



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, January 23, 2024, at 6:00 PM

Present:

Mayor:

Matthew Fries

Mayor Pro-tem:

Michelle Duda

Council Members:

Brittany Vandermark

Craig Joseph

Stephen Gagliardi

Dan Meyers

David Bruen

Absent:

Audience: T. Russell, Danil Brock, Curt & Mary Bender, Colin McManus, Leance Nichols, Mike Mansfield & Fred Schmidt

Staff:

Nicholas Wharton, Town Manager

Lindsay Radcliff-Coombes, Deputy Town Manager

Nancy Mueller CPA, Finance Director

Leah Vanarsdall, Town Clerk

Mary Lynn Macsalka, Town Attorney

Ken Chavez, 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

2. Pg 4 - Council Petition Guidelines and Responsibilities

- 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 Mayor Pro-tem Duda, seconded by Council Member Bruen to Approve the Consent Calendar. All Council Members present voting Yes,

MOTION PASSED

a. Pg 10 - 01.09.24 Minutes

b. Pg 15 - November Payables

c. Pg 19 - November Financials

d. Pg 66 - Resolution 2024-06R: A Resolution of the Town Council of the Town of Severance, Colorado, Approving the Professional Services Agreement for 2023 Audit Services Agreement for 2023 Audit Services with the Adams Group, LLC

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

4. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Vandermark to Approve the Agenda as presented. 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.

Mike Mansfield - Casa Loma Resident

6. Council Member Comments

7. Pg 74 - Reports

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

a. Town Attorney

b. Town Staff

c. Town Management

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Vandermark to Approve the Town Manager to go ahead and complete the the Grant with our funding for WCR 19/74. All Council Members present voting Yes,

MOTION PASSED

d. Council Members Liaisons

e. Mayor

C. TOWN COUNCIL

1. Pg 89 - SAFEbuilt 2023 Recap

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
Russ Weber-Chief Inspector/Regional Manager & Regina Olson-Permit Tech/Plans Examiner/Building Inspector Present

2. Pg 97 - **Ordinance 2024-01**: An Ordinance of the Town Council of the Town of Severance, Colorado, Enacting a New Article 4 of Chapter 4 of the Severance Municipal Code pertaining to Development Impact Fees, and Repealing Certain Sections in Appendix A of the Severance Municipal Code

PUBLIC HEARING: Open: 8:25 pm Closed: 8:25 pm - No Comments

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Meyers to Adopt **Ordinance 2024-01**: An Ordinance of the Town Council of the Town of Severance, Colorado, Enacting a New Article 4 of Chapter 4 of the Severance Municipal Code pertaining to Development Impact Fees, and Repealing Certain Sections in Appendix A of the Severance Municipal Code. All Council Members present voting Yes,

MOTION PASSED

3. Pg 174 - **Resolution 2024-07R: A Resolution of the Town Council of the Town of Severance, Colorado, Approving the Cobb Lake Regional Water Treatment Authority Creation Agreement by and among the Towns of Severance, Eaton, Windsor, and the Fort Collins-Loveland Water District, and Authorizing the Creation of such Authority**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Meyers to Approve **Resolution 2024-07R**: A Resolution of the Town Council of the Town of Severance, Colorado, Approving the Cobb Lake Regional Water Treatment Authority Creation Agreement by and among the Towns of Severance, Eaton, Windsor, and the Fort Collins-Loveland Water District, and Authorizing the Creation of such Authority. All Council Members present voting Yes,

MOTION PASSED

4. Pg 204 - Town Council Annual Code of Conduct and Ethics Review

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Town Concil Annual Code of Conduct and Ethics Review will be brought back to ratify on a February Consent Agenda

D. COUNCIL MEMBER PETITIONS

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

A Town Hall State of the Town will be held on Tuesday, February 27th at 6:00 pm

E. ADJOURN

8:35 pm



ATTEST:

Leah Vanarsdall
 Leah Vanarsdall, MMC, Town Clerk

TOWN OF SEVERANCE

Matthew Fries
 Matthew Fries, Mayor