

**Regular Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
October 3, 2022, 7:00 P.M.**

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

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

2. APPROVAL OF THE REGULAR AGENDA:

Motion – Trustee Castro, Motion to approve the Regular Agenda 2nd – Trustee Tapia. All voted Aye. Motion carried (5-0).

Trustee Esquivel was not present for roll call, but she arrived at 7:01 pm and was present to vote on the Approval of The Regular Agenda.

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

None

4. CONSENT AGENDA:

- a. Board of Trustee Minutes for September 19, 2022
- b. Bills for Approval

Motion – Trustee Nothem, Motion to approve the Consent Agenda, 2nd – Trustee Tapia. All voted Aye. Motion carried (5-0).

5. OLD BUSINESS:

- a. IGA with Platteville - Gilcrest Fire District - Impact Fees

Town Administrator Lorentzen reported the Platteville-Gilcrest Fire Chief Durkee could not attend this meeting but has agreed to be at the October 17, 2022 meeting.

Motion – Trustee Nothem, Motion to continue the IGA with Platteville - Gilcrest Fire District - Impact Fees to the next Board meeting, October 17, 2022, 2nd – Trustee Tapia. All voted Aye. Motion carried (5-0).

- b. Prairie Dog Control Contract

Town Administrator Lorentzen pointed out that the Town has been contracting with Hired Gun the last several years for prairie dog control at the detention pond site. The season runs from November 1 through March 15th when it is allowed to treat burrows with bait. At the meeting of September 19, 2022, the Board requested Staff look into the option of having the prairie dogs trapped and relocated vs. baiting.

He explained that it turns out the organizations which were offering to re-locate dogs have run out of places to relocate them to. A couple of organizations mentioned there was a place in Pueblo still taking dogs, but the cost to transport them there was generally expensive.

In addition, Town Administrator Lorentzen reported that Smith Environmental out of Dacono agreed to take a look and give the Town a quote on relocation. Their biologist looked at the site and stated that there was no fresh sign of activity around any of the existing burrows. Sparrow's and Chacon's properties to the north and east of the detention pond, on the other hand, have become fairly well infested. He has requested the code enforcement officer get abatement notices issued on these properties.

Motion – Trustee Esquivel, Motion to forego the Prairie Dog Control Contract on the detention pond area this year, 2nd – Trustee Tapia. All voted Aye. Motion carried (5-0).

c. Discussion - Allowed Uses in Light Industrial Zoning District

Town Administrator Lorentzen explained that he has been getting numerous questions about uses in the light industrial zone, particularly regarding the ZC Livestock Property which is being advertised for sale. This property was approved as a conditional use for White Mountain, an oil service business with outdoor storage. The parcel is west of the Baker Properties on West 4th Street. Most of the questions revolve around enclosed mini storage and mechanics shops. The Towns Zoning Code as written allows Automobile and truck service & repair establishments as a use by right in I-2 Heavy Industrial & C-2 Heavy Commercial but does not allow it at all in I-1 Light Industrial. He referred the Board to the Town's zoning definitions for Light and Heavy Industrial Zones which was included in the Board packet. He also recommended that he and Town Planner, McCool set up a meeting for them both to look at the Table of Allowed, Disallowed and Conditional Uses in the commercial and industrial districts and see if some modifications can be made to allow for more potential businesses to locate in the Town.

Motion – Trustee Nothem, Motion to table the Discussion- Allowed Uses in Light Industrial Zoning District until the October 17, 2022, Regular Board Meeting, 2nd – Trustee Fulton. All voted Aye. Motion carried (5-0).

6. NEW BUSINESS:

a. Manuel Agripino – 815 Starbird Avenue

Manny Agripino pointed out that he was at the meeting tonight to address the Board on a couple of things. First, he explained that he was there to request that the cement culverts by his property be removed by the Town. Second, he stated that he would like to address the letter of apology that was addressed to him, Mayor Chavez, and the Board of Trustees from Town Administrator Lorentzen. He asked if the Board has seen the content of what the letter was pertaining to which was a e-mail that was sent to the Town Prosecuting Attorney from Town Administrator Lorentzen. The Board acknowledged that yes, they had seen the content. Mr. Agripino explained that it is his understanding that the recording of this conversation he is having with the Board tonight will be sent to Town Attorney Hoffman for review which is one of the reasons he is presenting to the Board tonight. He wants it on record and he wants the Town Attorney to review it.

Also, he further explained that he wanted to address several items from the August 15, 2022 Board meeting where he stated there were comments made about him and whether he had any smoking guns or whatever. He proceeded to play the recording from the August 15, 2022 Board Meeting and pointed out to the Board that at one hour and three seconds into the meeting he believes he was not accused of committing a crime but it was a statement of fact that he committed a crime. He explained he believes Trustee Lester stated as a fact that Manny Agripino had sent Trustee Castro an illegal text message or a threatening text message and that is a felony when anyone sends a public official a threatening text message.

