

**Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
October 5, 2021
7:00 P.M.**

1. CALL TO ORDER: 7:06 P.M.

- a. Pledge of Allegiance:
- b. Roll Call – Mayor Chavez, Mayor Pro -Tem Nothem, Trustees: Castro, Lester, Fulton
Absent: Trustees: Esquivel, Tapia
- c. Town Staff Present: Larry Lorentzen, Town Administrator, Bob Meisner, Public Works
Supervisor, Brenda Joseph, Town Clerk/Treasurer

2. APPROVAL OF THE REGULAR AGENDA:

**Motion – Trustee Lester, Motion to approve the Regular Agenda. 2nd – Trustee Nothem All
voted Aye. Motion carried (4-0).**

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

None

4. CONSENT AGENDA:

- a. Board of Trustee Minutes for September 21, 2021
- b. Bills for Approval
- c. Weld County Planning Referral
 - i. ZPAG21-0022 – Landscape Business/Contractor Shop –1880 WCR 33

**Motion – Trustee Nothem, Motion to approve the Consent Agenda. 2nd – Trustee Fulton All
voted Aye. Motion carried (4-0).**

5. OLD BUSINESS

- a. Fall Cleanup Day

Administrator Lorentzen reported everything is scheduled for Saturday, October 23, 2021, and
Sunday, October 24, 2021. On both days, the time the gates will be open, at the drop site, will be
from 9:00 A.M. to 3:00 P.M. This information has all been included in the monthly newsletter
which has already been mailed out. PDC Energy Inc. does have employees that have
volunteered to help.

Mayor Chavez stated he and the Board would like to thank PDC Energy Inc. for their help.

6. NEW BUSINESS:

a. Presentation of Draft 2022 Budget

Administrator Lorentzen explained that there are still a few things that need to be done but everything in the Budget has been updated with a 5% cost of living increase. He has been working with the Public Works Supervisor, Meisner, regarding the Capital Projects. They do have the pricing for the speed bumps to include in the Budget.

Motion – Trustee Castro, Motion to accept the draft of the 2022 Budget. **2nd – Trustee Nothem** All voted Aye. **Motion carried (4-0).**

b. Setting Dates for Work Sessions and Public Hearing for 2022 Budget

After discussion, The Board of Trustees determined they will begin work sessions regarding the 2022 Budget on Tuesday, October 19, 2021. The second work session will be Tuesday, November 2, 2021. Both work sessions will be from 6:00 P.M. to 7:00 P.M. The Public Hearing is tentatively planned for Tuesday, November 16, 2021, at 7:00 P.M.

c. 2021-04 Ordinance - Amending Municipal Code Regarding Truck Routes – 1st Reading

Administrator Lorentzen explained that the owners of the property and business, Nelson Contracting Services, an oil field and service company, have started the process for a Conditional Use and Site Plan approval for Storage on 20% of the property for parking semi-trucks and equipment. In reviewing the proposal CDOT, Colorado Department of Transportation, noted a concern with the stacking depth in the North bound lane of HWY 85 when making a left turn on to WCR 40 and are asking for a traffic study and possible improvements to the HWY 85 and WCR 40 intersection. Mr. Nelson informed CDOT that this is not a movement they would make due to Nelson's Trucks go up to LaSalle to fuel at LaSalle Oil Company and then come back to park for the night from the North making a right hand turn on WCR 42 and then go South on WCR 29. Only Southbound trucks leaving the property would utilize WCR 40 and turn right onto HWY 85. Provided the Town will make the route plan a condition of any approval of the project, CDOT will not require the study or improvements. Administrator Lorentzen pointed out concern for the Town is that Northbound on WCR 29 from 4th Street to 10th Street is not a truck route. He stated Nelson Contracting Services are already in the process of working with the Town Planner regarding a Conditional use for outdoor storage.

Discussion took place.

Motion – Trustee Nothem, Motion to adopt 2021-04 Ordinance - Amending Article 4, Chapter 8 of the Municipal Code Regarding Truck Routes – 1st Reading. **2nd – Trustee Lester**. All voted Aye. **Motion carried (4-0).**

a. Town/County Meeting Invite

Administrator Lorentzen presented to the Board an invite received by the Town from the Weld County Commissioners to attend the annual "Town and County Dinner", on Thursday, October 28, 2021.

Mayor Chavez and Trustee Lester both said they would attend.

7. **REPORTS:**

a. Town Administrator Report

Administrator Lorentzen reported that he has been working on the draft of the 2022 Budget along with multiple phone conversations pertaining to properties that are for sale in Town regarding Planning and Zoning Codes.

b. Board of Trustees

Trustee Lester reported that the meeting with the Weld County RE:1 School District went well. The Town, School Resource Officer, and the school will work together to ensure public safety near the School to include speed bumps and widening the school cross walk.

Trustee Castro brought to the Boards attention that the Town has agreed to buy pizza for the Gilcrest Elementary School students and school staff this year like past years for Christmas. The Town Staff will contact the school to confirm the arrangements including if meals are being served at the school this year or if the Town will need to do the same thing as last year due to Covid by providing gift bags with gift cards towards pizza.

Mayor Chavez pointed out that Ordinance 2021-03 Amending Code Regarding Idling of Semi-Trucks and Refrigeration Trailers – Second Reading goes into effect on Sunday, October 24, 2021. The signs have been ordered to post on WCR 42.

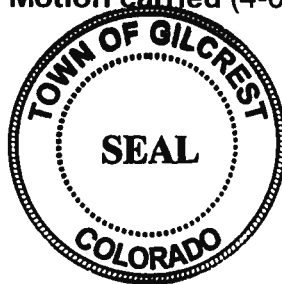
8. **EXECUTIVE SESSION:** -

None

9. **ADJOURNMENT:**

Motion – Trustee Castro, Motion to adjourn the meeting at 8:17 P.M. on October 5, 2021, 2nd – Trustee Fulton. All voted Aye. Motion carried (4-0).

TOWN OF GILCREST





Tyson Chavez, Mayor

ATTEST:



Brenda Joseph, Town Clerk