



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 28, 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: Clearview Library Director Erica Rose, Nicole Fritz, Jenna Mills, Severance Chamber Representatives: Lisa Myklak, Gary Martin, Deborah Maresca
Staff: Nicholas Wharton, Town Manager
Sarah Jacobsen, Town Clerk
Ken Chavez, Police Chief
Andrew Rogers, Town Attorney

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 - Council Member Petition Policy

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

1. Roll Call

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

2. Pledge of Allegiance

3. Proclamation

- a. Pg. 6 - Mental Health Month
- b. Pg. 7 - National Police Week
- c. Pg. 8 - Professional Municipal Clerks Week
- d. Pg. 9 - Small Business Week

4. Pg. 10 - Arbor Day Winners

5. Agenda Review by Town Manager

6. 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 Bruen, seconded by Mayor Pro-tem Vandermark to Approve Consent Calendar. All Council Members present voting Yes.

MOTION PASSED

- a. Pg. 11 - Town Council Meeting Minutes 4.14.26
- b. Pg. 15 - March 2026 Financial Statements
- c. Pg. 56 - March 2026 Payables

7. Approval of Agenda

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

MOTION PASSED

8. 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.

9. Council Member Comments

10. 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 informed the Town Council that there are no meeting items for May 26th, 2026, and asked if the Council would like to cancel the meeting. The Town Council agreed to cancel the May 26, 2026, meeting. Also, the June 23, 2026, meeting will be canceled due to the Town Council attending the annual Colorado Municipal League conference in Westminster.

d. Council Members Liaisons

e. Mayor

C. TOWN COUNCIL

1. Pg. 98 - Clearview Library Presentation

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Clearview Library Director Erica Rose presented to Council statistics and library use data.

2. Pg. 104 - Resolution 2026-06R: A Resolution of the Town Council of the Town of Severance, Colorado, approving an Intergovernmental Agreement between the Town of Severance, Colorado, and the City of Thornton, Colorado, for an Emergency Raw Water Interconnection

- Legislative
- Staff Presentation: Shani Porter, Planning Director

Town Attorney Andrew Rogers presented the item and answered questions.

MOTION WAS MADE BY Council Member Hessler, seconded by Mayor Pro-tem Vandermark to Approve Resolution 2026-06R: A Resolution of the Town Council of the Town of Severance, Colorado, approving an Intergovernmental Agreement between the Town of Severance, Colorado, and the City of Thornton, Colorado, for an Emergency Raw Water Interconnection. All Council Members present voting Yes.

MOTION PASSED

D. COUNCIL MEMBER PETITIONS

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

E. ADJOURN

Adjourned into Executive Session at 7:00 p.m.

F. EXECUTIVE SESSION

1. **Considering the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, pursuant to §24-6-402(4)(a), C.R.S., with regard to certain property in downtown Severance.**

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO Considering the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, pursuant to §24-6-402(4)(a), C.R.S., with regard to certain property in downtown Severance. All Council Members present voting Yes.

MOTION PASSED

2. **Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, pursuant to C.R.S. §24-6-402(4)(a), and for the purpose of determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. §24-6-402(4)(e)(I), and conferences with Town Attorney for the purposes of receiving legal advice on specific legal questions, pursuant to C.R.S. §26-6-402(4)(b), with regard to the Wastewater Treatment Service Agreement with the Town of Windsor**

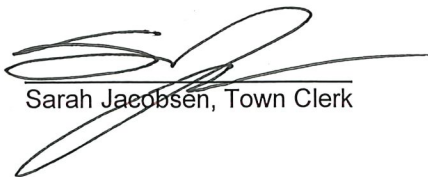
MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Hessler to ADJOURN INTO Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, pursuant to C.R.S. §24-6-402(4)(a), and for the purpose of determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. §24-6-402(4)(e)(I), and conferences with Town Attorney for the purposes of receiving legal advice on specific legal questions, pursuant to C.R.S. §26-6-402(4)(b), with regard to the Wastewater Treatment Service Agreement with the Town of Windsor. All Council Members present voting Yes.

MOTION PASSED

TOWN OF SEVERANCE

Matthew Fries, Mayor

ATTEST


Sarah Jacobsen, Town Clerk

