

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
January 19, 2021
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 Chavez, Trustees; Esquivel, Tapia, Castro, Nothem, Lester, Fulton
Roll Call – Remote: None
- C. Town Staff Present: Larry Lorentzen, Town Administrator, Gail Odenbaugh, Town Clerk/Treasurer
Town Staff Remote: Robert Meisner, Public Works Foreman
- D. Absent: None

2. APPROVAL OF THE REGULAR AGENDA:

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

3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

(Speakers limited to three (3) minutes).

Erik Grissom, 504 12th Street, Gilcrest, CO 80623 – Ask the Board to consider revising the RV Ordinance.

Trustee Tapia asked the Board to review the RV Ordinance at the next meeting. Some concerns are the front setbacks and the safety due to the lack of vision. One suggestion was to implement a permit or permit sticker.

Trustee Fulton was concerned about the lot lines on her properties.

Mayor Chavez would like to add to the agenda discussion about using a PO system for the maintenance accounts.

4. **POLICE DEPARTMENT QUARTERLY REPORT:**

Sergeant Pablo Vazquez was present via Zoom. He reviewed the report and was available for questions.

5. **CONSENT AGENDA:**

- a. Board of Trustee Minutes for January 5, 2021
- b. Bills for Approval
- c. Weld County Referral - #SPR21-0001, Dans Garage Intersection of WCR 35 and WCR 46

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

5. **OLD BUSINESS:**

None

6. **NEW BUSINESS:**

Ordinance 2021-01 Setting Trash Collection Fees by Resolution – 1st Reading

Discussion

Motion Nothem, ***Motion to approve Ordinance 2021-01 Setting Trash Collection Fees by Resolution on First Reading. 2nd Tapia. Roll Call Vote Trustee: Esquivel-Yes, Tapia-Yes, Castro-Yes, Nothem-Yes, Lester-Yes, Fulton-Yes. Motion carried (6-0).***

Auditor Engagement Letter for 2020 Audit

Discussion

Motion Castro, ***Motion to approve the audit engagement letter for the 2020 audit with BDO. 2nd Tapia. Roll Call Vote Trustee: Lester-Yes, Nothem-Yes, Tapia-Yes, Fulton-Yes, Esquivel-Yes, Castro-Yes. Motion carried (6-0).***

Discussion – Biennial Citizen Survey

Discussion – Consensus of the Board was to use the survey that is in the Board packet and send in it in the March 2021 monthly billing.

7. **REPORTS:**

Code Enforcement Report

Written Report

Town Administrator

Written Report

Board of Trustees

Trustee Castro asked if Code Enforcement was scheduled to meet with the new Board members. Town Administrator Lorentzen stated that he is schedule for the next Board meeting. She also asked the Board to have a discussion on ways to deal with code enforcement repeat offenders. Consensus was to discuss this after meeting with the Code Enforcement Officer. Mayor Chavez requested that Town Administrator Lorentzen get detailed information of what the Code Enforcement Officer does and where he goes throughout the days that he is working and would like Town Administrator Lorentzen to document the times when he checks in and checks out.

Trustee Tapia shared that the dugout artwork has been completed and that the building on 503 Elm Street has been torn down. Town Administrator Lorentzen stated that the property is zoned R-3 and is for sale.

Trustee Esquivel stated that she represents the Town at the Weld Food Bank when it is in Town on the second Thursday of every month and asked if any of the Board members would like to help if she was unavailable. Trustee Fulton stated she would help. Mayor Chavez asked if there is a possibility of moving the line of cars into the parking lot of the Administration Building of the School. He is concerned about the safety of the people.

Trustee Nothem suggested that the Board recognizes the good that people do and asked them to come up with ways to promote something positive within the Town.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

Motion Esquivel, ***Motion to adjourn the meeting at 9:05 P.M. on January 19, 2021, 2nd Tapia. Roll Call Vote*** Trustee; Esquivel-Yes, Tapia-Yes, Fulton-Yes, Castro-Yes, Lester-Yes, Nothem-Yes. ***Motion carried*** (6-0).

Mayor Chavez adjourned the meeting at 9:05 P.M on January 19, 2021.

TOWN OF GILCREST



Tyson Chavez, Mayor

ATTEST:

Gail Odenbaugh, Town Clerk