

**Meeting Minutes of  
The Board of Trustees  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
December 1, 2015  
Regular Meeting 7:00 P.M.**

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

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

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

*Motion Nothem, Motion to accept the agenda with the addition of item "i" under New Business, 2<sup>nd</sup> Giardino. All voted Aye. Motion carried (5-0).*

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

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

None

Trustee Tapia arrived at 7:02 PM

**4. SPECIAL PRESENTATION:**

Mayor Nelson presented a plaque to Gail Odenbaugh, Town Clerk/Treasurer for her CMC Designation.

**5. OLD BUSINESS:**

**Elm Street Traffic**

Brief Discussion

**Volunteer Appreciation**

Brief Discussion

## **Dugouts**

Brief Discussion

## **Logo Discussion**

Brief Discussion

## **Second Reading of Ordinance 2015-12, an Ordinance Enacting Article VII of Chapter 13 of the Gilcrest Municipal Code Concerning Backflow Prevention in the Town's Water Distribution System**

Brief Discussion

***Motion** Castro, Motion to approve on second reading Ordinance 2015-12 an Ordinance Enacting Article VII of Chapter 13 of the Gilcrest Municipal Code Concerning Backflow Prevention in the Town's Water Distribution System, 2<sup>nd</sup> Tapia. All voted Aye. **Motion carried** (6-0).*

## **Carry Over Vacation Hours**

Brief Discussion

***Motion** Castro, Motion to approve that Bob can take 40 hours by the end of the year and then extending the time he has to take the rest of the time until the end of February and if John Baker has any hours left at the end of the year that he is extended the same courtesy, 2<sup>nd</sup> Tapia. **Roll Call Vote** Trustee; Maes-Yes, Nothem-Yes, Giardino-Yes, Meisner-Abstain, Tapia-Yes, Castro-Yes. **Motion carried** (5-Yes, 1-Abstention).*

## **6. NEW BUSINESS:**

### **Request from Mr. Long Regarding Development on the Lots at 209 Main Street**

Discussion – Arnie and Jeremy Long were present.

### **Resolution 2015-08 to Adopt the 2016 Budget**

Discussion

***Motion** Castro, Motion to approve Resolution 2015-08 to adopt the 2016 Budget, 2<sup>nd</sup> Giardino, **Roll Call Vote** Trustee; Meisner-Abstain, Castro-Yes, Maes-Yes, Nothem-Yes, Giardino-Yes, Tapia-Yes. **Motion carried** (5-Yes, 1-Abstention).*

## **Resolution 2015-09 to Set the Mill Levy for the 2016 Budget**

***Motion** Castro, Motion to approve Resolution 2015-09 to Set the Mill Levy for the 2016 Budget, 2<sup>nd</sup> Nothem, **Roll Call Vote** Trustee; Tapia-Yes, Maes-Yes, Nothem-Yes, Castro-Yes, Giardino-Yes, Meisner-Yes. **Motion carried** (6-0).*

## **Resolution 2015-10 to Appropriate Funds for the 2016 Budget Year**

***Motion** Castro, Motion to approve Resolution 2015-10 to Appropriate Funds for the 2016 Budget Year, 2<sup>nd</sup> Tapia, **Roll Call Vote** Trustee; Nothem-Yes, Maes-Yes, Meisner-Abstain, Giardino-Yes, Castro-Yes, Tapia-Yes. **Motion carried** (5-Yes, 1-Abstention).*

## **Resolution 2015-11 to Set Various Fees for the 2016 Budget Year - General**

***Motion** Castro, Motion to approve Resolution 2015-11 to Set Various Fees for the 2016 Budget Year – General, 2<sup>nd</sup> Nothem, **Roll Call Vote** Trustee; Castro-Yes, Maes-Yes, Meisner-Yes, Nothem-Yes, Tapia-Yes, Giardino-Yes. **Motion carried** (6-0).*

## **Resolution 2015-12 to Set Various Fees for the 2016 Budget Year – Water and Sewer**

***Motion** Castro, Motion to approve Resolution 2015-12 to Set Various Fees for the 2016 Budget Year – Water and Sewer, 2<sup>nd</sup> Tapia, **Roll Call Vote** Trustee; Maes-Yes, Nothem-Yes, Giardino-Yes, Meisner-Yes, Tapia-Yes, Castro-Yes. **Motion carried** (6-0).*

## **Resolution 2015-13 to Set Various Fees for the 2016 Budget Year – Liquor Licensing**

***Motion** Castro, Motion to approve Resolution 2015-13 to Set Various Fees for the 2016 Budget Year – Liquor Licensing, 2<sup>nd</sup> Tapia, **Roll Call Vote** Trustee; Giardino-Yes, Maes-No, Tapia-Yes, Nothem-Yes, Meisner-Yes, Castro-Yes. **Motion carried** (5-Yes, 1-No).*

## **Representation at the Upper Front Range Transportation Planning Region and the Hwy 85 PEL**

### **Discussion**

Mayor Nelson will attend and represent the Town of Gilcrest at the Upper Front Range Transportation and the Highway 85 PEL meetings.

### **Christmas Ad**

***Motion** Castro, Motion to allow the town staff to choose a holiday ad for the Town of Gilcrest up to \$175.00 (\$100.00 for color and \$75.00 for ad), 2<sup>nd</sup> Maes, **Roll Call Vote** Trustee; Tapia-Yes, Maes-Yes, Meisner-Yes, Castro-Yes, Giardino-Yes, Nothem-Yes. **Motion carried** (6-0).*

## **7. REPORTS:**

## **Code Enforcement**

Written Report presented during the meeting.

## **Public Works**

None

## **Town Administrator**

Town Administrator Peterson reported that there were only two utility liens filed this year.

Town Administrator Peterson reported that she will be attending a FIDCO meeting on Monday, December 7, 2015 to see if they will allow the Town of Gilcrest to use their ditch.

## **Board of Trustees**

Trustee Maes stated that she thanked Officer Greg Hart and acknowledged his efforts. She also stated that she received a donation for \$100.00 from Arellano Automotive for the Christmas Party.

Trustee Giardino asked if town staff could add a beginning page number for each item on the agenda.

Trustee Nothem stated that he feels that the speed limit sign is helping.

Trustee Meisner confirmed that the Holiday Party is December 11, 2015 from 6:00 pm – 7:30 pm.

Trustee Castro suggested that the Town get a laser light for the Town Hall.

## **8. APPROVAL OF MEETING MINUTES:**

*Motion Castro, Motion to approve the meeting minutes of November 17, 2015. 2<sup>nd</sup> Tapia, All voted. Motion carried (6-0).*

## **9. APPROVAL OF BILLS:**

*Motion Castro, Move to approve the bills in the amount of \$12,004.39, 2<sup>nd</sup> Nothem, Roll Call Vote Trustee; Nothem-Yes, Giardino-Yes, Tapia-Yes, Meisner-Yes, Maes-Yes, Castro-Yes. Motion carried (6-0).*

## **10. EXECUTIVE SESSION:**

None

**11. ADJOURNMENT 8:45 PM:**

***Motion Giardino, Motion to adjourn at 8:45 pm, 2<sup>nd</sup> Tapia. All voted Aye. Motion carried (6-0).***

*Mayor Nelson adjourned the meeting at 8:45 pm.*

TOWN OF GILCREST



Steve Nothem, Mayor Pro-Tem

ATTEST:



Gail Odenbaugh, Town Clerk