

**Meeting Minutes of  
The Board of Trustees,  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
March 16, 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: 7:05 P.M.**

- A. Pledge of Allegiance
- B. Roll Call - Present: Mayor Chavez, Trustees; Esquivel, Tapia, Nothem, Lester,  
Roll Call – Remote None
- C. Town Staff Present: Larry Lorentzen, Town Administrator/Acting Clerk,
- D. Town Staff Remote: Robert Meisner, Public Works Foreman
- E. Absent: Trustees; Castro, Fulton

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

***Motion Nothem, Motion to approve the regular agenda adding New Business 6.c.  
Discussion on street snow removal. 2<sup>nd</sup> Tapia.***

***Roll Call Vote Trustee: Lester-Yes, Tapia-Yes, Esquivel-Yes, Nothem-Yes.***

***Motion carried (4-0).***

**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 March 2, 2021
- b. Bills for Approval

***Motion Nothem, Motion to approve the consent agenda with the correction showing the  
approval of the February 2, 2021 minutes, 2<sup>nd</sup> Lester.***

***Roll Call Vote Trustee: Esquivel-Yes, Nothem-Yes, Lester-Yes.***

***Motion carried (4-0).***

5. **OLD BUSINESS:**

a. **Ordinance 2021-02 Amending Code Regarding Parking of Recreational Vehicles**

Discussion – Administrator Lorentzen stated there had been no changes made to the language of the ordinance since first reading.

Trustee Lester asked whether the ordinance included a restriction on the number of recreational vehicles on a single residential property. Administrator Lorentzen answered the Ordinance had no restriction on numbers, but there were restrictions elsewhere in the code limiting total number of vehicles on a lot to five.

**Motion** Nothem, *Motion to adopt Ordinance 2021-02.* 2<sup>nd</sup> Tapia.

**Roll Call Vote** Trustee: Esquivel- No, Lester-Yes, Nothem-Yes, Tapia – Yes,  
**Motion carried** (3-1).

6. **NEW BUSINESS:**

a. **Liquor License Renewal – Gilcrest Liquor**

Discussion – Administrator Lorentzen declared the fees had been submitted, the paperwork was in order, and fire & police department inspections performed satisfactorily.

**Motion** Esquivel, *Motion to approve the Liquor License Renewal for Gilcrest Liquor.* 2<sup>nd</sup> Tapia.

**Roll Call Vote** Trustee: Esquivel-Yes, Tapia - Yes, Nothem-Yes, Lester-Yes.  
**Motion carried** (4-0).

b. **Discussion – Beautification Committee Membership**

**Motion** Nothem, *Motion to Table until the next meeting so Trustee Castro could be part of the discussion* 2<sup>nd</sup> Esquivel.

**Roll Call Vote** Trustee: Tapia -Yes, Nothem-Yes, Lester-Yes, Esquivel-Yes,  
**Motion carried** (4-0).

c. **Discussion – Snow Plowing of Streets**

Mayor Chavez explained he had asked for the discussion item because of comments on a community facebook page. He asked whether there was the possibility of plowing differently in those locations where vehicles were parked on only one side of the street. Public Works Supervisor Meisner explained the snow plowing process.

Board members expressed their appreciation for the job public works has accomplished with the unusually large storm over the weekend.

Mayor Chavez stated his appreciation for Sturgeon Electric in helping get power back on in town.

7. **REPORTS:**

**Town Administrator Written Report**

Administrator Lorentzen updated the Board on the interview process of candidates for the Clerk - Treasure position resulting in the hiring of Pennie Cole to the position. She will start work on March 22<sup>nd</sup>.

**Board of Trustees**

Trustee Tapia stated the concrete, dirt piles and rubble needed to be cleaned up on the Chacon parcel where the house had been torn down in alley behind 8<sup>th</sup> Street.

Trustee Lester asked for clarification on the makeup of the Beautification Committee. It was explained the committee in the past had consisted of two Board members and one citizen.

Trustee Esquivel stated a resident would like to see dog waste bag dispensers and signs noting requirement to clean up after dogs at town parks. She offered to help in with supplying bags and dispensers. Administrator Lorentzen stated staff would work to get dog waste bag dispensers and signs up at the parks this Spring.

Trustee Esquivel mentioned she would like the Beautification Committee consider getting more benches a the parks near the playground areas.

Mayor Chavez let the Board know someone was sending out emails which purported to be from him but were not. They were from an address which was not a Town of Gilcrest address which are all @townofgilcrest.org.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

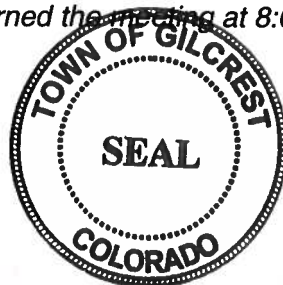
**Motion** Esquivel, *Motion to adjourn the meeting, 2<sup>nd</sup> Tapia.*

**Roll Call Vote** Trustee; Esquivel-Yes, Tapia-Yes, Lester-Yes, Nothem-Yes.

**Motion carried** (4-0).

*Mayor Chavez adjourned the meeting at 8:03 P.M. on March 16, 2021.*

TOWN OF GILCREST



ATTEST:

  
\_\_\_\_\_  
Tyson Chavez, Mayor

  
Larry Lorentzen, Acting Town Clerk