



## Town of Elizabeth

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### Board of Trustees Regular Meeting - Record of Proceedings

Tuesday, February 10, 2026 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 Tuesday, February 10, 2026, at 7:00 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

There was a quorum to do business.

**Also in Attendance:**

Town Clerk Michelle Oeser  
Assistant Public Works Director James McErnie  
Police Chief Jeff Engel  
Planner/Project Manager Alexandra Cramer

#### 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.

Kim Schafer - 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 January 27, 2026

### **New Business**

2. Discussion and possible action on request for a Performance Guarantee Deadline for 350 S. Elbert Street Subdivision – Alexandra Cramer

Ms. Cramer provided a Staff report.

Motion by Mayor Ternus, seconded by Trustee Schroder, to continue discussion until the February 24, 2026, meeting, directing Ms. Cramer to provide an amendment of 60 days to get a Performance Guarantee for 350 S. Elbert Street Subdivision.

Voting Yes: Trustee Einspahr, Trustee Schroder, Trustee Gaither

Voting No: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Conley

Motion does not pass (3-3)

3. Discussion and possible action on the consent of a Distillery Sales Room – Michelle Oeser

Ms. Oeser provided a Staff report.

Motion by Trustee Schroder, seconded by Trustee Conley, to approve giving the Mayor authority to sign the Sales Room License.

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

Voting No: None

Motion Passed Unanimously (6-0)

4. Discussion and possible action on Resolution 26R07, a Resolution approving the Memorandum of Understanding between the Town and the Elizabeth School District regarding the providing of Vehicle Maintenance Service for vehicles owned and operated by the Town of Elizabeth– Jeff Engel

Chief Engel provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Einspahr, to approve Resolution 26R07, a Resolution approving the Memorandum of Understanding with typo corrected, between the Town and the Elizabeth School District regarding the providing of Vehicle Maintenance Service for vehicles owned and operated by the Town of Elizabeth.

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

Voting No: None

Motion Passed Unanimously (6-0)

5. Discussion and possible direction on Financial Policy, spending limits, and Financial Reports – Chris Lowe

Mayor Ternus presented an overview of the upcoming discussion concerning the town's financial policy. The Clerk was directed to provide the Interim Town Administrator with discussion items to be amended or added to the current financial policy.

6. Discussion and possible action on posting the open Board of Trustee seat – Michelle Oeser

The Clerk was provided direction on posting the open Ward 3 Trustee seat.

**Management Monitoring Reports**

7. Management Monitoring Reports

- Police Chief Jeff Engel:
  - Ice training was canceled due to lack of ice.
  - Discussion on the report about traffic stops and warnings.
  - Discussion on the stop signs at Elm Street and Elizabeth Street.
  - The Mayor thanked Sergeant Bigler for taking the time to pick up a pipe in the middle of the street.
- Assistant Public Works Director James McErnie:
  - Pedestals for the lights on Main Street have been mounted and are ready for final inspection.
- Town Clerk Michelle Oeser:
  - Mayor Ternus inquired as to how Mr. Reilly, the new employee, was doing.

**Board of Trustees Report**

8. Board Reports

There were no Board Reports.

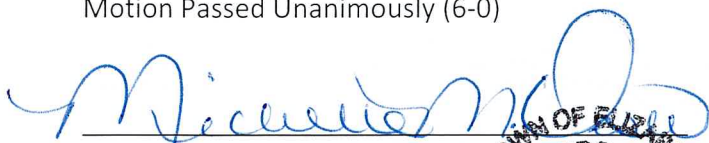
**Adjournment**

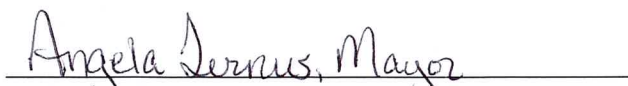
Motion by Mayor Pro Tem Hutchins, seconded by Trustee Gaither, to adjourn the meeting at 9:10 pm.

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

Voting No: None

Motion Passed Unanimously (6-0)

  
Town Clerk Michelle Oeser

  
Mayor Angela Ternus

