



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, September 09, 2024

MINUTES

I. 6:00 p.m. to 10:00 p.m. REGULAR MEETING

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

1. Call to Order – Roll Call

Present

Mayor Colleen Whitlow
Mayor Pro Tem Chris Cartwright
Trustee David Adams
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz

Absent

Trustee Debra Brodhead

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Town Engineer / Public Works Director Erika Rasmussen; Chief of Police Brent Newbanks; Administrative Services Director Mary Strutt; Public Information Officer / Community Engagement Director Lorelei Nelson.

Attending via remote access: members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for the victims in the 9/11/2001 terrorist attacks.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Trustee Harris requested that Item 9.e. Ordinance No. 1066 be removed from the Consent Agenda.

*Motion was made by Trustee Harris, seconded by Trustee Schranz, to approve the amended agenda.
Motion carried 6-0, on a roll call vote*

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed Community Day 9/14/2024; Weld County Town & County Dinner 10/30/2024; recently issued peddlers permits; and the decrease in Mead's assessed valuations for 2025 property taxes.

6. Informational Items

a. Police Update

Police Chief Brent Newbanks discussed evidence storage and the evidence database.

- b. Community Day September 14, 2024

Public Information Officer / Community Engagement Director Lorelei Nelson discussed the vendors, food trucks and bands for Mead Community Day. She also discussed upcoming fall events – Clean Up Days, Name the Snowplow, Christmas in the Park.

7. Proclamations

- a. Constitution Week September 16-22, 2024

Motion was made by Trustee Harris, seconded by Mayor Pro Tem Cartwright, to authorize Mayor Whitlow to sign the Proclamation for Constitution Week September 16-22, 2024. Motion carried 6-0, on a roll call vote.

8. Public Comment: 3 minute time limit. Comment is for any item on the agenda unless it is set for public hearing.

There was no public comment at this time.

9. Consent Agenda: Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:

- a. Approval of Minutes - Regular Meeting August 26, 2024
- b. August 2024 Aging Report
- c. Check Register September 9, 2024
- d. CIRSA 2025 Property / Casualty Insurance Renewal
- e. **Ordinance No. 1066** – An Ordinance of the Town of Mead, Colorado, Amending Chapter 1 of the Mead Municipal Code to add a New Article IX Titled “Other Laws and Regulations” and Adding Section 1-9-10 Pertaining to the Carrying of a Firearm in Town Hall
- f. **Ordinance No. 1067** – An Ordinance of the Town of Mead, Colorado, Adopting a New Sewer User Fee to Offset the Town’s Direct and Indirect Expenses Associated with Operating and Improving the Raterink Lift Station
- g. **Resolution No. 68-R-2024** – A Resolution of the Town of Mead, Colorado, Amending the Comprehensive Fee Schedule to Add a New Sewer User Fee
- h. **Resolution No. 69-R-2024** – A Resolution of the Town of Mead, Colorado, Delegating Authority to the Town Manager to Execute or Accept ROW Conveyance Deeds, Temporary Construction Easement Agreements, or other Project-related Documents with Property Owners in the Vicinity of the WCR 34 Bridge Replacement Project (Project No. M-870-008) (24891))
- i. **Resolution No. 70-R-2024** – A Resolution of the Town of Mead, Colorado, Approving the First Amendment to the Subdivision Improvement Agreement for Red Barn Farms, Filing #1

Motion was made by Trustee Schranz, seconded by Trustee Parr, to approve the consent agenda Items a., b., c., d., f., g., h., and i. Motion carried 6-0, on a roll call vote.

9. e. Ordinance No 1066

The Board discussed the recently enacted legislation to ban weapons in public buildings and what it would take to enforce for Mead facilities.

Motion was made by Trustee Adams, seconded by Trustee Parr, to adopt Ordinance No. 1066 – An Ordinance of the Town of Mead, Colorado, Amending Chapter 1 of the Mead Municipal Code to add a New Article IX Titled “Other Laws and Regulations” and Adding Section 1-9-10 Pertaining to the Carrying of a Firearm in Town Hall Motion carried 4-2, on a roll call vote with Trustees Adams, Cartwright, Parr and Mayor Whitlow voting yes; Trustees Harris and Schranz voted no.

10. Public Comment: 3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.

Isaiah Kloczkowski presented his Eagle Scout project to build and install a retired flag collection receptacle in Mead.

Resident Jeremiah Crane thanked the Board and staff for providing a missing link of sidewalk on 5th Street to provide a safer route to school.

11. Legislative Update

Town Attorney Marcus McAskin discussed recent legislation which affects the assessment rate on property taxes and provides a cap on revenue increases.

12. Elected Official Reports

a. Town Trustees

The Trustees requested a cost estimate for an employee satisfaction survey and discussed the SVVSD parade.

b. Mayor Whitlow

Mayor Whitlow expressed gratitude to staff and PD for their work on the Key Ceremony for Corporal Dinsmore held on 9/7 and welcomed the Dinsmore family to Mead.

13. Adjournment

Motion was made by Trustee Schranz, seconded by Trustee Adams, to adjourn the meeting. Motion carried 6-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 7:08 p.m. on Monday, September 9, 2024.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk