



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

## BOARD OF TRUSTEES – RECORD OF PROCEEDINGS

November 21, 2024

### CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Thursday, November 21, 2024, at 6:59 p.m. by Mayor Tammy Payne.

### ROLL CALL

Mayor Tammy Payne, and Trustees Loren Einspahr, Barb McGinn, Joe Belongia, Marianne Mayer-Opl, and Michael Schroder were present. Mayor Pro Tem Linda Secrist 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, Police Chief Jeff Engel, Community Development Director Zach Higgins, Finance Officer Hannah Bruce, and Planning / Project Manager Alex Cramer.

### PLEDGE OF ALLEGIANCE

Mayor Payne led the Board in the Pledge of Allegiance.

### PUBLIC COMMENT

Christine Ware – Elbert County Resident.

Bob Bucknam – Town of Elizabeth Resident.

Paul Schwarzkopf – Town of Elizabeth Resident.

### AGENDA CHANGES

No agenda changes from the Administration.

No agenda changes by the Board.

Agenda set.

### CONSENT AGENDA

1. Minutes of the Regular Meeting of November 12, 2024

Motion by Trustee Belongia, seconded by Trustee Einspahr, to accept the Consent Agenda as presented.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

Mayor Payne closed the Regular Meeting and opened the Public Hearing at 7:31 p.m.

### PUBLIC HEARING



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

## 2. Ordinance 24-14

Ms. Cramer provided a Staff report.

Mayor Payne opened the Public Hearing to public comment.

There was no public comment.

Mayor Payne closed the Public Hearing and entered the Regular Meeting at 7:34 p.m.

## NEW BUSINESS

### 3. Discussion on Ordinance 24-14, and Ordinance repealing and reenacting Section 16-9-30 of the Town of Elizabeth Municipal Code regarding Use by Special Review approvals

Ms. Cramer answered questions and discussion with the Board followed.

Motion by Trustee Belongia, seconded by Trustee McGinn, to approve Ordinance 24-14, an Ordinance repealing and reenacting Section 16-9-30 of the Town of Elizabeth Municipal Code regarding Use by Special Review approvals.

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

### 4. Discussion and possible action on Resolution 24R43, a Resolution to amend and designate "No Parking" zones in the Town of Elizabeth

Mr. DeVol provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R43, a Resolution to amend and designate "No Parking" zones in the Town of Elizabeth.

By a roll call vote, the vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

### 5. Discussion and possible action on Resolution 24R45, a Resolution authorizing the Mayor to execute a letter of agreement with the Adams Group, LLC to provide audit services for Fiscal Year 2024

Mr. Davidson provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee McGinn, to approve Resolution 24R45, a Resolution authorizing the Mayor to execute a letter of agreement with the Adams Group, LLC to provide audit services for Fiscal Year 2024.

By a roll call vote, the vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

### 6. Discussion and possible action on Resolution 24R46, a Resolution adopting the 2025 Town of Elizabeth Budget



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

Mr. Davidson provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Belongia, to approve Resolution 24R46, a Resolution adopting the 2025 Town of Elizabeth Budget.

By a roll call vote, the vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

7. Discussion and possible action on Resolution 24R47, a Resolution Appropriating Sums of Money

Motion by Trustee Belongia, seconded by Trustee Schroder, to approve Resolution 24R47, a Resolution Appropriating Sums of Money.

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

8. Discussion and possible action on Resolution 24R48, a Resolution to Set Mill Levy

Motion by Trustee Einspahr, seconded by Trustee Schroder, to approve Resolution 24R48, a Resolution to Set Mill Levy.

By a roll call vote, the vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

9. Discussion and possible action on Resolution 24R49, a Resolution approving the Third Amendment to Employment Agreement between the Town and Patrick Glenn Davidson

Mayor Payne asked for a Board discussion.

Motion by Trustee Mayer-Opl to table Resolution 24R49. Motion failed due to a lack of a second.

Motion by Trustee Belongia, seconded by Trustee Schroder, to approve Resolution 24R49, a Resolution approving the Third Amendment to the Employment Agreement between the Town and Patrick Glenn Davidson.

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

## MANAGEMENT REPORTS

- Town Administrator Patrick Davidson:
  - Mr. Davidson did not have anything to add.
  - Trustee Mayer-Opl asked questions about the development of Frontier High School.



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

- Chief of Police Jeff Engel:
  - An offer for employment has been extended to one police applicant.
  - Two additional officer candidates will be interviewed next week.
  - Trustee Schroder asked if the Police Department is on their way to meeting its staffing goal.
- Community Development Director Zach Higgins:
  - Mr. Higgins let the Board know there will be projects coming to them in the next few months.
  - This will be Mr. Higgins's last Board meeting.
- Public Works Director Mike DeVol:
  - Trustee Schroder asked what the timeline is for the Streetscape project.
  - Trustee Schroder asked about Streetscape warranty work.
  - Discussion on snow removal from the last snowstorm.
- Town Clerk Michelle Oeser:
  - Discussed a send-off get-together for Mr. Higgins.

## STUDENT LIAISON REPORT

No Student Liaison report.

## BOARD OF TRUSTEE REPORTS

- Ward 1:
  - Trustee Schroder stated that Public Works did a good job on snow removal.
- Ward 3:
  - Trustee Mayer-Opl stated she appreciated how quickly roads were cleared after the snowstorm.
- Mayor Payne:
  - Discussed splitting the remaining contribution budget equally between the Elizabeth High School Band and the School Sponsored Annual Turkey Dinner.

## ADJOURNMENT

Motion by Trustee Belongia, seconded by Trustee Schroder, to adjourn the meeting at 8:20 p.m.

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



# TOWN OF ELIZABETH

BOARD OF TRUSTEES

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Mayor Tammy Payne

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Town Clerk Michelle Oeser