

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
February 7, 2017
Regular Meeting 7:00 P.M.**

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

- A. Pledge of Allegiance by Trustee Meisner
- B. Roll Call: Mayor Pro-tem Nothem, Trustees; Giardino, Castro, Tapia, Meisner
- C. Town Staff Present: Trudy Peterson, Town Administrator, Town Clerk/Treasurer Odenbaugh, Robert Meisner, Public Works Foreman, Corey Hoffmann, Town Attorney

2. APPROVAL OF THE REGULAR AGENDA:

Motion Meisner, Motion to approve the regular agenda as presented, 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. PUBLIC HEARING:

None

5. OLD BUSINESS:

Second Reading of Ordinance 2017-01 Amending Chapters 15, 16 and 17 of the Gilcrest Municipal Code Concerning Development and Redevelopment within the Town of Gilcrest

Motion Giardino, Motion to approve second reading of Ordinance 2017-01. 2nd Tapia. All voted Aye. Motion carried (5-0).

6. **NEW BUSINESS:**

Rescheduling of July 4th Regular Meeting

***Motion** Giardino, Motion to cancel the July 4, 2017 meeting and reschedule it for Tuesday, July 11, 2017. 2nd Tapia. All voted Aye. **Motion carried** (5-0).*

Legal Publication Newspaper

Discussion

***Motion** Giardino, Motion to change the publication to The Greeley Tribune in lieu of the North Weld Herald. 2nd Tapia. All voted Aye. **Motion carried** (5-0).*

Weld County Regional Communications User Agreement

***Motion** Castro, Motion to accept the Weld County Regional Communications User Agreement and authorize the Mayor to sign. 2nd Giardino. **Roll Call Vote.** Trustee; Castro-Yes, Nothem-Yes, Tapia-Yes, Giardino-Yes, Meisner-Yes. **Motion carried** (5-0).*

Weld County Juvenile Assessment Center Service Agreement

Brief Discussion

***Motion** Castro, Motion to accept the Weld County Juvenile Assessment Center Service Agreement and authorize the Mayor to sign. 2nd Tapia. **Roll Call Vote.** Trustee; Giardino-Yes, Meisner-Yes, Nothem-Yes, Castro-Yes, Tapia-Yes. **Motion carried** (5-0).*

Resolution 2017-02 Approving the Application for the Conversion of a Temporary Use Permit to an Annually Renewable Water Contract for Two (2) Units of CBT Project Water

Brief Discussion

***Motion** Giardino, Motion to approve Resolution 2017-02 and authorize the Mayor to sign the required documents regarding the CBT additional water units. 2nd Castro. **Roll Call Vote.** Trustee; Nothem-Yes, Giardino-Yes, Meisner-Yes, Tapia-Yes, Castro-Yes. **Motion carried** (5-0).*

Authorization to Purchase Tires for the Grader and Backhoe

Brief Discussion

***Motion** Castro, Motion to authorize the purchase of new tires for the grader and the backhoe in the amount of \$4,526.54. 2nd Tapia. **Roll Call Vote.** Trustee; Meisner-Yes, Tapia-Yes, Giardino-Yes, Castro-Yes, Nothem-Yes. **Motion carried** (5-0).*

Authorization for Public Works to Expend Budgeted Funds

Brief Discussion

Motion Castro, Motion to authorize public works to expend budgeted funds for street signs, road base, dust control, and sewer line jetting. 2nd Tapia. **Roll Call Vote.** Trustee; Tapia-Yes, Castro-Yes, Giardino-Yes, Meisner-Yes, Nothem-Yes. **Motion carried (5-0).**

Code Change Discussion

Discussion

IWS Change Order Request #6 – WWTP Project

Discussion

Motion Giardino, Motion to deny change order request #6. 2nd Castro. All voted Aye. **Motion carried (5-0).**

IWS Change Order Request #7 – WWTP Project

Discussion

Motion Giardino, Motion to approve change order request #7 amending the dates to reflect calendar days, not working days. 2nd Tapia. **Roll Call Vote.** Trustee; Giardino-Yes, Meisner-Yes, Nothem-Yes, Castro-Yes, Tapia-Yes. **Motion carried (5-0).**

IWS Change Order Request #8 – WWTP Project

Discussion

Motion Giardino, Motion to approve change order request #8 amending the date to reflect calendar days, not working days. 2nd Tapia. **Roll Call Vote.** Trustee; Nothem-Yes, Giardino-Yes, Meisner-Yes, Tapia-Yes, Castro-Yes. **Motion carried (5-0).**

Weld County Referral – Case Number RECX7-0013 – 17491 WCR 46

Weld County Referral – Case Number USR17-0003 – 17491 WCR 46

Brief Discussion

Motion Castro, Motion to check the box on the Weld County referral “We have reviewed the request and find no conflict with our interests” for case # RECX7-0013, 17491 WCR 46 and # USR17-0003, 17491 WCR 46. 2nd Tapia. All voted Aye. **Motion carried (5-0).**

7. **REPORTS:**

Code Enforcement

Written Report – The Board is concerned about parking.

Public Works

None

Town Administrator

Written Report

Town Administrator Peterson also reported that the Town of Gilcrest received a notice in regards to the sewer backup on Starbird Avenue and 4th Street. The home owner's insurance company is going after the boring company for payment of the damages to the home. We were served as an observer.

The CML Policy Committee meeting is Friday, February 10, 2017. Mayor Nelson or Town Administrator Peterson will not be able to attend.

The Town of Gilcrest received a referral for a comprehensive plan update for the Town of Platteville today, February 7, 2017.

Town Administrator Peterson passed out a memo from Corey Hoffmann, Town Attorney regarding Trustee Hunter failure to appear at the board meetings. Corey Hoffmann, Town Attorney explained the process if Trustee Hunter decides not to resign. Trustee Hunter has indicated that he intends to resign.

Town Administrator Peterson met with representatives of the school district in regards to the improvements under the bond issue.

Board of Trustees

Trustee Tapia reported that the traffic on Elm Street is picking up.

Trustee Castro questioned Town Attorney, Corey Hoffmann about coverage of employees using personal vehicles. She also stated that she is very interested in working or partnering with the school district.

Trustee Nothem asked about a current calendar in the board room.

8. **APPROVAL OF MEETING MINUTES:**

Motion Castro, *Motion to approve the meeting minutes of January 17, 2017 with correction (Regular Meeting).* 2nd Nothem. All voted Aye. ***Motion carried*** (5-0).

9. APPROVAL OF BILLS:

Motion Meisner, Motion to approve the bills in the amount of \$32,097.26, 2nd Nothem, Roll Call Vote. Trustee; Nothem-Yes, Giardino-Yes, Tapia-Yes, Meisner-Yes, Castro-Yes. Motion carried (5-0).

10. EXECUTIVE SESSION:

None

11. ADJOURNMENT:

Motion Giardino, Motion to adjourn at 8:24 P.M., 2nd Tapia. All voted Aye. Motion carried (5-0).

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

TOWN OF GILCREST





Jeff Nelson, Mayor

ATTEST:



Gail Odenbaugh, Town Clerk