TOWN COUNCIL WORK SESSION & MEETING
Zoom Webinar and/or Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

WORK SESSION & MEETING MINUTES

Tuesday, September 12, 2023, at 6:00 PM

Present:

Mayor:	Matthew Fries
Mayor Pro-tem:	Dennis 'Zeke' Kane
Council Members:	Frank Baszler Stephen Gagliardi Michelle Duda Dan Meyers David Bruen-virtual

Absent:

Audience: Pat Ryan and Dave Leschinsky

Staff:

Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Shani Porter, Town Planner
Nancy Mueller CPA, Finance Director
Leah Vanarsdall, Town Clerk
Keith Martin, Town Attorney-Virtual
Bill Cornelius, Community Development Director
Jim Gerdeman, Chief of Police

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

The Pledge was led by Army Vietnam Veteran Dave Leschinsky - 1st Air Cav-Crew Chief & Helicopter Gunner

2. **Pg 4 - Printed Communications**
    - Discussion
    - 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 Baszler, seconded by Council Member Gagliardi to amend the Consent Calendar by moving 3.b. Resolution 2023-36R to the Regular Agenda

YEAS: Gagliardi, Fries, Meyers, Bruen, Kane, Baszler **6**
NAYS: Duda **1**

MOTION PASSED

a. **Pg 5 - 8.22.23 Minutes**

4. **Approval of Agenda**

MOTION WAS MADE BY Council Member Baszler, seconded by Council Member Gagliardi to Approve the Agenda as amended moving Item 3.b. Resolution 2023-36R to Agenda Item 1 and removing Agenda Item D.5 for CAB to review. 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.

6. **Council Member Comments**

Council Member Duda asked for a MOMENT of SILENCE for 9-11

7. **Pg - 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. PROCLAMATION

1. **Pg 12 - National Preparedness Month Proclamation**

D. TOWN COUNCIL

1. **Pg 9 - Resolution 2023-36R: A Resolution of the Town Council of the Town of Severance, Colorado, Cancelling the November 7, 2023, Town of Severance Regular Municipal Election and Declaring the Offices of Mayor and Councilors Elected**

   MOTION WAS MADE BY Council Member Duda, seconded by Council Member Meyers to Approve **Resolution 2023-36R**: A Resolution of the Town Council of the Town of Severance, Colorado, Cancelling the November 7, 2023, Town of Severance Regular Municipal Election and Declaring the Offices of Mayor and Councilors Elected. All Council Members present voting Yes,

   MOTION PASSED

2. **Pg 13 - Resolution 2023-37R: A Resolution of the Town council of the Town of Severance, Colorado, finding Substantial Compliance of an Annexation Petition for Certain Property located in Weld County, Colorado and Setting a Public Hearing on the Petition in Accordance with the Municipal Annexation Act of 1965**

   - Quasi-Judicial
   - Staff Presentation: Shani Porter, Town Planner

   MOTION WAS MADE BY Council Member Baszler, seconded by Council Member Meyers to Approve **Resolution 2023-37R**: A Resolution of the Town council of the Town of Severance, Colorado, finding Substantial Compliance of an Annexation Petition for Certain Property located in Weld County, Colorado and Setting a Public Hearing on the Petition in Accordance with the Municipal Annexation Act of 1965 amending the hearing date from September 12, 2023 to November 14, 2023. All Council Members present voting Yes,

   MOTION PASSED

3. **Pg 20 - Ordinance 2023-11: An Ordinance of the Town Council of the Town of Severance, Colorado, Amending Article 8 of the Severance Municipal Code pertaining**

to the Citizen Advisory Board for the Town of Severance, Colorado

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Kane to Adopt **Ordinance 2023-11**: An Ordinance of the Town Council of the Town of Severance, Colorado, Amending Article 8 of the Severance Municipal Code pertaining to the Citizen Advisory Board for the Town of Severance, Colorado. All Council Members present voting Yes,

MOTION PASSED

4. **Pg 28 - Resolution 2023-38R: A Resolution by the Town Council of Severance, Colorado, Approving a Town-Issued Credit Card Policy for the Mayor**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Duda to Approve **Resolution 2023-38R**: A Resolution by the Town Council of Severance, Colorado, Approving a Town-Issued Credit Card Policy for the Mayor . All Council Members present voting Yes,

MOTION PASSED

5. **Pg 31 - Resolution 2023-39R: A Resolution by the Town Council of Severance, Colorado, Approving A Reimbursement Policy for the Town Council**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Duda, seconded by Council Member Meyers to Approve **Resolution 2023-39R**: A Resolution by the Town Council of Severance, Colorado, Approving A Reimbursement Policy for the Town Council. All Council Members present voting Yes,

MOTION PASSED

6. **Pg 35 - Ordinance 2023-12: An Ordinance of the Town Council of the Town of Severance, Colorado, Setting Compensation and Authorizing Participation in Benefits for the Mayor and Town Council**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Agenda Item removed for CAB Review

E. COUNCIL MEMBER PETITIONS

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

None

F. ADJOURN

7:45 pm

TOWN OF SEVERANCE

Matthew Fries, Mayor

Town of Severance Town Seal
Incorporated 1920
Severance, Colorado

ATTEST:

Leah Vanarsdall, MMC, Town Clerk