

**Meeting Minutes of  
The Board of Trustees  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
October 1, 2019  
7:00 P.M.**

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

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

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

***Motion Nothem, Motion to approve the agenda as it is written. 2<sup>nd</sup> Albert. 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 for September 17, 2019
- b. Approval of Bills
- c. Weld County Referral SUBX-0021 – Oak Leaf Solar 42 LLC, 2 MW Solar Garden - WCR 38 & WCR 25

***Motion Castro, Motion to approve the Consent Agenda, 2<sup>nd</sup> Nothem. Roll Call Vote Trustee; Castro-Yes, Esquivel-Yes, Meisner-Yes, Nothem-Yes, Albert-Yes. Motion carried (5-0).***

**5. OLD BUSINESS:**

None

6. **NEW BUSINESS:**

**Auditor Engagement Letter for 2019 Audit**

Discussion

**Motion** Nothem, Motion to approve the audit engagement letter from ACM for the 2019 audit, 2<sup>nd</sup> Esquivel. **Roll Call Vote** Trustee; Nothem-Yes, Castro-Yes, Esquivel-Yes, Meisner-Yes, Albert-Yes. **Motion carried** (5-0).

**Discussion – New Legislation on Mobile Home Parks**

Brief Discussion

**Motion** Nothem, Motion to accept HB19-1309 Mobile Home Parks as is with no addition, 2<sup>nd</sup> Meisner. **Roll Call Vote** Trustee; Esquivel-Yes, Nothem-Yes, Albert-Yes, Castro-Yes, Meisner-Yes. **Motion carried** (5-0).

**Discussion – Holiday Events Scheduling**

Discussion – Holiday Lighting Contest is scheduled for the week of December 17th

**Motion** Nothem, Motion to authorize up to \$2,000.00 on the Elementary School Pizza Party and gifts and for the Holiday Lighting Contest \$100 for first place, \$75 for second place, and \$50 for third place, 2<sup>nd</sup> Albert. **Roll Call Vote** Trustee; Castro-Yes, Meisner-Yes, Nothem-Yes, Esquivel-Yes, Albert-Yes. **Motion carried** (5-0).

**Discussion – Brush Clean-up**

Brief Discussion

**Motion** Meisner, Motion to approve the dates for dropping off the brush and limbs for the two weekends, third weekend in October and the first weekend in November, October 18<sup>th</sup> and 19<sup>th</sup> and November 1<sup>st</sup> and 2<sup>nd</sup> from 8:00 AM to 3:00 PM. 2<sup>nd</sup> Castro. All voted Aye. **Motion carried** (5-0).

7. **REPORTS:**

**Town Administrator**

Written Report

Town Administrator Lorentzen reported that he attended the Ground Water Technical Committee meeting on Friday, September 30, 2019.

Town Administrator Lorentzen asked if any Board members would like to attend the Town and County Dinner on October 30, 2019. Mayor Nelson responded that he would go and Town Administrator Lorentzen stated he would go.

There was discussion about possible sites for the Town Hall after Trustee Meisner asked about the Town Hall Expansion Study.

### **Board of Trustees**

Trustee Nothem reported that the Beautification Committee met in September. There were only three people who attended.

Trustee Castro asked about the weeds at the solar garden. Town Administrator Lorentzen stated that they now have someone scheduled to cut the weeds by October 12, 2019.

### **8. EXECUTIVE SESSION:**

**Motion** Castro, Moved that the Board of Trustees hold an executive session, to discuss personnel matters pursuant C.R.S. § 24-6-402(4)(f). "The personnel matter is a six-month evaluation for the Town Administrator, Larry Lorentzen. Larry has not requested this be done in an open meeting." 2<sup>nd</sup> Meisner. **Roll Call Vote.** Trustee: Castro-Yes, Nothem-Yes, Albert-Yes, Meisner-Yes, Esquivel-Yes. **Motion carried** (5-0).

The regular business meeting was recessed at 7:36 P.M.

The regular business meeting was reconvened at 8:07 P.M.

### **9. ADJOURNMENT:**

**Motion** Albert, Motion to adjourn at 8:07 P.M., 2<sup>nd</sup> Esquivel. All voted Aye. **Motion carried** (5-0).

Mayor Nelson adjourned the meeting at 8:07 P.M.

TOWN OF GILCREST



  
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Jeff Nelson, Mayor

ATTEST:

  
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Gail Odenbaugh, Town Clerk