



TOWN COUNCIL WORK SESSION & REGULAR MEETING

Zoom Webinar and Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MINUTES WORK SESSION & REGULAR MEETING Tuesday, January 10, 2023, at 6:00 PM

Present:

Mayor:

Matthew Fries

Mayor Pro-tem:

Stephen Gagliardi

Council Members:

Frank Baszler

Dennis 'Zeke' Kane

Michelle Duda

David Bruen

Absent:

Audience: Valorie Hessler & Melody Person

Staff:

Nicholas Wharton, Town Manager

Lindsay Radcliff-Coombes, Deputy Town Manager

Abdul Barzak, Town Planner

Nancy Mueller CPA, Finance Director

Leah Vanarsdall, Town Clerk

John Zacklene, Public Works Director

Jim Gerdeman, Police Chief

Marly Lynn Macsalka, Town Attorney

A. CALL TO ORDER WORK SESSION

The Goal of the Work Session is to have the Town Council receive information on topics of Town business from the Town Manager, Town Attorney and Town Staff in order to exchange ideas and opinions regarding these topics.

1. Pledge of Allegiance

2. Pg 4 - Liaison Appointment Roles and Expectations

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

B. CALL TO ORDER REGULAR MEETING

1. Roll Call

2. Agenda Review by Town Manager

3. Consent Calendar

The Consent Calendar is intended to allow the Town Council to spend time and energy on the important items and not routine actions. A Council Member may request an item on this calendar to be "pulled" off the Consent Calendar and considered separately as a regular agenda item. Items remaining on the Consent Calendar will be approved by Town Council with one vote.

MOTION WAS MADE BY Council Member Kane, seconded by Council Member Duda to Approve the Consent Calendar. All Council Members present voting Yes,

MOTION PASSED

a. Pg 5 - 12.13.22 Minutes

b. Pg 10 - Resolution 2023-01R: Amending the Code of Conduct and Ethics to Add a New Section 13 Regarding Conduct at Meetings

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

c. Pg 22 - Town Council Mission and Vision

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

d. Pg 24 - Resolution 2023-02R: Posting Locations for 2023

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

e. Pg 26 - Resolution 2023-03R: NISP 19th Interim Agreement

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

f. Pg 38 - Approval and Ratification of Kissinger & Fellman, P.C., Representation Agreement

4. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-Tem Gagliardi, seconded by Council Member Kane to Approve the Agenda. All Council Members present voting Yes,

MOTION PASSED

5. Public Comment

The purpose of the Public Comment is for members of the public to speak to the Town Council on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minutes for those attending in person or an appropriate time as deemed by the Mayor. The Town Council is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Town Council, please state your name and address and sign-in.

NONE

6. Council Member Comments

7. Reports

Council approval may be sought for administrative actions in association with staff reports.

- a. Town Attorney
- b. Town Staff
- c. Town Management
- d. Council Members Liaisons
- e. Mayor

C. TOWN COUNCIL

1. Pg 41 - Salary Study Presentation and Action

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-Tem Gagliardi, seconded by Council Member Duda to Approve the proposed General Government Pay Schedule . All Council Members present voting Yes,

MOTION PASSED

MOTION WAS MADE BY Mayor Pro-Tem Gagliardi, seconded by Council Member Baszler to Approve the proposed Sworn Police Step Plan. All Council Members present voting Yes,

MOTION PASSED

MOTION WAS MADE BY Council Member Baszler, seconded by Council Member Meyers to include Mr. Wharton as part of this Salary Review and to add the \$12,000.00 to his contract. All Council Members present voting Yes,

MOTION PASSED

2. Pg 60 - Agreement for Grant of Easement (1018 Mahogany Way, LLC)

- Legislative
- Staff Presentation: Abdul Barzak, Town Planner

MOTION WAS MADE BY Council Member Kane, seconded by Council Member Duda to Approve the Agreement for Grant of Easement (1018 Mahogany Way, LLC) as proposed for the next five years and allow staff to negotiate a permanent easement agreement.

YEAS: Fries, Gagliardi, Duda, Kane, Meyers, Bruen

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NAYS: Baszler

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MOTION PASSED

3. Pg 69 - Town of Severance Proposed Gun Range

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Public Comment: Janet Oliver-8505 CR 84 & Christina Person-8637 CR 84

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Kane to not build the proposed gun range at the Town-owned site disclosed in the 2023 Capital Improvements Plan. All Council Members present voting Yes,

MOTION PASSED

4. Pg 72 - Colorado State Highway 392 & Weld County Road 23 Intersection Improvement Project Equipment Procurement

- Legislative
- Staff Presentation: Abdul Barzak, Town Planner

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Baszler to Approve Colorado State Highway 392 & Weld County Road 23 Intersection Improvement Project Equipment Procurement. All Council Members present voting Yes,

MOTION PASSED

5. Pg 77 - Mayor Pro-Tem Appointment

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Council Member Duda nominates Council Member Kane for Mayor Pro-Tem - Council Member Kane accepts the nomination

Mayor Pro-Tem Gagliardi nominates Council Member Bruen for Mayor Pro-Tem - Council Member Bruen declines the nomination

All Council Members present vote Yes, Council Member Kane will now become the Mayor Pro-Tem for one year.

6. Pg 78 - Town Council Liaison Appointments

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Bruen to Approve the continuance of the current appointment of the liaisons as listed for the Boards and Commissions for an additional one year term.

YEAS: Fries, Gagliardi, Duda, Baszler, Meyers, Bruen

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ABSENT: Kane

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MOTION PASSED

7. Pg 79 - Initial Review and Determination - Ethics Complaints - In re: Councilor Baszler

- Discussion
- Staff Presentation: Mary Lynn Macsalka, Town Attorney

Council Member Baszler recused himself at 8:09 pm - returned at 8:36 pm

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Bruen, Council makes the FINDINGS that the Ethics Complaints - In re: Councilor Baszler aren't actionable in accordance with Section 10.C of the Ethics Code. All Council Members present voting Yes,

MOTION PASSED

D. COUNCIL MEMBER PETITIONS

Council Members may ask for items to be added to future agendas.

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Bruen for the Mayor and the Mayor Pro-Tem to review the Town Manager's current contract, reestablish that and send it to the Council within thirty (30) days.

YEAS: Fries, Gagliardi, Duda, Kane, Meyers, Bruen

ABSENT: Baszler

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MOTION PASSED

E. ADJOURN

8:55 pm

TOWN OF SEVERANCE

Matthew Fries, Mayor



ATTEST:


Leah Vanarsdall, MMC, Town Clerk