



## Board of Trustees – Record of Proceedings

March 12, 2024

### **CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, March 12, 2024, at 7:06 p.m. by Mayor Payne.

### **ROLL CALL**

Present were Mayor Tammy Payne, Mayor Pro Tem Linda Secrist, and Trustees Loren Einspahr, Barb McGinn, Joe Belongia, and Marianne Mayer-Opl. There was a quorum to do business.

Also, present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Community Development Director Zach Higgins, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, Police Chief Jeff Engel, Town Attorney Corey Hoffmann, and Student Liaison Shaye Lovato.

### **PLEDGE OF ALLEGIANCE**

Mayor Payne led the Board in the Pledge of Allegiance.

### **UNSCHEDULED PUBLIC COMMENT**

There was no public comment.

### **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 February 27, 2024

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.

2. Swear in Officer Josh Hunter

Chief Engel gave an overview of Officer Hunter's work experience. Officer Hunter introduced himself to the Board.

Town Clerk Michelle Oeser swore Josh Hunter in as an Elizabeth Police Officer.



### NEW BUSINESS

3. Discussion and possible action on the appointment of a new Trustee.

Mr. Davidson provided a Staff report.

4. Discussion and possible appointment of new Trustee with a term through November 5, 2024

Motion by Trustee Belongia, seconded by Trustee McGinn, to appoint Michael Schroder as a Trustee for a term through November 5, 2024,

By a roll call vote, the vote of those Trustees present was 5 in favor and 1 opposed. Trustee Mayer-Opl opposed. Motion passed.

The Town Clerk swore in Michael Schroder as an Elizabeth Board Trustee.

5. Discussion and possible action regarding the reappointment of Tedd Lipka, Linda Bulmer, and Jeff Struthers to the Main Street Board of Directors for terms starting 04/01/2024 through 03/31/2027

Mr. Higgins provided a Staff report.

Motion by Trustee McGinn, seconded by Trustee Belongia, to reappoint of Tedd Lipka, Linda Bulmer, and Jeff Struthers to the Main Street Board of Directors for terms starting 04/01/2024 through 03/31/2027.

By a roll call vote, the vote of those Trustees present was 5 in favor and 2 opposed. Mayor Pro Tem Secrist and Trustee Mayer-Opl opposed. Motion passed.

6. Discussion and possible action on Funding for the American Legion's Use by Special Review

Mr. Higgins and Mr. Davidson provided Staff reports.

Motion by Trustee Einspahr, seconded by Trustee Mayer-Opl, to approve waiving the land use application fee, with either a Use by Special Review or a Rezone application.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

7. Discussion and possible action on Ordinance 24-01, an Ordinance of the Town of Elizabeth, Colorado, Amending the Elizabeth Municipal Code to Repeal Article II of Chapter 15 Deleting the Town's Per Square Foot of Floor Area Impact Fee

Mr. Davidson provided a Staff report.



Motion by Trustee Belongia, seconded by Trustee McGinn, to approve Ordinance 24-01, an Ordinance of the Town of Elizabeth, Colorado, Amending the Elizabeth Municipal Code to Repeal Article II of Chapter 15 Deleting the Town's Per Square Foot of Floor Area Impact Fee. By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

8. Discussion and possible action on Resolution 24R12, a Resolution Declaring the Town of Elizabeth as a Non-Sanctuary Town and protecting the security and quality of life of the Citizens of the Town of Elizabeth

Mr. Davidson provided a Staff report.

Motion by Mayor Pro Tem Secrist, seconded by Trustee Einspahr, to approve Resolution 24R12, a Resolution Declaring the Town of Elizabeth as a Non-Sanctuary Town and protecting the security and quality of life of the Citizens of the Town of Elizabeth.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

9. Discussion and possible action on Resolution 24R13, a Resolution authorizing Staff to apply for a Grant offered by the Colorado Department of Local Affairs Commonly known as the Energy and Mineral Impact Assistance Fund (EIAF) Grant

Mr. Davidson provided a Staff report.

