

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
April 14, 2015
Regular Meeting 7:00 P.M.**

1. CALL TO ORDER: 7:00 PM

- A. Pledge of Allegiance led by Mayor Nelson
- B. Roll Call: Mayor Nelson, Trustees; Castro, Meisner, Nothem, Tapia, Giardino, Maes
- C. Town Staff Present: Trudy Peterson, Town Administrator, Gail Odenbaugh, Town Clerk/
Treasurer, Robert Meisner, Public Works Foreman, Platteville Chief Mike Root

2. APPROVAL OF THE REGULAR AGENDA:

Motion Nothem, Motion to approve the regular agenda with the change of moving the Police Chief Report between Items 2 and 3 (Approval of the Regular Agenda and Public Invited to be Heard on Matters not on the Agenda) and the addition of an Executive Session, 2nd Tapia. All voted Aye. Motion carried (6-0).

3. REPORT:

Chief of Police

Chief Mike Root reported that they invested in a GPS system that will record the amount of time that the officers spend specific to Gilcrest. He also provided a written report.

4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

(Speakers limited to three (3) minutes).

Susan Fakharzadeh, PDC Energy, 1775 Sherman Street, Suite 3000, Denver, CO 80203 - Presented the Town of Gilcrest with a contribution for the baseball dugouts in the amount of \$5,000.00. She also requested a formal ribbon cutting when the project was complete.

Sarah Mayfield, 705 Elm Street, Gilcrest, CO 80623 - Ask to consider adding to the next agenda changes to the code in Chapter 8 concerning time limits to remove inoperable vehicles.

Esa Mayfield, 705 Elm Street, Gilcrest, CO 80623 - Ask to consider adding to the next agenda changes to the code in Chapter 8 concerning time limits to remove inoperable vehicles.

5. **PUBLIC HEARING:**

Town Administrator Peterson stated that the applicant requested the Public Hearing be continued until May 26, 2015 at 7:00 pm.

Mayor Nelson opened the Public Hearing before the Board of Trustees acting as the Planning Commission and the Board of Trustees to review and take testimony on a potential conflict with the comprehensive plan and a proposed zoning amendment at 325 Railroad Street at 7:49 pm.

Motion Nothem, Motion to continue the Public Hearing for the proposed zoning amendment at 325 Railroad Street until May 26, 2015 at 7:00 pm, 2nd Giardino. All voted Aye. Motion carried (6-0)

Mayor Nelson stated that the Public Hearing will be continued until May 26, 2015 at 7:00 pm.

6. **OLD BUSINESS:**

Summer Activities Committee

Discussion – Next Meeting Scheduled April 24, 2015 at 6:30 pm

May 22, 2015 – Percy Jackson
June 26, 2015 – Paddington
July 24, 2015 – Despicable Me 2
July 25, 2015 – Early Evening, Meal and Street Dance
August 28, 2015 – Night at the Museum

1st Reading – Ordinance 2015-03 – Regulating Placement of Trash Cans

Discussion

No Action Taken

Verizon Lease

Discussion

Motion Castro, Motion to accept Verizon's position not to indemnify the Town on any future lease, 2nd Meisner, Roll Call Vote. Trustee; Meisner-Yes, Castro-Yes, Tapia-Yes, Nothem-Yes, Giardino-Yes, Maes-Yes, Motion carried (6-0).

Purchase of I-Pads for the Board

Brief Discussion

No Action Taken

6. **NEW BUSINESS:**

Board of Trustees Acting as Planning Commission – Determination if Application is Consistent with the Gilcrest Comprehensive Plan

No Action Taken

Baseball field Issues

Direction to Office Staff on distribution of Keys to Town Facilities

Discussion – General consensus is to keep the operation protocol that is currently in place.

No Action Taken

Field Prep

Brief Discussion

No Action Taken

Cancellation of Field Reservations Due to Weather

Brief Discussion

No Action Taken

Dugouts

Brief Discussion

No Action Taken

Elm Street Traffic Discussion

Discussion

Motion Meisner, Motion to purchase twenty barricade barrels to be used on Elm Street or for Public Works use, 2nd Tapia, Roll Call Vote. Trustee; Meisner-Yes, Castro-Yes, Tapia-Yes, Nothem-Yes, Giardino-No, Maes-Yes, Motion carried (5-1).

