



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

MEETING MINUTES
Tuesday, November 11, 2025, at 7:00 PM

Mayor:	Matthew Fries
Mayor Pro-tem:	Brittany Vandermark
Council Members:	David Bruen Craig Joseph Stephen Gagliardi Tad Borrett Karen Hessler
Audience:	Joe Pirrone, Tanner Hayes, Cassidy White
Staff:	Nicholas Wharton, Town Manager Lindsay Radcliff-Coombes, Deputy Town Manager Sarah Jacobsen, Town Clerk Ken Chavez, Police Chief Geoff Wilson, Town Attorney (Virtually)

A. CALL TO ORDER REGULAR MEETING (7:00 PM)

1. Roll Call

Present:
Mayor Matthew Fries, Mayor Pro Tem Brittany Vandermark, Council Member David Bruen, Council Member Craig Joseph, Council Member Stephen Gagliardi, Council Member Tad Borrett, Council Member Karen Hessler

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.

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

MOTION PASSED

- a. Pg. 4 - Town Council Minutes 10.14.25
- b. Pg. 7 - Resolution 2025-44R: A Resolution of the Town Council of the Town of Severance, Colorado, ratifying the appointments of Cherilyn Barringer, Caitlin Evans, and Michael Kessler to the Board of Trustees of the Clearview Library District for terms commencing on January 1, 2026
- c. Pg. 9 - Resolution 2025-45R: A Resolution of the Town Council of the Town of Severance, Colorado, approving delinquent receivable accounts to the Weld County Treasurer for collection as a lien against the subject properties
- d. Pg. 11 - September Financials
- e. Pg. 59 - September Payables

5. 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

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.

1. Joe Pirrone, a representative of Soaring Eagle Ranch, submitted a proposal to the Town Council asking for a 50/50 cost-sharing for the subdivision's road maintenance.

7. Council Member Comments

Council Member Gagliardi requests an appropriation of \$18,160 to purchase two solar-powered trail counters for the Great Western Trail from the Council discretionary fund.

Council Member Gagliardi motioned to approve the \$18,160 from the Town Council discretionary fund to purchase two trail counters for the Great Western Trail, seconded by Council Member Hessler. All present voted yes.

8. 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

Mayor Fries requested an appropriation from the Council's discretionary fund in the amount of \$12,000 to cover lobbyist fees for the Town's zip code initiative.

Council Member Hessler motioned to approve the \$12,000 from the Town Council discretionary fund for lobbyist fees for the Town's zip code initiative, seconded by Council Member Gagliardi. All present voted yes.

B. TOWN COUNCIL

1. Pg. 112 - Poudre Valley REA Presentation

Tanner Hayes, a representative from Poudre Valley REA, spoke to the Town Council about the organization and thanked the Town for the partnership.

2. Pg. 113 - Water Supply Master Plan

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Cassidy White with WestWater Research addressed the Town Council with a presentation on the Severance Water Supply Master Plan findings. Mayor Fries asked for a future Work Session for Council to discuss this item further.

3. Pg. 114 - Resolution 2025-46R: A Resolution of the Town Council of the Town of Severance, Colorado, approving the amended and restated Water Service Agreement with the North Weld County Water District

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Town Council added an Executive Session Pursuant to C.R.S.24-6-402(4)(e)(I) instructing negotiators and developing a negotiating position, and C.R.S.24-6-402(4)(e) acquisition of interests in property relating to North Weld WSA. The Town Council moved this item to the end of the agenda.

MOTION WAS MADE BY Council Member Gagliardi, seconded by Council Member Borrett to Move Resolution 2025-46R: A Resolution of the Town Council of the Town of Severance, Colorado, approving the amended and restated Water Service Agreement with the North Weld County Water District to item nine. All Council Members present voting Yes.

MOTION PASSED

4. Pg. 149 - Parks Master Plan Committee

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Town Manager Wharton asks for direction from the Town Council on creating the Parks

Master Plan Committee.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, to make the Parks Mater Plan Committee the Citizen Advisory Board (CAB), seconded by Council Member Gagliardi to Approve Parks Master Plan Committee as CAB. All Council Members present voting Yes.

MOTION PASSED

5. Pg. 150 - Ordinance 2025-26: An Ordinance of the Town Council of the Town of Severance, Colorado, changing the composition of the Youth Council

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to Adopt Ordinance 2025-26: An Ordinance of the Town Council of the Town of Severance, Colorado, changing the composition of the Youth Council. All Council Members present voting Yes.

MOTION PASSED

6. Pg. 153 - 2026 Proposed Water/Wastewater/Stormwater/Transportation Rates

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

7. Pg. 159 - 2026 Proposed Fee Schedule

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

8. Pg. 171 - 2026 Proposed Budget

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
On page 215 of the packet, there is a scrivener's error showing the Land Use Advisory Board, and it should be the Youth Council budget item.

9. Resolution 2025-46R: A Resolution of the Town Council of the Town of Severance, Colorado, approving the amended and restated Water Service Agreement with the North Weld County Water District

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager
This item was added during the meeting, which was also item three, and will be addressed after the Town Council returns from Executive Session.

C. COUNCIL MEMBER PETITIONS

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

Mayor Fries requests a Work Session to address Mr. Pirrone's Soaring Eagle Ranch proposal

D. EXECUTIVE SESSION

- 1. Pursuant to C.R.S.24-6-402(4)(e)(I) instructing negotiators and developing a negotiating position, and C.R.S.24-6-402(4)(e) acquisition of interests in property relating to North Weld WSA**

MOTION WAS MADE BY Council Member Gagliardi, seconded by Mayor Pro-tem Vandermark to adjourn into executive session Pursuant to C.R.S.24-6-402(4)(e)(I) instructing negotiators and developing a negotiating position, and C.R.S.24-6-402(4)(e) acquisition of interests in property relating to North Weld WSA. All Council Members present voting Yes.

MOTION PASSED

E. TOWN COUNCIL

- 1. MOTION WAS MADE BY Council Member Gagliardi, seconded by Mayor Pro-tem Vandermark to table the final agreement until all engineering is addressed and complete and the WSA between North Gate and North Weld Water District has been reached. All Council Members present voting Yes. MOTION PASSED**

F. ADJOURN

Meeting adjourned at 11:32 p.m.

TOWN OF SEVERANCE

Matthew Fries, Mayor

ATTEST

Sarah Jacobsen, Town Clerk

