



TOWN OF ELIZABETH

Board of Trustees – Record of Proceedings

January 23, 2024

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, January 23, 2024, at 7:04 p.m. by Mayor Pro Tem Linda Secrist.

ROLL CALL

Present were Mayor Pro Tem Linda Secrist, and Trustees Tammy Payne, Loren Einspahr, Joe Belongia, Barb McGinn, 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, Assistant Public Works Director James McErnie, Police Chief Jeff Engel, and Attorney Corey Hoffmann. Student Liaison Shaye Lavato was absent.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Secrist led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

Angela Ternus – Town of Elizabeth Resident

Paul Schwarzkopf – Town of Elizabeth Resident

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 January 9, 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. Motion passed unanimously.

NEW BUSINESS

2. Discussion and direction on open Board seat



Mr. Davidson and Mr. Hoffman provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee McGinn, to appoint Tammy Payne as Mayor. The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

MANAGEMENT REPORTS

- Town Administrator Patrick Davidson
 - Mr. Davidson reminded the Board of the scheduled vision workshop to be held on Saturday, February 10th.
- Chief of Police Jeff Engel
 - Chief Engel stated he attended the County Sheriff's Conference last week.
 - Chief Engel gave an overview of the training he attended at the conference.
 - Chief Engel said that the Police Department has implemented the CORDICO program offered through CIRSA.
 - Community Service Officer Jenny Case has completed a weeklong training.
 - Officer Allen has resigned from the police department.
 - Interviews for new Police Officers will be held tomorrow.
 - The Police Department will be transitioning to 12-hour shifts.
 - New police uniforms have been ordered.
 - The Police Department will be transitioning to a new arrest control system.
 - On February 7th the Elizabeth Police Department will be hosting a practical search and seizer training.
 - Chief Engel asked the Board to let him know if there was anything they would like him to change in how information is presented to them.
- Community Development Director Zach Higgins
 - Mr. Higgins let the Board know there is a meeting scheduled with CORE Engineering to work through issues and move forward in working together.
 - In the future, the Planning Commission will be providing recommendations to the Board for code updates.
 - The Historic Advisory Board is looking for a website to host oral histories.
 - Mr. Higgins said that Staff will be submitting for the OEDIT Community Business Preservation Program Grant.
 - The Town is working with Elizabeth Parks and Recreation and the Elizabeth School District on a GOCO Grant to finalize an Open Space and Transit Master Plan.



TOWN OF ELIZABETH

- Members of the Historic Advisory Board and the Main Street Board of Directors will be attending the Main Street Now Conference in Boulder.
- Assistant Public Works Director James McErnie
 - A new Street and Parks employee has been hired and will start on Monday.
 - Trustee Belongia thanked Public Works Staff for all the street cleaning and snow clearing.
 - Mayor appointed Payne thanked the Public Works Staff for snow removal.
 - Mayor appointed Payne inquired about residents removing snow with ATV's.
- Town Clerk Michelle Oeser
 - Ms. Oeser told the Board that Hannah finished a two-day grant training.
 - Ms. Oeser let the Board know that four baby changing tables would be purchased to be installed in the restrooms at the Police Department and Town Hall.

BOARD OF TRUSTEE REPORTS

- No reports.

STUDENT LIAISON REPORT

- Student Liaison Shaye Lavato was not present.

MINUTES

6. Minutes of the Historic Advisory Board Meeting of July 17, 2023
7. Minutes of the Historic Advisory Board Meeting of December 4, 2023

ADJOURNMENT

Motion by Trustee Einspahr, seconded by Trustee Belongia, to adjourn the meeting at 7:45 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.


Town Clerk Michelle Oeser


Mayor Tammy Payne

