

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
April 2, 2019
7:00 P.M.**

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

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

2. APPROVAL OF THE REGULAR AGENDA:

Motion Nothem, Motion to approve the regular agenda. 2nd Tapia. 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

4. CONSENT AGENDA:

- a. Approval of Minutes of the March 19, 2019 Regular Meeting, the March 21, 2019 Special Meeting and the March 26, 2019 Special Meeting
- b. Approval of Bills
- c. Second Reading Ordinance 2019-06 Amending Article IV of Chapter 8 Prohibiting Parking of Trailers Upon the Streets of the Town

Town Clerk/Treasurer Odenbaugh requested additions to the bills, IT Colorado - \$750.00 and Talk Shop - \$161.00, and a deletion of the check issued to Trudy Peterson - \$45.78 changing the total for the bills to \$17,059.76. She also requested a correction to the minutes of March 26, 2019 by deleting "and to exclude Gail" in the Executive Session motion.

Motion Nothem, Motion to approve the Consent Agenda with the change to the March 26, 2019 minutes and the new total for bills in the amount of \$17,059.76, 2nd Tapia. Roll Call Vote Trustee; Castro-Yes, Esquivel-Yes, Nothem-Yes, Tapia-Yes, Albert-Yes. Motion carried (5-0).

5. **OLD BUSINESS:**

Potential for Art Installations on Dugout Walls

Discussion

Town Administrator Recruitment

None

Easter Egg Hunt

None

2018 International Building Codes

Brief Discussion

PDC Sponsored BBQ

Brief Discussion

6. **NEW BUSINESS:**

Introduction of Chris Pratt – Code Enforcement Officer

Chris Pratt of Phoenix CES, LLC was present and introduced himself and explained his qualification and training.

Element Engineering – Proposal for Sanitary Sewer Evaluation and Project Needs Assessment

Discussion

Motion Castro, *Motion to approve the proposal for engineering services from Element Engineering LLC not to exceed \$20,000.00, 2nd Tapia. Roll Call Vote* Trustee; Nothem-Yes, Castro-Yes, Esquivel-Yes, Albert-Yes, Tapia-Yes. ***Motion carried*** (5-0).

Memorandum of Understanding – DOLA – University of Colorado, Denver – Facility Planning

Discussion

Motion Esquivel, *Motion to approve the MOU between the Town, DOLA and the University of Colorado, Colorado Center for Community Development, not to exceed \$5,000.00, 2nd Tapia. Roll Call Vote* Trustee; Tapia-Yes, Esquivel-Yes, Nothem-Yes, Albert-Yes, Castro-Yes. ***Motion carried*** (5-0).

7. **REPORTS:**

Town Administrator

Written Report

Town Administrator Peterson reported that there is a planning session scheduled for Tuesday, April 9, 2019 for the warranty work at the Waste Water Treatment Plant.

Town Administrator Peterson stated that the Police Department will present there quarterly report during the first meeting in May as they did not have time to prepare the report.

Board of Trustees

Trustee Esquivel reported that a resident complained to her about having to sit through the stop light many times at Highway 85 and County Road 42.

Trustee Esquivel asked about the signs for Gilcrest. Town Administrator Peterson stated that we are waiting on the Beautification Committee to decide what to do on Birch Street so that everything would be kept the same.

Trustee Nothem stated he saw a rooster at a home next to the CenturyLink building.

Trustee Castro would like the Beautification Committee be put on the next agenda.

8. **EXECUTIVE SESSION:**

Motion Nothem, *Motion to move out of the regular session into executive session at 7:38 pm to Consider Matters Required to be Kept Confidential by Federal or State Law or Rules and Regulation, Pursuant to C.R.S. 24-6-402(4)(c), with the Applicable Law/Rule/Regulation Being to Evaluate Applications for Applicants Who are not Yet Finalists as Defined by C.R.S. § 24-6-402(3.5) with only the Board and the Mayor, 2nd Albert. Roll Call Vote Trustee; Albert-Yes, Tapia-Yes, Nothem-Yes, Castro-Yes, Esquivel-Yes. Motion carried (5-0).*

Mayor Nelson recessed the regular meeting at 7:38 PM.

Mayor Nelson reconvened the regular meeting at 7:51 PM.

9. **ADJOURNMENT:**

Motion Castro, *Motion to adjourn the regular meeting at 8:00 P.M., 2nd Nothem. All voted Aye. Motion carried (5-0).*

Mayor Nelson adjourned the meeting at 8:00 P.M.

TOWN OF GILCREST



Jeff Nelson

Jeff Nelson, Mayor

ATTEST:

Gail Odenbaugh

Gail Odenbaugh, Town Clerk