



Town of Elizabeth

Board of Trustees Regular Meeting - Record of Proceedings

Wednesday, November 12, 2025 at 7:00 PM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Board of Trustees for the Town of Elizabeth was called to order on Wednesday, November 12, 2025, at 7:05 PM by Mayor Angela Ternus.

Roll Call

Present:

Mayor Angela Ternus
Mayor Pro Tem Tracy Hutchins
Trustee Loren Einspahr
Trustee Dave Conley
Trustee Michael Schroder
Trustee Steve Gaither
Trustee Cynthia Thye

There was a quorum to do business.

Also in Attendance:

Town Clerk Michelle Oeser
Public Works Director Mike DeVol
Police Chief Jeff Engel
Town Attorney Kathryn Sellars
Finance Officer Hannah Bruce
Planner/Project Manager Alexandra Cramer
Assistant Town Clerk Allison Ritter
Deputy Town Clerk Harmony Malakowski

Pledge of Allegiance

Mayor Ternus led the Board in the Pledge of Allegiance.

Public Comment

This is a meeting of the Board of Trustees held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand and state your name and address to the Board. Your comments will be limited to 5 minutes. If many speakers are anticipated, the Mayor may (a) shorten the time limit; (b) ask speakers to limit themselves to new information and points of view not already covered by previous speakers; and/or (c) limit the total time of public comment to allow the Board to proceed to consider items set on the regular meeting agenda. The Board of Trustees may not respond to your comments during this meeting, but rather take your comments and suggestions under advisement and your questions will be

directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff, or Employees will not be recognized. If a response from Staff is requested, the Mayor will direct Staff to have a response at the next regularly scheduled Board meeting.

Linda Bulmer - Main Street Board Member, Main Street Business Owner, and Douglas County Resident

Carrie Wedel - Main Street Board President and Elbert County Resident

Paul Schwarzkopf - Town of Elizabeth Resident

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes of the Regular Meeting of October 28, 2025

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to approve the Minutes of the Regular Meeting of October 28, 2025.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Schroder, Trustee Gaither, Trustee Thye

Abstain: Trustee Conley

Voting No: None

Motion Passed Unanimously (6-0)

New Business

2. Discussion and possible action on Resolution 25R35, a Resolution approving the Resignation Agreement between the Town of Elizabeth and Patrick Davidson – Michelle Oeser

Town Clerk Michelle Oeser gave a Staff report.

Motion by Trustee Schroder, seconded by Mayor Pro Tem Hutchins, to approve Resolution 25R35, a Resolution approving the Resignation Agreement between the Town of Elizabeth and Patrick Davidson.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Conley, Trustee Schroder, Trustee Thye

Voting No: Trustee Einspahr, Trustee Gaither

Motion Passed (5-2)

3. Discussion and possible action on Resolution 25R36, a Resolution authorizing the Mayor to enter into a Personal Services Agreement between the Town of Elizabeth and Patricia Ann Fontenot to Provide Victim Advocate Services to the Town of Elizabeth – Jeff Engel

Chief Jeff Engel gave a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Einspahr, to approve Resolution 25R36, a Resolution authorizing the Mayor to enter into a Personal Services Agreement between the Town of Elizabeth and Patricia Ann Fontenot to Provide Victim Advocate Services to the Town of Elizabeth.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder,

Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

4. Discussion and possible action on Resolution 25R37, a Resolution approving the Town of Elizabeth Emergency Evacuation Plan – Jeff Engel

Police Chief Jeff Engel and Fire Chief T.J. Steck gave a report. Discussion followed.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Gaither, to approve Resolution 25R37, a Resolution approving the Town of Elizabeth Emergency Evacuation Plan.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

5. Discussion and possible action on Resolution 25R38, a Resolution authorizing the Mayor to execute a License Agreement with Elizabeth Brewing company regarding the Friday Night Market at Running Creek Park for the Year 2026 – Alex Cramer

Ms. Cramer gave a Staff report.

Tony Briggs from The Elizabeth Brewing Company and Kris Pruitt from Kold Prairie Mead spoke with the Board. Discussion followed.

Motion by Trustee Conley, seconded by Mayor Pro Tem Hutchins, to approve Resolution 25R38, a Resolution authorizing the Mayor to execute a License Agreement with Elizabeth Brewing Company regarding the Friday Night Markets at Running Creek Park for the Year 2026.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

Mayor Ternus closed the Regular Meeting and opened the Public Hearing at 8:07 PM.

Public Hearing

6. Proposed 2026 Budget - Hannah Bruce

Finance Officer Hannah Bruce gave a Staff report. .

Mayor Ternus opened the Public Hearing for public comment.

Paul Schwarzkopf - Town of Elizabeth Resident

Mayor Ternus closed the Public Hearing and reopened the Regular Meeting at 8:10 PM.

New Business

7. Discussion and direction on the Proposed 2026 Budget – Hannah Bruce

Board discussion.

Board directed Staff to place the Budget on the November 20th meeting agenda for approval.

Mayor Ternus asked Town Attorney Sellars about appointing a member of Staff as serving administrator. She directed Staff to add this item to the November 20th meeting. Discussion followed.

Management Monitoring Reports

8. Management Monitoring Reports

- Police Chief Jeff Engel:
 - Swastika sign graffiti has been cleaned up and an investigation is pending.
 - Working on Fleet Maintenance Memorandum of Understanding with the Elizabeth School District.
 - Trustee Schroder asked if the fuel sharing was going well.
 - Trustee Thye asked about a complaint received regarding a property in her neighborhood. Discussion followed.
 - Trustee Conley said he appreciates the K-9 sweeps being done at the schools.
- Planner/Project Manager Alexandra Cramer:
 - Mayor Ternus asked about contracting with Safebuilt for planning reviews. Discussion followed.
- Public Works Director Mike DeVol:
 - No effluent figures are included in this week's report.
 - Mayor Ternus asked about the MacGuire Tank Company. Discussion followed.
- Town Clerk Michelle Oeser:
 - There will be a business expo at the High School on April 25, 2026.
 - Mayor Ternus asked when the event calendar would be put together for the following year.
 - Ms. Hiatt has delivered the Mayor's Tree Lighting fliers to businesses on Main Street, and the table toppers are being distributed.

Board of Trustees Report

9. Board Reports

- Mayor Angela Ternus:
 - Notified the Board that she is working on re-wrapping and delivering boxes for the Senior Basket item collection.
- Trustee Loren Einspahr:
 - Noted that he may not be at the next Board meeting.
- Trustee Dave Conley:
 - His wife was named Teacher of the Month at Running Creek Elementary.
- Trustee Steve Gaither:
 - His daughter was named Teacher of the Month at Elizabeth High School by Farmers Insurance.

Minutes

10. Minutes of the Historic Advisory Board Meeting of July 7, 2025

Adjournment

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Conley, to adjourn the meeting at 9:11 PM.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder,

Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7/0)

Town Clerk Michelle Oeser



Angela Ternus, Mayor

Mayor Angela Ternus