Employee Retirement Plans

Discussion

No Action Taken

Discussion of a Burn Day

Discussion

***Motion** Castro, Motion to allow Public Works choose a burn weekend for the Town of Gilcrest residents and allow staff to advertise, 2nd Tapia. All voted Aye. **Motion carried** (6-0).*

Weld County Referral – Use by Special Review – 14230 County Road 36

Discussion

***Motion** Nothem, Motion to check the box stating that “We have reviewed the request and find no conflict with our interests” for the Weld County referral case # USR15-0019. 2nd Giardino. All voted Aye. **Motion carried** (6-0).*

Weld County Referral – Recorded Exemption – 15645 County Road 40

Discussion

***Motion** Castro, Motion to check the box stating that “We have reviewed the request and find no conflict with our interests” for case # RECX15-0041. 2nd Meisner. All voted Aye. **Motion carried** (6-0).*

7. REPORT:

Code Enforcement

A slide show presentation showing before and after pictures and a written report was presented.

Public Works

None

Town Administrator

Town Administrator Peterson reported that staff has discovered there are some duplicate addresses and addresses that are on the wrong side of the road on Weld County Road 42. Town Clerk/Treasurer Odenbaugh will start working on addressing this issue.

Town Administrator Peterson reported that there were three monitoring wells installed on the Lorenz property. The Town is still waiting on the Memorandum of Understanding from the

Lorenz'. The Town has a verbal from them but due to the deaths of both Mr. and Mrs. Lorenz who both passed away the same weekend, the Town is waiting for the executor of their estate to sign the MOU.

Town Administrator Peterson reported that the Platteville Public Library submitted their site plan.

Town Administrator Peterson reported that the Health Department approved the PER (Preliminary Engineering Report).

Town Administrator Peterson reported that the Town of Gilcrest was successful in obtaining the \$595,000.00 grant and the \$15,000.00 grant.

Board of Trustees

Trustee Maes expressed concern on the time being spent by Town Administrator Peterson on the ground water issue.

Trustee Giardino reported that he has heard about some new housing development west of town. He stated that it was announced in the Greeley Tribune.

Trustee Meisner asked about the police department's time spent at the school and why it should be charged against the Town of Gilcrest contracted time. Town Administrator Peterson explained that it is part of a police department's function and that the police department is able to obtain a lot of information that can be used to help keep illegal activity at bay.

Trustee Castro thanked the whole Board and some of their family members for their work on the Easter Egg Hunt and felt it was a great success. She also thanked Trustee Maes for her hard work obtaining the donations for the dugouts.

Mayor Nelson reported that he attended the BullsEye Mayor Group. He also stated that he was interested in trying to get the community center project started again.

8. APPROVAL OF MEETING MINUTES:

Motion Castro, Motion to approve the meeting minutes of March 24, 2015. 2nd Maes. All voted Aye. Motion carried (6-0).

9. APPROVAL OF BILLS:

Motion Castro, Move to approve the bills in the amount of \$91,033.89. 2nd Nothem, Roll Call Vote. Trustee; Nothem-Yes, Giardino-Yes, Tapia-Yes, Meisner-Yes, Maes-Yes, Castro-Yes. Motion carried (6-0).

Motion Castro, Move to approve the reimbursement to Laura Meisner in the amount of \$800.00. 2nd Giardino, Roll Call Vote. Trustee; Nothem-Yes, Giardino-Yes, Tapia-Yes, Meisner-Abstain, Maes-Yes, Castro-Yes. Motion carried (5-Yes, 1-Abstention).

10. **EXECUTIVE SESSION 9:50 PM:**

Motion Castro, Motion to adjourn the regular business meeting session to go into executive session to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f). 2nd Tapia.

Trustee Castro asked to amend her motion and Mayor Nelson allowed it.

Motion Castro, Motion to adjourn the regular business meeting session to go into executive session to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f) and would like to invite Town Administrator Peterson, Town Clerk/Treasurer Odenbaugh, Public Works Foreman Meisner into the executive session, 2nd Tapia, Roll Call Vote. Trustee: Castro-Yes, Maes-Yes, Meisner-Yes, Nothem-Yes, Tapia-Yes, Giardino-Yes. Motion carried (6-0).

The Regular meeting was reconvened at 10:28 pm.

11. **ADJOURNMENT 10:28 PM:**

Motion Giardino, Motion to adjourn at 10:28 pm, 2nd Maes, All voted Aye. Motion carried (6-0). Mayor Nelson adjourned the meeting at 10:28 pm.

TOWN OF GILCREST




Jeff Nelson, Mayor

ATTEST:


Gail Odenbaugh, Town Clerk