



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

## BOARD OF TRUSTEES – RECORD OF PROCEEDINGS MARCH 11, 2025

### CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, March 11, 2025, at 7:02 p.m. by Mayor Angela Ternus.

### ROLL CALL

Mayor Angela Ternus, Mayor Pro Tem Tracy Hutchins, and Trustees Loren Einspahr, Shannon Downs, Dave Conley, and Steve Gaither were present. Trustee Michael Schroder was absent. There was a quorum to do business.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, and Police Chief Jeff Engel.

### PLEDGE OF ALLEGIANCE

Mayor Ternus led the Board in the Pledge of Allegiance.

### 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 11, 2025

Motion by Trustee Einspahr, seconded by Trustee Conley, to approve the consent agenda as presented.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously. Mayor Ternus closed the Regular Meeting and opened the Public Hearing at 7:05 p.m.

### PUBLIC HEARING

2. Elizabeth Firefighters Community Foundation, Protectors of Elizabeth Special Event Liquor License application

Ms. Oeser provided a Staff report.

- PO Box 159, 151 S. Banner Street ▪ Elizabeth, Colorado 80107 ▪ (303) 646-4166
- Fax: (303) 646-9434 ▪ [www.townofelizabeth.org](http://www.townofelizabeth.org)



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Don Means made a presentation to the Board as representative for the applicant.

Mayor Ternus opened the Public Hearing to public comment.  
There was no public comment.

Mayor Ternus closed the Public Hearing and re-entered the Regular Meeting at 7:09 p.m.

## NEW BUSINESS

3. Discussion and possible action on approval of the Elizabeth Firefighters Community Foundation, Protectors of Elizabeth Special Event Liquor License application

Motion by Trustee Einspahr, seconded by Trustee Downs, to approve the Elizabeth Firefighters Community Foundation, Protectors of Elizabeth Special Event Liquor License application.  
The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

4. Discussion and possible action on Ordinance 25-05, an Ordinance approving updates to the Town of Elizabeth Employee Handbook

Mr. Davidson provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Einspahr, to approve Ordinance 25-05, an Ordinance approving updates to the Town of Elizabeth Employee Handbook.  
The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

5. Discussion and possible action on Resolution 25R15, a Resolution authorizing a Town match for the Main Street Mini-Grant Mural project through the DOLA Main Street Program

Mr. Davidson provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Downs, to approve Resolution 25R15, a Resolution authorizing a Town match for the Main Street Mini-Grant Mural project through the DOLA Main Street Program.  
The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

6. Discussion on the Bandt Park Tree

Mr. McErnie provided a Staff report.

The Board directed Public Works to keep the tree for this year and research possible avenues to honor the tree.



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## MANAGEMENT REPORTS

- Town Administrator Patrick Davidson:
  - No additions to his written report provided in the packet.
  - Mayor Ternus asked about payroll wages in the November Financial reports.
- Police Chief Jeff Engel:
  - Chief Engel informed the Board that the Police Department will be participating in the Special Olympics Polar Plunge.
  - Chief Engel gave a shout out to Harmony for taking the time to make the Police Department's Annual Report accessible.
- Public Works Director Mike DeVol:
  - The new computer at the plant is having some programming issues, so there is no written report in the Board Packet.
  - Mr. DeVol participated in a zoom meeting with the CDPHE.
  - Discussion followed on the results of the meeting.
- Town Clerk Michelle Oeser:
  - Ms. Oeser had nothing to add to her written report.
  - The Board thanked Ms. Oeser for organizing the Board Retreat.

## STUDENT LIAISON REPORT

- Student Liaison Landen Sherlock
  - The High School Wrestling team went to the State competition, with one wrestler taking second place.
  - The High School Basketball team did not make it to State this year.
  - The High School video gaming group has tripled in size this year.
  - FBLA and FCCLA Chapters have State competitions coming up.
  - High School Girls Soccer and Track have started.
  - High School Juniors and Sophomores are participating in SAT and PSAT assessment testing.
  - Trustee Einspahr discussed Mr. Sherlock's survey from 2024.
  - Mayor Pro Tem Hutchins asked when the High School Graduation would be.

## BOARD OF TRUSTEE REPORTS

- Ward 3: Shannon Downs:
    - Stated that the Board Retreat was fabulous.
  - Mayor Ternus:
    - Attended the CMP Strategic Planning Session.
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- Attended the Elbert County Artist Guild Competition.
- Stated that Todd Leopold did a great job as the Facilitator for the Board Retreat.
- Thanked Mr. Davidson for setting Mr. Leopold up as the Facilitator.

## ADJOURNMENT

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Downs, to adjourn the meeting at 8:19 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.

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Town Clerk Michelle Oeser

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Mayor Angela Ternus