



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, March 24, 2026, at 5:00 PM

Mayor: Matthew Fries
Mayor Pro-tem: Brittany Vandermark
Council Members: David Bruen
Craig Joseph
Stephen Gagliardi
Karen Hessler
Josh Ochs
Audience: Fire Division Chief Sandra Friedrichsen, Dale Gasland, Christine McDaniel
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Ken Chavez, Police Chief
Andrew Rogers, Town Attorney

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

1. Roll Call

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

2. Pledge of Allegiance

3. Agenda Review by Town Manager

Town Manager Nicholas Wharton requests to reschedule item E, Work Session with Planning Commission, due to multiple illnesses and the availability of the Commissioners.

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 Gagliardi to Approve the Consent Calendar. All Council Members present voting Yes.

MOTION PASSED

- a. Pg. 3 - Town Council Meeting Minutes 3.10.26
- b. Pg. 7 - February 2026 Financial Statements
- c. Pg. 48 - February 2026 Payables
- d. Pg. 51 - Resolution 2026-12R: A Resolution for the Town Council of the Town of Severance, Colorado, appropriating funds from fund balance

5. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Bruen to Approve Agenda, removing item E. 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.

No public comment.

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 Nicholas Wharton asks the Town Council how they would like him to proceed with Pivot Structures and its lease agreement with the Town. Pivot has asked for a 3–6 month extension on the lease or a more permanent lease that would include a partnership with the Town for Pivot Structures. Council was in agreement to give Pivot an extension and have a Work Session on future ideas with Pivot Structures.

d. Council Members Liaisons

e. Mayor

B. TOWN COUNCIL

1. Pg. 65 - Planning Commissioner Appointment

- Legislative, Discussion
- Staff Presentation: Shani Porter, Planning Director

This item was continued to the Town Council meeting on April 14, 2026, due to applicants being unable to attend tonight's Council meeting.

2. Pg. 75 - Comprehensive Plan Advisory Committee Appointments

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Ochs to Approve Comprehensive Plan Advisory Committee as the members of the Citizen Advisory Board with the addition of Christine McDaniel. All Council Members present voting Yes.

MOTION PASSED

3. Pg. 97 - Ordinance 2026-02: An Ordinance of the Town Council of the Town of Severance, Colorado, Adopting the 2025 Colorado Wildfire Resiliency Code and adopting the 2025 Colorado Wildfire Resiliency Code Map

- Legislative
- Staff Presentation: Shani Porter, Planning Director

Public comment opened, and no one was present for comments.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to Adopt Ordinance 2026-02: An Ordinance of the Town Council of the Town of Severance, Colorado, Adopting the 2025 Colorado Wildfire Resiliency Code and adopting the 2025 Colorado Wildfire Resiliency Code Map. All Council Members present voting Yes.

MOTION PASSED

4. Pg. 139 - NISP Twenty-Second Interim Agreement Participation

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Ochs to remove the Town's participation 100% from the NISP Twenty-Second Interim Agreement. All Council Members present voting Yes.

MOTION PASSED

C. COUNCIL MEMBER PETITIONS

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

Council Member Hessler petitioned for an Ordinance on e-bikes, motobikes, and e-scooters in the interests of public safety.

D. ADJOURN

The meeting adjourned at 7:00 p.m.

E. WORK SESSION WITH PLANNING COMMISSION

This item will be rescheduled for a future date when the Planning Commissioners can attend.

ATTEST


Sarah Jacobsen, Town Clerk



TOWN OF SEVERANCE


Matthew Fries, Mayor