Board of Trustees – Record of Proceedings

October 24, 2023

CALL TO ORDER
The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, October 24, 2023, at 7:00 p.m. by Mayor Nick Snively.

ROLL CALL
Present were Mayor Nick Snively, Mayor Pro Tem Linda Secrist, Trustees Loren Einspahr, Tammy Payne, Joe Belongia, and Barb McGinn. There was a quorum to do business.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Public Works Director Mike DeVol, Chief of Police Jeff Engel, Deputy Clerk Harmony Malakowski, and Attorney Corey Hoffmann.

PLEDGE OF ALLEGIANCE
Mayor Snively led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT
Denay Valdez – Town of Elizabeth Resident
Steven Freer – Town of Elizabeth Resident
Paul Schwarzkopf – Town of Elizabeth Resident
George Fick – Town of Elizabeth Resident
Angie Ternus – Town of Elizabeth Resident
Monica Cammalleri – Town of Elizabeth Resident

AGENDA CHANGES
No agenda changes from the Administration.

No agenda changes from the Board.

Agenda set.

CONSENT AGENDA
1. Minutes of the Regular Meeting of October 10, 2023

Motion by Trustee Einspahr, seconded by Trustee McGinn, to accept the Consent Agenda as presented.
The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

PRESENTATIONS

2. Wreathes Across America – Gayle Gardner

Gayle Gardner provided a presentation for the program Wreaths Across America.

NEW BUSINESS

3. Discussion and possible action regarding the Board of Trustee Appointment of Marianne Mayer Opl for a term through 11/5/2024

Motion by Trustee Payne, seconded by Trustee McGinn, to appoint Marianne Mayer Opl to the Board of Trustees with a term through November 5, 2024.
The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed.

Marianne Mayer Opl was sworn in by the Town Clerk and joined the Board as a Trustee at the dais.

4. Discussion and possible action on Resolution 23R36, a Resolution on Snow Route Parking Regulations

Mr. Davidson and Mr. DeVol provided Staff reports. Discussion followed.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 23R36 with changes noted by the Town Administrator and amended by Mayor Snively.
The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

5. Discussion and possible action on Resolution 23R39, a Resolution adopting the email usage and retention policy for the Town of Elizabeth

Ms. Malakowski provided a Staff report.

Motion by Mayor Snively, seconded by Trustee Mayer Opl, to approve Resolution 23R39, a Resolution adopting the email usage and retention policy for the Town of Elizabeth.
The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

Mayor Snively closed the regular meeting at 8:59 p.m. and went into the Public Hearing.

PUBLIC HEARING

6. Ordinance 23-08, an Ordinance of the Town of Elizabeth, Colorado, amending the Elizabeth Municipal Code to provide for the imposition, computation and payment of a police impact fee, a public building impact fee, a parks, open space and rails impact fee, and a public works impact fee on all future residential and non-residential development;

providing authority, intent and definitions; providing for the establishment of separate impact fee funds for such fees; providing for exemptions, refunds, credits and waivers respecting such impact fees; providing general provisions applicability and appeals; and providing for severability

Mayor Snively opened the Public Hearing to Public comment.
Angie Ternus – Town of Elizabeth Resident
Paul Schwarzkopf – Town of Elizabeth Resident
Frances Gay – Developer

Mayor Snively closed the Public Hearing at 9:10 p.m. and returned to the regular meeting.

7. Discussion and possible action on Ordinance 23-08, an Ordinance of the Town of Elizabeth, Colorado, amending the Elizabeth Municipal Code to provide for the imposition, computation and payment of a police impact fee, a public building impact fee, a parks, open space and rails impact fee, and a public works impact fee on all future residential and non-residential development; providing authority, intent and definitions; providing for the establishment of separate impact fee funds for such fees; providing for exemptions, refunds, credits and waivers respecting such impact fees; providing general provisions applicability and appeals; and providing for severability

Motion by Trustee McGinn, seconded by Mayor Pro Tem Secrist, to approve Ordinance 23-08 an Ordinance of the Town of Elizabeth, Colorado, amending the Elizabeth Municipal Code to provide for the imposition, computation and payment of a police impact fee, a public building impact fee, a parks, open space and rails impact fee, and a public works impact fee on all future residential and non-residential development; providing authority, intent and definitions; providing for the establishment of separate impact fee funds for such fees; providing for exemptions, refunds, credits and waivers respecting such impact fees; providing general provisions applicability and appeals; and providing for severability.
The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson discussed the Elbert County Water Master Plan steering committee.
- Police Chief Jeff Engel
  - The Citizens Welfare Program will be kicking off next week.

- Corporal Alex Allen finished his training on Leadership in a Police Organization.
- The Student Academy will be working on mental health this week and this past week had a visit from Flight for Life.

- Public Works Director Mike DeVol
  - Job notices have been posted for the two open positions in Public Works.
  - The lift station is in the last week of testing.
  - The state website is having technical difficulties with water reports.
  - Public Works is looking forward to the upcoming snow.
  - Discussion on the two water division positions.
- Town Clerk Michelle Oeser
  - Discussion on the upcoming Harvest Festival providing the Board with times and location.
  - Ms. Oeser let the Board know that the Town Birthday/ Movie Night Bash will be set for September 21st in 2024.
  - Thanked the Board for supporting herself and Harmony attending conference.
- Deputy Town Clerk Harmony Malakowski
  - Thanked Allison and Hannah for covering the office while she and Michelle were at the conference.
  - Discussion on the award that Michelle received from the Colorado Municipal Clerks Association.
- Town Attorney Corey Hoffmann
  - Updated the Board on the Ritoro Well Site property issue. Discussion followed.

STUDENT LIAISON REPORT

- Student Liaison Shaye Lavato
  - Last week was Fall Break for Elizabeth School District.
  - There is a Trunk or Treat in the Elizabeth High School bus loop on Saturday from 8:30 a.m. to 11:30 p.m.
  - The High School will be hosting a Thanksgiving Dinner on November 16th.
  - Ms. Lovato is working to involve students in the Wreaths Across America.

BOARD OF TRUSTEE REPORTS

- Trustee Einspahr will be involved in Police Interviews tomorrow.

- Trustee Payne discussed having the Town cover the cost of the last 18 wreaths needed for the Elizabeth Cemetery Wreaths Across America Ceremony.

MINUTES

12. Minutes of the Main Street Board of Directors Meeting of September 11, 2023

ADJOURNMENT

Motion by Trustee Einspahr, seconded by Mayor Pro Tem Secrist, to adjourn the meeting at 9:48 p.m.

The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

TOWN OF ELIZABETH INCORPORATED SEAL SEPTEMBER 24, 1890 ELBERT COUNTY COLORADO

Mayor Nick Snively