



TOWN OF ELIZABETH

Board of Trustees – Record of Proceedings

December 12, 2023

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, December 12, 2023, at 7:00 p.m. by Mayor Nick Snively.

ROLL CALL

Present were Mayor Nick Snively, Mayor Pro Tem Linda Secrist, and Trustees Loren Einspahr, Tammy Payne, Joe Belongia, Barb McGinn, and Marianne Mayer Opl.

Also, present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Community Development Director Zach Higgins, and Assistant Public Works Director James McErnie.

PLEDGE OF ALLEGIANCE

Mayor Snively 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 November 28, 2023

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

The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

NEW BUSINESS

2. Discussion and Possible action regarding reappointment of Lynn Mitchell and Jacque Hansen-Hallett to the Historic Advisory Board with terms through 12/31/2026

Mr. Higgins provided a Staff report.



Motion by Trustee Belongia, seconded by Trustee Einspahr, to reappoint Lynn Mitchell and Jacque Hansen-Hallett to the Historic Advisory Board with terms through 12/31/2026. The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

3. Discussion regarding Community Development EHS Intern Community Survey
Community Development Intern Landen Sherlock provided a report on the results of his community survey.

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson
 - Mr. Davidson thanked the Board and all the Staff for everything they have done this year.
 - Mr. Davison thanked the Staff for all their hard work.
 - 2024 Calendars with Historic Town pictures will be sent out to the Board.
- Mr. Davidson spoke for Public Works Director Mike DeVol
 - Mr. DeVol provided a report with details of water usage for the prior year.
 - Discussion followed on banked water volume.
 - Discussion on snow removal.
 - Mayor Snively discussed snow and ice removal.
- Chief of Police Jeff Engel
 - Chief Engel thanked the Board for the holiday cards and support.
 - Chief Engel said that the Mayor's Tree Lighting was a huge success.
 - Discussion on a donation the Police Department received from the Responders Relief Fund.
 - The Colorado State Patrol provided training for the Elizabeth Police Department.
 - Discussion followed on the medical supplies to be purchased with the Responders Relief Fund donation.
- Community Development Director Zach Higgins
 - Mr. Higgins stated that the Main Street Board of Directors had their annual visit with the Department of Local Affairs (DOLA).
 - Mr. Higgins said that the Advisory Boards are looking for joint meetings with the Trustees.
 - The Historic Advisory Board (HAB) and the Main Street Board of Directors (MSBOD) approved their 2024 budgets.
 - Lennar will be starting clean-up on the Abraham lot.



- The application for the 1-million-dollar EIAF Grant has been submitted.
- The Town is working with Elizabeth Parks and Recreation, and the Elizabeth School District on a GOCO Grant to develop an Open Space and Transit Master Plan.
- Community Development is working with four Main Street businesses on the preservation grant.
- Mr. Higgins thanked the Board for himself and the Community Development Staff for the kind gifts and support.
- Discussion on the Lennar clean-up.
- Trustee Payne asked about potential joint Board meetings.
- Assistant Public Works Director James McErnie
 - Mr. McErnie stated the Mayor's Tree Lighting went off without a hitch.
 - Public Works will continue to maintain the Town as the snow comes in.
 - On behalf of himself, Mr. DeVol, and Public Works, he thanked the Board for all the kind words and gifts.
 - Mr. McErnie said they are all looking forward to 2024 and have a lot of interesting projects coming up.
- Town Clerk Michelle Oeser
 - Ms. Oeser stated that Staff had a wonderful time at their lunch and wanted to pass on their thanks for the generosity and thoughtfulness of the Board.
 - Ms. Oeser let the Board know that the Sawmill is being sold and the new business will take over soon.
 - Ms. Oeser stated that Sammie D's Fine Smokehouse has opened.
 - Ms. Oeser reminded the Board that the wreath laying at the cemetery will be this Saturday.
 - Discussion on the Elizabeth Chamber of Commerce 2024 planned event schedule.
 - Staff will have a follow-up meeting to discuss the Mayor's Tree Lighting.
 - Ms. Oeser thanked the Board for coming out for the event.

STUDENT LIAISON REPORT

- Student Liaison Shaye Lavato told the Board that students are preparing for the holidays and finals.
- The Senior Class is participating in adopting a family.
- All High Schoolers that attended the Mayor's Tree Lighting had a good time.



- Basketball and wrestling seasons have started.
- Trustee Einspahr asked about where to find athletic event information.

BOARD OF TRUSTEE REPORTS

- Trustee Einspahr thanked the Public Works and Staff for the Mayor's Tree Lighting Event.
- Trustee Einspahr discussed the Boards and Commission Banquet.
- Trustee Mayer Opl discussed the Police Academy Graduation.
- Trustee Mayer Opl discussed her ride along with Officer Bigler.
- Trustee Mayer Opl discussed her tour of the Public Works Facilities.
- Trustee Mayer Opl thanked the Staff for their work on the Mayor's Tree Lighting.
- Mayor Pro Tem Secrist thanked everyone for all their hard work and wished them Merry Christmas and a Happy New Year.
- Mayor Snively stated he appreciated all the work on all the events.
- Trustee Payne stated she appreciated everyone on the Staff.
- Trustee Payne said she has received positive feedback from attendees of the Mayor's Tree Lighting.
- Trustee Payne discussed the Senior Basket Project and the planned timeline.
- Trustee Payne wished everyone a Merry Christmas.
- Trustee Belongia thanked everyone one for their hard work and support.
- Trustee Belongia said it has been an exciting year since joining the Board in January.
- Trustee Belongia said he appreciates the Board and Staff.
- Trustee Belongia wished everyone a Happy Holiday.
- Trustee McGinn Thanked Staff for all that they do.
- Trustee McGinn said she will be here to help stuff holiday baskets.
- Trustee McGinn said Merry Christmas and that she is very proud to be here.
- Trustee Mayer Opl discussed the need for volunteers to help with parking on Saturday's wreath laying event.

ADJOURNMENT

Motion by Trustee Einspahr, seconded by Mayor Pro Tem Secrist, to adjourn the meeting at 8:08 p.m.

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



TOWN OF ELIZABETH

Michelle Oeser
Town Clerk Michelle Oeser



Nick Snively
Mayor Nick Snively
Mayor Pro Tem, *Seonist*