

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
March 3, 2020
7:00 P.M.**

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

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

2. APPROVAL OF THE REGULAR AGENDA:

*Motion Nothem, Motion to approve the agenda as written. 2nd Castro. 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).

Lupe Chacon, 1200 Birch Street, Gilcrest, CO 80623 – Drainage Issue in front of his house

4. CONSENT AGENDA:

- a. Approval of Minutes for February 18, 2020
- b. Approval of Bills
- c. Weld County Referrals
 - LAP20-0002 – 24” Gas line from new meter site to Latham Plant south of WCR 38 between WCR 33 & WCR 35

*Motion Castro, Motion to approve the consent agenda, 2nd Nothem. Roll Call Vote
Trustee: Esquivel-Yes, Meisner-Yes, Nothem-Yes, Albert-Yes, Castro-Yes. Motion carried
(5-0).*

5. OLD BUSINESS:

None

6. **NEW BUSINESS:**

Resolution 2020-05 Adopting Data Breach Policy

Discussion

Motion Nothem, Motion to adopt Resolution 2020-05 Adopting a Written Data Disposal, Safety and Breach Policy, 2nd Albert. All voted Aye. **Motion carried** (5-0).

Public Works Purchases

i. Restroom Doors

Discussion

Motion Nothem, Motion to approve the purchase of six doors from Brothers Door Supply in the amount of \$5,549.00, 2nd Esquivel. **Roll Call Vote** Trustee: Esquivel-Yes, Nothem-Yes, Albert-Yes, Castro-Yes, Meisner-Yes. **Motion carried** (5-0).

ii. Tractor

Discussion

Motion Albert, Motion to approve the purchase of John Deere 5075M from 4Rivers Equipment in the amount of \$73,253.46. 2nd Castro. **Roll Call Vote** Trustee: Albert-Yes, Nothem-Yes, Meisner-Yes, Castro-Yes, Esquivel-Yes, **Motion carried** (5-0).

Rise Broadband Revised Quote

Discussion

Motion Albert, Motion to approve the contract with Rise Broadband to provide 10/10 Mbps internet service with an install cost of \$500.00 and recurring monthly charges of \$465.00. 2nd Esquivel. **Roll Call Vote** Trustee: Esquivel-Yes, Nothem-Yes, Castro-Yes, Meisner-Yes, Albert-Yes. **Motion carried** (5-0).

Discussion – Minimum Starting Wage

Discussion

Motion Nothem, Motion to approve the starting salary offered for the Public Works worker at \$17.50 per hour and Teresa (Utility Clerk) salary set at \$18.50 per hour.

Trustee Meisner suggested that the motion be amended to set the Public Works Worker salary at a higher rate.

Amended Motion Nothem, Motion to approve the starting salary offered for the Public Works worker at \$18.00 per hour and Teresa (Utility Clerk) salary set at \$18.50 per hour. 2nd Castro. **Roll Call Vote** Trustee; Nothem-Yes, Castro-Yes, Esquivel-Yes, Meisner-Yes, Albert-Yes. **Motion carried** (5-0).

7. **REPORTS:**

Town Administrator

Written Report

Town Administrator Lorentzen reported that he met with Don Sandoval, Weld County CDBG Manager. Don explained that Weld County received Community Development Block Grant (CDBG) funds of approximately \$960,200 in 2021. All municipalities must let HUD know of its intent to participate or not participate in Weld County's Urban County designation. Those participating may apply for funds through the county CDBG program for eligible activities and will not be eligible to apply for state CDBG funds.

Town Administrator Lorentzen reported that he will be attending an Upper Front Range Transportation meeting Thursday, March 5, 2020.

Board of Trustees

Trustee Meisner suggested that the police department issue tickets on the snow route if there is another snowstorm.

Trustee Meisner asked if Code Enforcement addressed the fence issue on 313 12th Street. Town Administrator Lorentzen reported that he did issue a notice.

Trustee Castro asked when the school will replace the blue trash cans with the new trash cans purchased last year. Town Administrator Lorentzen stated he would reach out to the school.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

Motion Castro, *Motion to adjourn the meeting, 2nd Esquivel. All voted Aye. Motion carried (5-0).*

Mayor Nelson adjourned the meeting at 7:57 P.M.

TOWN OF GILCREST



ATTEST:


Gail Odenbaugh, Town Clerk


Jeff Nelson, Mayor