

**Meeting Minutes of  
The Board of Trustees  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
November 21, 2017  
Regular Meeting 7:00 P.M.**

**1. CALLED TO ORDER: 7:00 P.M.**

- A. Pledge of Allegiance
- B. Roll Call: Mayor Pro-tem Nothem, Trustees; Tapia, Castro, Giardino, Meisner, Esquivel
- C. Town Staff Present: Trudy Peterson, Town Administrator, Town Clerk/Treasurer Odenbaugh

**2. APPROVAL OF THE REGULAR AGENDA:**

*Motion Giardino, Motion to approve the meeting agenda with item "b" under New Business Resolution 2017-10 – Executive Session Recordings to be tabled, 2<sup>nd</sup> Tapia. All voted Aye. Motion carried (6-0).*

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

*(Speakers limited to three (3) minutes).*

None

**4. PUBLIC HEARING:**

**Conditional Use Permit Application – 314 W 4<sup>th</sup> Street  
Conditional Use Permit Application – 402 W 4<sup>th</sup> Street**

Mayor Pro-tem Nothem recessed the regular portion of the meeting and opened the Public Hearing at 7:03 PM for the purpose of hearing comments on an application from Dan and Deb Baker at 314 W 4<sup>th</sup> Street and Brendan and Tyler Baker at 402 W 4<sup>th</sup> Street for Conditional Use Permits. The two applications are the same for both lots and, as such, the Public hearing for both lots will be combined into one Hearing.

Stephanie Stevens, Town Planner presented the conditional use permit proposals. Eric Wernsman, the representative for the Baker's, was present for questions.

Dan Baker, 32776 Vista Lake Road, Greeley, CO 80631 – Concerned he was fined for code violations. Town Administrator Peterson stated that he was never issued a citation and that the charges were not fines. She stated that Gail Odenbaugh, Clerk/Treasurer can address the invoices after the public hearing.

Mayor Pro-tem Nothem adjourned the Public Hearing and reconvened the Regular Board Meeting at 7:13 PM.

Discussion

***Motion Castro, Motion to approve on first reading Ordinance 2017-10 Conditional Use Permit for 314 W 4<sup>th</sup> Street, 2<sup>nd</sup> Tapia, All voted Aye. Motion carried (6-0).***

***Motion Castro, Motion to approve on first reading Ordinance 2017-11 Conditional Use Permit for 402 W 4<sup>th</sup> Street, 2<sup>nd</sup> Tapia, All voted Aye. Motion carried (6-0).***

### **Proposed 2018 Budget**

Mayor Pro-tem Nothem recessed the regular portion of the meeting and opened the Public Hearing at 7:34 PM for the purpose of hearing comments on the proposed 2018 Budget for the Town.

Town Administrator Peterson presented the 2018 Budget.

No public comments.

Mayor Pro-tem Nothem adjourned the Public Hearing and reconvened the Regular Board Meeting at 7:40 PM.

### **5. CONSENT AGENDA:**

- a. Weld County Referral – Case # 1MJUSR17-15-0019 – 14230 WCR 36 – Site Plan Amendment for Solar Facility
- b. Minutes of November 7, 2017 Meeting
- c. Approval of the Bills

***Motion Giardino, Motion to approve the Consent Agenda with the recommendations of Town Administrator Peterson, 2<sup>nd</sup> Meisner, Roll Call Vote Trustee; Castro-Yes, Esquivel-Yes, Meisner-Yes, Nothem-Yes, Tapia-Yes, Giardino-Yes. Motion carried (6-0).***

### **6. OLD BUSINESS:**

#### **Holiday Party**

Discussion

#### **Lighting Contest**

Brief Discussion

7. **NEW BUSINESS:**

**First Reading Ordinance 2017-12 – Repealing Section 16-45, Subsection (7) of the Gilcrest Municipal Code – Home Occupations**

Tabled

**Resolution 2017-10 – Executive Session Recordings**

Tabled

**Resolution 2017-11 – Certifying Liens to Weld County for Collection**

Discussion

*Motion Meisner, Motion to approve Resolution 2017-11 Certifying Delinquent Charges to the Weld County Treasurer for Collection, 2<sup>nd</sup> Giardino, Roll Call Vote Trustee; Castro-Yes, Esquivel-Yes, Nothem-Yes, Tapia-Yes, Giardino-Yes, Meisner-Yes. Motion carried (6-0).*

8. **REPORTS:**

**Police Department**

Written Report - Discussion

**Code Enforcement**

Written Report – Discussion

Town Administrator Peterson reported that the Town received comments back from engineering with regards to Mr. Chacon's property. He will need to go back and make revisions to his plans for the sanitary sewer.

**Public Works**

Town Administrator Peterson reported that the Town received the contract documents from Quality Well and Pump for the dewatering well but are still waiting on the certificate of insurance. Once received, she should be able to issue the notice to proceed. They are hoping to start drilling next week. She stated she still has not heard from Xcel Energy.

She reported that the groundwater is still not going down.

She reported that there is an electrical issue going on at the wastewater treatment plant. She also reported that the concrete piers that the supports are tied to are floating and the diffusers in the other pond are starting to fall apart. These problems are being caused by the groundwater and are not a construction defect.

She also reported that the continued pumping issue at the lift station has been resolved. Public works found that there was a plug in the line that was causing the issue and it was not a groundwater issue.

**Town Administrator**

Written Report

**Board of Trustees**

Trustee Giardino would like to see the east side of Highway 85 annexed. He would like to see a stop light at Highway 85 and Main Street. He would like to see the town purchase the vacant lots next to the sewer pond and build a park there. He would like to see the internet speed improved. He would like the future town sign to be in a shape of a "V" instead of a slab. He would like to see a fast food type restaurant to be built in Gilcrest. He asked about the town Christmas party.

Trustee Meisner asked Trustee Esquivel how the food bank went. Trustee Esquivel stated it went very smoothly and the time went fast. Trustee Meisner also stated that she would like to see the Town have a holiday meal for the employees and board members. The consensus of the board was to try to have one for January and the end of next year.

Trustee Castro asked about the water coming out of the hydrants when they are being tested. She feels it is a waste of water. Town Administrator Peterson explained that if they try to capture the water it will constrict the flow.

**9. EXECUTIVE SESSION:**

None

**10. ADJOURNMENT:**

*Motion* Giardino, *Motion to adjourn, 2<sup>nd</sup> Tapia. All voted Aye. Motion carried (6-0).*

*Mayor Nelson adjourned the meeting at 8:24 P.M.*

TOWN OF GILCREST



*Jeff Nelson*  
\_\_\_\_\_  
Jeff Nelson, Mayor

ATTEST:

*Gail Odenbaugh*  
\_\_\_\_\_  
Gail Odenbaugh, Town Clerk