Motion by Mayor Pro Tem Secrist, seconded by Trustee Einspahr, to approve Resolution 24R13, a Resolution authorizing Staff to apply for a Grant offered by the Colorado Department of Local Affairs Commonly known as the Energy and Mineral Impact Assistance Fund (EIAF) Grant.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

### MANAGEMENT REPORTS

- Town Administrator Patrick Davidson.
  - Mr. Davidson discussed Staff plans for the forecasted storm.
  - Mr. Davidson discussed a racoon with distemper in the Town.
  - Mr. Davison let the Board know that discussions on purchasing fuel from the Elizabeth School District are progressing.
  - Discussion on a question to Mr. Davidson from the public on whether the Town would lock in Impact Fees.
  - New graffiti vandalism has occurred in Legacy Village.



## TOWN OF ELIZABETH

- Mayor Payne inquired about the condition of the mural under the Highway 86 bridge.
- Trustee Mayer-Opl asked if it was the same person vandalizing Legacy Village as did the graffiti in Gold Creek.
- Mayor Payne asked about snow routes in Legacy Village.
- Chief of Police Jeff Engel
  - Chief Engel let the Board know that Josh Hunter will begin formal training on March 17, 2024.
  - Chief Engel has an applicant that has moved into the psychological testing portion as a police applicant.
  - Chief Engel told the Board that an oral Board review has been scheduled for a 3<sup>rd</sup> police officer applicant.
  - Chief Engel told the Board that the department is aiming to transition back to 10-hour shifts in May.
  - The PD Staff went through CPR and First Aid training.
  - Officer Lamas will be attending an intense 10-day training.
  - Mandy Donatelli attended a sex offense tracking training.
  - Ms. Donatelli and Officer Tucker are now evidence technicians and will be attending appropriate training. This will include completing a DNA indexing course.
  - Elizabeth PD assisted the Elbert County Sheriff's department with a shooting.
  - The SRO's worked a school threat. The threat played out as not credible.
  - The PD is working on two cases of distribution of narcotics.
  - The PD is working on a graffiti case.
  - The evaluation of crime statistics has been completed.
  - Trustee Mayer-Opl asked about services provided to officers for mental health.
  - Mayor Payne asked if crime rates have increased in specific areas.
  - Student Liaison Lovato thanked all EPD officers on behalf of herself and Elizabeth High School Students for their response to the school threat.
- Community Development Director Zach Higgins.
  - Mr. Higgins let the Board know that the Main Street Board of Directors have reallocated funds to purchase the Locable program.
  - Mr. Higgins let the Board know that the Historic Advisory Board has reallocated funds to move forward with their new website.
  - An occupancy certificate has been issued to a portion of the Pine Ridge Apartments.



- The Community Development department provided a letter to the State for the Elizabeth High School Auto Shop building.
- Mr. Higgins stated that a 60% design set has been received for the Main Street Monument sign.
- Public Works Director Mike DeVol.
  - Mr. DeVol told the Board that the new employee in Public Works is working out great.
  - Mr. DeVol asked the Board and public, if possible, to stay home during the anticipated storm.
  - Public Works is working with CDOT on keeping Highway 86 open during the storm.
  - Public Works has a project planned on Elizabeth Street which includes a street closure.
  - Trustee Mayer-Opl asked if employees working the storm have a place to stay.
- Town Clerk Michelle Oeser.
  - Ms. Oeser pointed out the new pictures hanging in the boardroom. She let the Board know these pictures were done by Jeff Struthers.
  - Ms. Oeser told the Board that the Annual Meat-In is scheduled for May 4<sup>th</sup> and that the Special Event Liquor License application will be coming before them soon.

### STUDENT LIAISON REPORT

- Ms. Lovato went through the written report provided to the Board.
- Ms. Lovato discussed the upcoming High School Prom and blood drive.

### BOARD OF TRUSTEE REPORTS

The Board did not have anything to report.

### MINUTES

6. Minutes of the Historic Advisory Board Minutes of January 8, 2024.

### ADJOURNMENT

Motion by Trustee Belongia, seconded by Mayor Pro Tem Secrist, to adjourn the meeting at 9:06 p.m.

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



## TOWN OF ELIZABETH

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Town Clerk Michelle Oeser

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Mayor Tammy Payne