



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, February 11, 2025, at 5:00 PM

Present:

Mayor: Matthew Fries
Mayor Pro-Tem: Brittany Vandermark
Council Members: Dan Meyers
David Bruen
Craig Joseph
Stephen Gagliardi
Tad Borrett

Absent:

Audience: Alyce Keyes, Skyler Dahlinger, Jeff Wilson, Erica Romberg

Staff:

Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Shani Porter, Planning Director
Sarah Jacobsen, Town Clerk
Mary Lynn Macsalka, Town Attorney
John Tucker, Police Sergeant

A. CALL TO ORDER WORK SESSION (5:00 PM)

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. Pg. 4 - Renaming Severance Owned and or Maintained Roads

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

B. CALL TO ORDER REGULAR MEETING (6:00 PM)

1. Roll Call

2. Pledge of Allegiance

3. Agenda Review by Town Manager

4. 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.

5. Approval of Agenda

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

MOTION PASSED

6. 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.

Public comment opened at 6:03 p.m. residents Alyce Keyes and Skyler Dahlinger spoke about light pollution caused by permanent lights on homes and buildings and the negative effects these lights are having on their home lives. Both residents asked Council to consider amending the town's code regulating the lights and use. No additional speakers were present, and public comment was closed at 6:08 p.m.

7. Council Member Comments

8. Reports

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

a. Town Attorney

b. Town Staff

c. Town Management

Town Manager Nick Wharton spoke to Council about the appointment of the Municipal Judge and Associate Judges. Council will hold a Special Meeting on February 25, 2025, at 5:00 p.m. to appoint the Judges before the 6:00 p.m. State of the Town.

d. Council Members Liaisons

e. Mayor

C. TOWN COUNCIL

1. PUBLIC HEARING

Pg. 18 - Ordinance 2025-03: Text Amendment to the Land Use Code requiring two points of vehicular access for a subdivision

- Legislative
- Staff Presentation: Shani Porter, Planning Director

The public hearing opened at 6:44 p.m. no one in attendance wished to speak and the public hearing closed at 6:50 p.m.

MOTION WAS MADE BY Mayor Pro-Tem Vandermark, seconded by Council Member Borrett to Adopt Ordinance 2025-03: Text Amendment to the Land Use Code requiring two points of vehicular access for a subdivision. All Council Members present voting Yes.

MOTION PASSED

2. **Pg. 27 - Ordinance 2025-04: Repealing and Reenacting Article 4 of Chapter 8 Regarding Vehicle Parking Enforcement**

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

MOTION WAS MADE BY Mayor Pro-Tem Vandermark, seconded by Council Member Bruen to Adopt Ordinance 2025-04: Repealing and Reenacting Article 4 of Chapter 8 Regarding Vehicle Parking Enforcement. All Council Members present voting Yes.

MOTION PASSED

3. FIRST READING

Pg. 35 - Ordinance 2025-05: Repealing and Reenacting Article I of Chapter 8 of the Severance Municipal Code Regarding Adoption of the 2024 Model Traffic Code for Colorado

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

MOTION WAS MADE BY Mayor Pro-Tem Vandermark, seconded by Council Member Meyers to Approve Ordinance 2025-05: Repealing and Reenacting Article I of Chapter 8 of the Severance Municipal Code Regarding Adoption of the 2024 Model Traffic Code for Colorado. All Council Members present voting Yes.

MOTION PASSED

4. **Pg. 54 - Resolution No. 2025-05R Appointing an Interim Town Attorney and Approving and Ratifying a Legal Services Agreement Between the Town and Wilson Williams LLP**

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

MOTION WAS MADE BY Mayor Pro-Tem Vandermark, seconded by Council Member Meyers to Approve Resolution No. 2025-05R Appointing an Interim Town Attorney and Approving and Ratifying a Legal Services Agreement Between the Town and Wilson Williams LLP. All Council Members present voting Yes.

MOTION PASSED

D. COUNCIL MEMBER PETITIONS

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

Council Member Meyers petition the regulation of permanent residential lighting.

E. ADJOURN

The meeting was adjourned into Executive Session at 7:53 p.m.

F. EXECUTIVE SESSION

1. **Executive Session Pursuant to C.R.S. § 24-6-402(4)(a) and (4)(e)(I) for purposes of discussing the potential lease, transfer, or sale of real property located at 312 and 336 First Street in the Town of Severance, and to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pertaining thereto.**

MOTION WAS MADE BY Mayor Pro-Tem Vandermark, seconded by Council Member Bruen to adjourn into **Executive Session** Pursuant to C.R.S. § 24-6-402(4)(a) and (4)(e)(I) for purposes of discussing the potential lease, transfer, or sale of real property located at 312 and 336 First Street in the Town of Severance, and to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pertaining thereto.. All Council Members present voting Yes.

MOTION PASSED

TOWN OF SEVERANCE, COLORADO

Matthew Fries, Mayor

ATTEST:

Sarah Jacobsen, Town Clerk

