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

SPECIAL MEETING MINUTES

Tuesday, February 25, 2025, at 5:00 PM

Present:

Mayor:	Matthew Fries
Mayor Pro-tem:	Brittany Vandermark
Council Members:	Dan Meyers
	David Bruen
	Stephen Gagliardi (Arrived at 5:03 p.m.)
	Tad Borrett
Absent:	Craig Joseph
Audience:	

Staff:
Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Ken Chavez, Police Chief
John Zacklene, Public Works Director
Kayli Adams, Events & Communications Coordinator

A. CALL TO ORDER SPECIAL MEETING (5:00 PM)

1. Roll Call

2. Pledge of Allegiance

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.

3. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Bruen to approve the agenda. All Council Members present voting Yes.

MOTION PASSED

4. **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.

No attendees wished to speak.

5. **Council Member Comments**

B. TOWN COUNCIL

1. **Pg. 3 - Resolution 2025-06R: Appointing Adam Stephens as Presiding Municipal Judge of the Town of Severance Municipal Court**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Council Member Gagliardi joined the meeting at 5:03 p.m.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Meyers to Approve **Resolution 2025-06R:** Appointing Adam Stephens as Presiding Municipal Judge of the Town of Severance Municipal Court. All Council Members present voting Yes.

MOTION PASSED

2. **Pg. 9 - Ordinance 2025-06: Establishing the Annual Salary of the Presiding Municipal Judge of the Town of Severance Municipal Court**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Meyers to Adopt **Ordinance 2025-06:** Establishing the Annual Salary of the Presiding Municipal Judge of the Town of Severance Municipal Court. All Council Members present voting Yes.

MOTION PASSED

3. **Pg. 12 - Resolution 2025-07R: Appointing Holly Coulehan and Thomas Joaquin as Alternate Municipal Judges for the Town of Severance Municipal Court**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Borrett to Approve **Resolution 2025-07R:** Appointing Holly Coulehan and Thomas Joaquin as Alternate Municipal Judges for the Town of Severance Municipal Court. All Council Members present voting Yes.

MOTION PASSED

4. **Pg. 21 - Ordinance 2025-07: Establishing the Compensation of the Alternate Municipal Judges of the Town of Severance Municipal Court**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Bruen to Adopt **Ordinance 2025-07:** Establishing the Compensation of the Alternate Municipal Judges of the Town of Severance Municipal Court. All Council Members present voting Yes.

MOTION PASSED

C. ADJOURN

The meeting adjourned at 5:17 p.m.

TOWN OF SEVERANCE, COLORADO

Matthew Fries, Mayor

ATTEST:

Sarah Jacobsen, Town Clerk

Town of Severance Town Seal
Incorporated 1920
Severance, Colorado