are excited for the new Raptor exhibit to open.

Town Manager. Winters stated staff is still working with Tap on the Rocks on their walk-in cooler permits. In regards to the Jones Property hearings, Winters stated the Planning Commission will hear on the vacation and subdivision on August 13th, the Board of Adjustments will hear on the variance on August 22nd, and in turn the Board’s hearing will be September 3rd. In regards to the Citizen Survey, Winters stated the survey will close out soon and a summary of the survey results will be presented to the Board after the data has been compiled.

Town Attorney. Dahl stated he has been working through the Jones' Purchase Contract and the Spring Street Bridge Annexation. Due to Board questions regarding 105 Canon Street, Dahl stated cooperation with the property owner is being encouraged, but if needed the Town can issue nuisance violations. Winters added she will report to the Board with any enforcement.

Consent Agenda. Sutton made a motion to approve the Consent Agenda dated July 2, 2019. Wolfe seconded the motion. All present voted in favor of the motion.

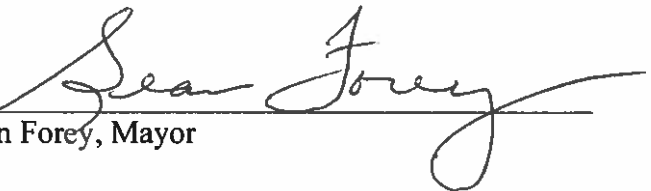
Board Comments. Auckland stated he did not believe the motion on the Cliff House Special Event Application was the correct course of action and believes the Board should have approved the permit with conditions. Sutton agreed with Auckland. Jerome stated she would like to see the Cliff House attempt to hold a smaller event that is more easily controlled before holding such a large event. Jerome stated she encourages him to apply again. Forey added that he believes he voted as the surrounding business owners would have wanted him to vote.

Sutton questioned if the Phillips 66 and Edelweiss glamping port-a-lets are considered permanent or temporary structures.

Hogback Article Discussion. Sutton stated he would think of ideas and send a draft to Winters for review.

Adjournment. The regular meeting was adjourned at 8:10 P.M.

TOWN OF MORRISON


Sean Forey, Mayor

ATTEST:


Lyndsey Paavilainen, Town Clerk

