



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, April 9, 2024, at 6:00 PM

Present:

Mayor:

Matthew Fries

Mayor Pro-tem:

Michelle Duda

Council Members:

Stephen Gagliardi (Virtual)

Dan Meyers

Briattany Vandermark

David Bruen

Craig Joseph

Absent:

Audience: Pat Ryan and Alicia Louie

Staff:

Nicholas Wharton, Town Manager

Lindsay Radcliff-Coombes, Deputy Town Manager

Shani Porter, Town Planner

Leah Vanarsdall, Town Clerk

Mary Lynn Macsalka, Town Attorney (virtual)

Scott McHenry, Town Attorney (Virtual)

Ken Chavez, Chief of Police

Sarah Jacobsen, Deputy Town Clerk

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-Josh Burke

2. Pg 4 - Watering Restrictions

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

B. CALL TO ORDER REGULAR MEETING

1. Roll Call

2. Agenda Review by Town Manager

Town Manager asked to change the Agenda to add a third Executive Session

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 Vandermark, seconded by Council Member Bruen to Approve the Consent Calendar. All Council Members present voting Yes,

MOTION PASSED

a. Pg 9 - 3.26.24 Minutes

4. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Vandermark to Approve the Agenda as amended to add a third Executive Session. 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.

Pat Ryan-1689 Maseca Plaza Way

6. Council Member Comments

The new Clearview Library had a great Grand Opening on April 6th. Many people were in attendance.

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. PROCLAMATION

- 1. Pg 14 - National Crime Victims' Rights Week - April 21-27, 2024
- 2. Pg 16 - Arbor Day Proclamation

D. TOWN COUNCIL

1. PUBLIC HEARING

Pg 17 - Ordinance 2024-05: An Ordinance of the Town of Severance Vacating a Portion of the Alley Right-of-Way on Block 2, Town of Severance Town Plat, Located Between Second Avenue and Third Avenue West of First Street

- Legislative
- Staff Presentation: Shani Porter, Planning Director

PUBLIC HEARING: Open: 6:56 pm Closed: 7:02 pm

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Meyers to Adopt **Ordinance 2024-05:** An Ordinance of the Town of Severance Vacating a Portion of the Alley Right-of-Way on Block 2, Town of Severance Town Plat, Located Between Second Avenue and Third Avenue West of First Street. All Council Members present voting Yes,

MOTION PASSED

- 2. **Pg 24 - Ordinance 2024-06: Dedicating as Public Right-of-Way a Parcel of Land Located Along the West Side of Block 1, Town of Severance Plat, Between E. Harmony Road and Third Avenue, Commonly Known as Railroad Avenue**

- Legislative
- Staff Presentation: Shani Porter, Planning Director

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Meyers to Adopt **Ordinance 2024-06:** Dedicating as Public Right-of-Way a Parcel of Land Located Along the West Side of Block 1, Town of Severance Plat, Between E. Harmony Road and Third Avenue, Commonly Known as Railroad Avenue. All Council Members present voting Yes,

MOTION PASSED

3. Pg 30 - Resolution 2024-21R: Approving the Severance Municipal Works Subdivision Plat for Certain Real Property Located Within Block 2, Town of Severance Plat; and Dedicating Utility Easements Thereon

- Legislative
- Staff Presentation: Shani Porter, Planning Director

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Meyers to Approve **Resolution 2024-21R**: Approving the Severance Municipal Works Subdivision Plat for Certain Real Property Located Within Block 2, Town of Severance Plat; and Dedicating Utility Easements Thereon. All Council Members present voting Yes,

MOTION PASSED

4. Pg 35 - Resolution 2024-22R: Fee Schedule Update

- Legislative
- Staff Presentation: Leah Vanarsdall, Town Clerk

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Vandermark to Approve **Resolution 2024-22R**: A Resolution of the Town Council of the Town of Severance, Colorado, Adopting the Town of Severance Fee Schedule with the amendment of Chicken Permits to be lowered to \$0.00. All Council Members present voting Yes,

MOTION PASSED

5. Pg 46 - Renaming Weld County Roads Discussion

- Legislative
- Staff Presentation: Lindsay Radcliff, Deputy Town Manager
This Agenda Item was continued for a future Work Session.

6. Pg 53 - Utility Fees Ordinance Discussion

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
Direction given to Staff and the Town Attorney to bring a revised Ordinance to the April 23, 2024, Town Council Meeting

7. Pg 64 - Transportation Utility Fee Discussion

Discussion Held

E. COUNCIL MEMBER PETITIONS

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

None

F. EXECUTIVE SESSION

MOTION WAS MADE BY Mayor Pro-tem Duda, seconded by Council Member Joseph to ADJOURN INTO EXECUTIVE SESSION as shown below: All Council Members present voting Yes,

MOTION PASSED

- 1. Executive Session pursuant to C.R.S. 24-6-402(b) and (e)(I) for purposes of conferring with the Town Attorney to receive legal advice on specific legal questions regarding the Northern Integrated Supply Project and related contracts, and for purposes of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, regarding same.**

2. Executive Session pursuant to C.R.S. 24-6-402(b) for purposes of conferring with the Town attorney to receive legal advice on specific legal questions regarding the Town's water supply, treatment, storage and service.
3. Executive Session pursuant to C.R.S. §§ 24-6-402(4)(a) and 24-6-402(e)(I) for purposes of (1) discussing a potential sale of Town-owned real property located near the intersection of WCR 84 and WCR 19, and (2) determining positions relative to matters subject to negotiations, developing strategy for negotiations, and instructing negotiators, regarding the potential sale of such property.

G. ADJOURN

8:01 pm



Incorporated 1920
Severance, Colorado

ATTEST:

A handwritten signature in blue ink, reading "Leah Vanarsdall".

Leah Vanarsdall, MMC, Town Clerk

TOWN OF SEVERANCE

A handwritten signature in blue ink, reading "Matthew Fries".
Matthew Fries, Mayor