



# TOWN OF ELIZABETH

## Board of Trustees – Record of Proceedings

February 13, 2024

### **CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, February 13, 2024, at 7:03 p.m. by Mayor Pro Tem Linda Secrist.

### **ROLL CALL**

Present were Mayor Pro Tem Linda Secrist, Mayor Appointed Tammy Payne, and Trustees 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, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, Police Chief Jeff Engel, and Student Liaison Shaye Lavato.

### **PLEDGE OF ALLEGIANCE**

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

### **UNSCHEDULED PUBLIC COMMENT**

Steven Freer – Town of Elizabeth Resident

Angela Ternus – Town of Elizabeth Resident

Megan Vasquez – 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 23, 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 possible action on Resolution 24R09, a Resolution ratifying the Appointment of Tammy Payne as Mayor

Ms. Oeser provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Mayer-Opl, to approve Resolution 24R09, a Resolution ratifying the Appointment of Tammy Payne as Mayor.

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

3. Swearing in of the New Mayor by the Town Clerk

Ms. Oeser swore in Mayor Payne. Mayor Payne took her seat at the Board table.

4. STARS sponsorship request

Mr. Davidson provided a Staff report. Ms. Vasquez was present to represent the Elizabeth Education Foundation and give a background on the STARS banquet.

Motion by Mayor Payne, seconded by Trustee Mayer-Opl, to approve a \$500.00 sponsorship to the Elizabeth Education Foundation for the STARS banquet.

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

5. Elizabeth Stampede Rodeo Board

Mr. Davidson introduced the Elizabeth Stampede Rodeo Board Members Kevin Whitacre and Allison Almquist. Discussion followed.

6. Discussion and possible action regarding the appointment of Cynthia Thye to the Planning Commission as a voting member with a term through 12/31/2027

Ms. Thye introduced herself to the Board.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to appoint Cynthia Thye to the Planning Commission as a voting member with a term through 12/31/2027.

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

7. Interview Trustee Candidates

Board members interviewed applicants, Steven Freer, Amanda Facilla, Michael Schroder, and Anthony Malacrida.

8. Discussion and possible appointment of a new Trustee with a term through November 5, 2024



Motion made by Trustee Einspahr, seconded by Mayor Pro Tem Secrist, to postpone an appointment of a Trustee to the next meeting of February 27, 2024.

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

9. Discussion and possible action on Resolution 24R10, a Resolution to amend and designate "No Parking" Zones in the Town of Elizabeth from November 1st to May 1st of each year

Mr. DeVol provided a Staff report.

Motion made by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R10, a Resolution to amend and designate "No Parking" Zones in the Town of Elizabeth from November 1st to May 1st of each year.

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

### MANAGEMENT REPORTS

- Town Administrator Patrick Davidson did not have anything to add.
- Trustee Mayer-Opl inquired about Independence Water.
- Community Development Director Zach Higgins.
  - Mr. Higgins said that the department is quite busy.
  - Main Street Board of Directors (MSBOD) voted Linda Bulmer as President and Brandon Jeffress as Vice President.
  - MSBOD will shift budgeted funds to cover the cost of purchasing the Locable program.
  - The Historic Advisory Board is busy working on numerous projects.
  - 2 Plat revisions for Legacy Village will be coming to the Board in the future.
  - Code updates will come to the Board in the future.
  - Mayor Payne asked if all voting Planning Commission seats are filled.
  - Mr. Higgins stated there is 1 non-voting seat open on the Planning Commission.
- Public Works Director Mike DeVol
  - A street sweeper has been purchased for the Town.
  - 2 electronic sign trailers have been purchased for the Town.
  - Public Works has two Water and Wastewater positions open.
  - A new employee has been hired in Public Works.
  - Snow removal is going well.
  - Public Works is working to clean up salt/sand.
  - Mr. DeVol answered Mr. Freer's question on the location of the Town trail system.



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- Trustee Einspahr asked about pipe stacked on Pine Ridge.
- Trustee Mayer-Opl thanked Public Works for doing an excellent job during the snowstorm.
- Chief of Police Jeff Engel
  - Chief Engel let the Board know that an agreement for dog impoundment has been entered into with Wags N Walks in Franktown.
  - Chief Engel told the Board that Jenny Case did a fantastic job managing the agreement process with Wags N Walks.
  - Chief Engel said that the Police Department will be working with the Municipal Court system on impoundments.
  - Chief Engel let the Board know that Officers have moved to 12-hour shifts.
  - One potential officer candidate has moved onto the psychological testing step of the hiring process.
  - A second potential officer candidate is moving through the background check step of the hiring process.
  - Chief Engel commented that it had been a very busy weekend for the Police Department.
  - Officers and SROs have been busy at the High School.
  - The Police Department will be attending webinars on juvenile custodial interviews.
  - Chief Engel gave some information on a Conference he attended in Broomfield.
  - Chief Engel stated that the Police Department is looking into the Colorado Information Sharing program.
  - The department is working to get crime numbers up to date.
  - The department has completed tactical combat care training.
  - Trustee Einspahr asked about Flock cameras.
  - Mayor Payne asked how long after new officers are hired it would be before 12-hour shifts can change.
  - Student Liaison Levato thanked Officer Herbel for keeping the High School safe.
  - Discussion on SWAT tiers.
- Town Clerk Michelle Oeser
  - Ms. Oeser let the Board know that CORE Electric has donated \$500 towards the Town's Birthday Bash Movie Night.
  - Ms. Oeser explained the circumstances that occurred with Ms. Ternus's CORA request.



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- The Board unanimously agreed to show the Cars movie at the Town Birthday Bash.

### BOARD OF TRUSTEE REPORTS

- Mayor Payne thanked the Board for their confidence in appointing her as Mayor.
- Mayor Payne thanked Mayor Pro Tem Secrist for covering and running meetings for the time between Mayors.

### STUDENT LIAISON REPORT


- Student Liaison Lavato informed the Board of the success of Wish Week at the High School.
- Ms. Lavato stated that Hunter's Legacy was very fun.
- Brave the Shave was successful again this year.
- Tickets have gone on sale for the High School play, *Mean Girls*.

### MINUTES

6. Minutes of the Main Street Board of Directors Board Meeting of December 11, 2023

### ADJOURNMENT

Motion by Trustee Belongia, seconded by Trustee Einspahr, to adjourn the meeting at 9:30 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.

  
Town Clerk Michelle Oeser

  
Mayor Tammy Payne