In addition, Manny Agripino pointed out that there was an issue about him having proper items for his certificate of occupancy. He believes Town Administrator Lorentzen had Building Permit Tech Kahler alter the building permit application

Manny Agripino concluded by stating he believes he has been discriminated against and that he does not appreciate a Trustee in a public open meeting violate his civil rights by saying that he committed a crime against a Trustee when that is not true. He stated that he believes there is enough cause to dismiss Town Administrator Lorentzen. He also asked if anyone has any questions for him.

Mayor Chavez said there are no questions. He also asked if the Town has all the information that Mr. Agripino wants to be reviewed. Manny Agripino stated that the Town already has all the information.

b. 2023 Draft Budget

Town Administrator Lorentzen formally presented the first draft of the 2023 Budget to the Board.

Motion – Trustee Castro, Motion to accept the first draft of the 2023 Budget, 2nd – Trustee Tapia. All voted Aye. Motion carried (5-0).

c. Scheduling Budget Work Sessions

Motion – Trustee Esquivel, Motion to schedule the 2023 Budget Work Sessions from 6:00 pm to 7:00 pm, before the Regular Board meeting, on October 17, 2022 and November 7, 2022, 2nd – **Trustee Tapia**. All voted Aye. **Motion carried (5-0)**.

d. Discussion – Fall Cleanup

Town Administrator Lorentzen pointed out that at the last Regular Board Meeting the Board asked that discussion for fall cleanup be put on this Agenda.

After discussion, the Board requested that Town Administrator Lorentzen contact PDC Energy Inc. to see if the Town could please use the larger rolls offs this year. They also scheduled the Fall Cleanup for Saturday, November 5, 2022 and Sunday, November 6, 2022.

7. REPORTS:

Before asking for the Town Administrator's Report, Mayor Chavez opened the discussion to the Board and Staff the discuss the issues Manny Agripino, 815 Starbird Ave. presented to the Board earlier in the Board Meeting. He also requested that Public Works Supervisor Meisner provide some additional information regarding the cement culverts such as why they were placed there on that piece of Town property and how long have they been there. Public Works Supervisor Meisner explained that they were placed on that piece of Town Property years ago to keep traffic from going across at that spot to get to the dump site at the detention pond. He reported reported the Town does have "no trespassing" signs posted there. Discussion took place about ways to improve the situation such as painting the cement culverts for more visibility, putting up orange cones around the cement culverts, also posting some additional "private property - no trespassing" signs.

After discussion, Public Works Supervisor Meisner stated he will make the necessary changes tomorrow. In addition, Mayor Chavez gave Town Clerk Joseph direction to send all audio of the Board Meetings to the Town Attorney Hoffman for review that Manny Agripino attended or he and/or his address 815 Starbird discussed in a Board Meeting.

a. Town Administrator Report

Town Administrator Lorentzen reported a non-profit, Centro de la Familia, is in the process of purchasing the 2.4-acre vacant lot between 10th and 11th Street, owned by Bulk Transporters, to put in a Head Start Pre-school. They have submitted the pre-application fee but have not yet scheduled a pre-application meeting. Public and Private Schools are allowed as a Conditional Use in the R-2 Residential District. Access, street and sidewalk Improvements and scheduling of drop off and pick up times to reduce traffic conflicts with the other schools on Birch will be the biggest issues to resolve with the conditional use process. The property is adjacent to 10th Street, 11th Street and

Vine Street, so there are a lot of possibilities for access to reduce the traffic conflicts. After discussion, the Board asked Town Administrator Lorentzen to contact the Manager of Head Start to see if this program is connected to the Head Start program at the Gilcrest Elementary School or is it a separate program.

In addition, he explained that at the September 19, 2022 meeting, Trustee Castro pointed out the Town Board has in the past requested letters of interest from potential Trustee appointees and an interview process prior to voting on appointments. Staff will need direction on process and timing, so we can get notice out in the November Newsletter and website to solicit letters of interest. After a brief discussion, the Board directed Town Administrator Lorentzen include this in the Town Newsletter with a request to have the letters all turned into the Town by November 16, 2022.

Brief discussion also took place regarding the price of school lunches and setting up another recognition of PDC Energy to thank them for all they do for the Town.

b. Board of Trustees

Trustee Castro requested that the Gilcrest Elementary School Holiday party at Christmas time be on the next Board Agenda.

Trustee Tapia asked why there are so many U-hauls by the gas station. Town Administrator Lorentzen explained that he was looking into it.

Mayor Chavez explained that he would like the Holiday party for this year put on the next Board Agenda. He would like to see it scheduled for before the Holidays this year to allow the current Board of Trustees to all attend as well.

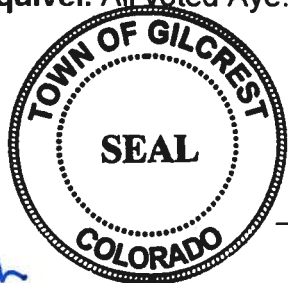
8. EXECUTIVE SESSION – if needed

9. ADJOURNMENT:

Motion – Trustee Castro, Motion to adjourn the meeting at 8:15 P.M. on October 3, 2022, 2nd – Trustee Esquivel. All voted Aye. Motion carried (5-0).

ATTEST:


Brenda Joseph, Town Clerk



TOWN OF GILCREST


Tyson Chavez, Mayor