

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
December 1, 2020
7:00 P.M.**

***Due to Covid-19, remote participation was allowed per the Remote Meeting Policy.
This meeting was recorded using Zoom meeting.***

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

- A. Pledge of Allegiance
- B. Roll Call - Present: Mayor Nelson, Trustees; Tapia, Castro, Nothem, Albert, Meisner
Roll Call – Remote: Trustees; Esquivel
- C. Town Staff Present: Larry Lorentzen, Town Administrator, Gail Odenbaugh, Town Clerk/Treasurer
- D. Absent: None

2. APPROVAL OF THE REGULAR AGENDA:

Motion Nothem, Motion to approve the regular agenda as written. 2nd Tapia. Roll Call Vote Trustee: Nothem-Yes, Castro-Yes, Tapia-Yes, Meisner-Yes, Esquivel-Yes, Albert-Yes. Motion carried (6-0).

**3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:
*(Speakers limited to three (3) minutes).***

None

4. CONSENT AGENDA:

- a. Board of Trustee Minutes for November 17, 2020
- b. Bills for Approval

Motion Nothem, Motion to approve the consent agenda, 2nd Tapia. Roll Call Vote Trustee: Tapia-Yes, Esquivel-Yes, Meisner-Yes, Nothem-Yes, Albert-Yes, Castro-Yes. Motion carried (6-0).

5. **OLD BUSINESS:**

Appreciation for Members Leaving Board

Mayor Jeff Nelson and Trustee Laura Meisner were term limited. They were presented a gift of appreciation for their long-term service.

6. **NEW BUSINESS:**

Oath of Office for Elected Mayor and Trustees

Town Clerk/Treasurer Odenbaugh swore in Tyson Chavez, Mayor, Laura Fulton, Trustee and Tommy Lester, Trustee and they took their seats.

Appointment of Mayor Pro-Tem

Discussion

Motion Castro, *Motion to approve appoint Trustee Steve Nothem as Mayor Pro-tem. 2nd Tapia. **Roll Call Vote** Trustee: Fulton-Yes, Castro-Yes, Lester-Yes, Nothem-Abstain, Tapia-Yes, Esquivel-Yes. **Motion carried** (5-Yes, 1- Abstention).*

Public Hearing on the Proposed Budget for the 2021 Fiscal Year

Mayor Chavez recessed the Regular Board meeting and entered into the Public Hearing on the Proposed Budget for the 2021 Fiscal Year at 7:13 P.M.

Town Administrator Lorentzen briefly explained the components of the proposed budget.

No public testimony.

Mayor Chavez closed the Public Hearing and reconvened the Regular Board Meeting at 7:20 P.M.

Resolution 2020-12 Adopting a Budget for the Calendar Year Beginning January 1, 2021

Brief Discussion

Motion Nothem, *Motion to table Adopting the Budget and Resolution 2020-12 until December 15, 2020. 2nd Tapia. **Roll Call Vote** Trustee: Esquivel-Yes, Tapia-Yes, Nothem-Yes, Lester-Yes, Castro-Yes, Fulton-Yes. **Motion carried** (6-0).*

Resolution 2020-13 Appropriating Sums of Money to Various Funds for the 2021 Budget Year

Brief Discussion

Motion Nothem, *Motion to table Resolution 2020-13 Appropriating Sums of Money for the 2021 Budget Year until December 15, 2020. 2nd Castro. **Roll Call Vote** Trustee: Nothem-Yes, Esquivel-Yes, Castro-Yes, Tapia-Yes, Fulton-Yes, Lester-Yes. **Motion carried** (6-0).*

Resolution 2020-14 Setting the Mill Levy for the 2021 Budget Year

Brief Discussion

Motion Nothem, *Motion to table Resolution 2020-14 Setting the Mill Levy for the 2021 Budget Year until December 15, 2020.* 2nd Tapia. **Roll Call Vote** Trustee: Castro-Yes, Lester-Yes, Esquivel-Yes, Tapia-Yes, Nothem-Yes, Fulton-Yes. **Motion carried** (6-0).

Discussion – Closure of Portions of Town Parks During COVID Health Orders

Discussion – Consensus of the Board is to open the Town parks with a notice posted that the playground equipment can be used at the user's own risk.

Discussion – E911 Surcharge

Discussion

Discussion – Town Hall Staff Telework under Weld County Red Status

Discussion – Tabled until December 15, 2020 meeting.

Discussion – Town Staff Job Descriptions

Discussion

7. REPORTS:

Town Administrator

Written Report

Town Administrator Lorentzen congratulated the new Board members. He also stated that he will schedule a work session for December 8, 2020 and add a CIRSA liability training prior to the 2021 Budget.

Board of Trustees

Trustee Nothem reminded the Board about the Holiday Decorating Contest judging.

Trustee Lester appreciated Trustee Castro asking for another work session on December 8, 2020.

Trustee Tapia welcomed the new Board members and reminded them that the Board of Trustees represent the residents of the Town.

Trustee Castro welcomed the new Board members and suggested possibly getting more park equipment.

Trustee Esquivel welcomed the new Board members.

Trustee Esquivel left the meeting at 8:09 P.M.

Mayor Chavez asked that during the Board meetings that respect be shown towards each other.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

Motion Castro, *Motion to adjourn the meeting at 8:11 P.M., 2nd Tapia. Roll Call Vote Trustee; Tapia-Yes, Fulton-Yes, Castro-Yes, Lester-Yes, Nothem-Yes. Motion carried (5-0).*

Mayor Chavez adjourned the meeting at 8:11 P.M.

TOWN OF GILCREST





Tyson Chavez, Mayor

ATTEST:



Gail Odenbaugh, Town Clerk