Regular Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
April 21, 2025, 7:00 P.M.

Join Zoom Meeting
https://us06web.zoom.us/j/84099460216?pwd=OaARfINaIHvao5nivflKycJ6ZtGbyn.1

1. CALL TO ORDER: 7:00 P.M.

a. Pledge of Allegiance
b. Roll Call – Mayor Nothem; Trustees: Howton, Fulton, Agripino, Garza, Howard
   Absent: Trustee Shutt
c. Dan Dean, Town Administrator, Brenda Joseph, Town Clerk/Treasurer

2. APPROVAL OF THE REGULAR AGENDA:

Motion – Trustee Howard, Motion to approve the Regular Agenda, **2nd – Trustee Fulton.** All voted Aye. **Motion carried (5-0).**

3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

None

4. CONSENT AGENDA:

a. Board of Trustee Minutes for March 24, 2025
b. Board of Trustee Minutes for April 7, 2025
c. Bills for Approval
d. Leave Report
e. Quarterly Financial Report

Motion – Trustee Agripino, Motion to approve the Consent Agenda, **2nd – Trustee Howton, Roll Call Vote** Trustee: Howton-yes, Fulton-yes, Agripino-yes, Garza-yes, Howard-yes **Motion carried (5-0).**

5. OLD BUSINESS:

None

6. NEW BUSINESS:

a. Country Meadows Sketch Plan Discussion

Town Planner Carrie McCool, McCool Development Solutions, explained that tonight

Also, Tom Parko explained that there is a proposed trail on 14th Street. Town Planner Carrie McCool explained that the Board of Trustees can consider submitting a cost assessment for cash in lieu for the trail at a later date for what they feel is appropriate.

After briefly discussing the process and timeline, Mayor Nothem and the Board of Trustees expressed their interest in the proposed project. Mayor Nothem commented that it is important to hook up to the Town water and Town Sewer the right way, also to have the HOA's as well as to make sure the neighbors are all on board. Mike Hager, Element Engineering, commented that they will need a lift station for the proposed development which will have to go through the State's permitting process which can take a year. Also, Town Planner Carrie McCool, McCool Development Solutions reminded the Board of Trustees about Quasi-judicial meetings.

No action was taken.

b. Red Tierra/Section 20 Pre Annexation USR Comments

Town Administrator Dean explained that the Town has been in discussions with Red Tierra/Section 20 regarding annexing Section 20 located north of WCR 42 between WCR 29 and Highway 60. The owners have submitted a Use by Special Review (USR) for Open Mining and processing of minerals (aggregate mining and batch plant) in the Agricultural Zone District. The USR was considered by the Weld County Planning Commission on March 4, 2025, wherein the Commission recommended approval with conditions as follows "The applicant shall submit evidence of a Pre-annexation Agreement with the Town of Gilcrest. This Agreement shall be between the Town of Gilcrest and the applicant, and Weld County will not take part in said Agreement. (Department of Planning Services)." He further explained that Austin Flanigan, an attorney with Town Attorney Corey Hoffmann's office, will work with representatives from Red Tierra/Section 20 to develop an agreement of understanding as to the terms for a pre-annexation agreement.

Brief discussion took place regarding the Board of County Commissioners hearing on March 26, 2025, considering a Use by Special Review USR for the gravel mine was continued at the request of the applicant until April 23, 2025. The reason for the continuance was to give the applicant an opportunity to work through all the conditions of approval, including the condition related to the submittal of evidence of a Pre-annexation Agreement with the Town.

Town Planner Carrie McCool, McCool Development Solutions asked if Mayor Nothem was planning to attend the hearing on April 23, 2025, at 10:00 am in Greeley? Mayor Nothem responded that he will be attending, and Town Administrator Dean responded that he will be attending as well. Trustee Agripino responded that he would attend too. Carrie McCool commented that she would send the 2025 Gravel Mine & Water Storage map, and the Gilcrest Response dated February 23, 2025, to Town Administrator Dean. He responded that he would forward them on to Mayor Nothem and the Board of

Weld County Commissioner. Mayor Nothem also mentioned that he recalls she tried to help the Town in the past with the ground water issue. Trustee Garza commented that she has sent Lori Saine a message to contact Town Administrator Dean about the job.

Mayor Nothem commented to Trustee Agripino that it may be a conflict of interest since Lori Saine has contacted him directly. Trustee Agripino responded he will not be on the hiring committee.

After discussion, Mayor Nothem and the Board of Trustees asked Town Administrator Dean to please contact Ms. Klusmire to thank her for her interest in the job and to let her know that they do not plan to proceed with her proposal. Also, they asked him to change the Town Administrator Job Announcement to show that it is a full-time position with benefits instead of part-time. Also, they asked that the initial hourly pay rate be $35.00 an hour.

No action took place.

e. Town Clean Up

Town Administrator Dean reported that Staff believe that Saturday, May 10, 2025, and Saturday, May 17, 2025, would work best and this would give Town Staff time to notify residents of the cleanup days as well. He further explained that Waste Connections has provided a quote of $2,037.50 for three dumpsters on May 10, 2025, and two dumpsters on May 17, 2025.

After a brief discussion, Mayor Nothem and the Board of Trustees asked Town Administrator Dean to please move forward with everything for Saturday, May 10, 2025, and Saturday, May 17, 2025.

No action was taken.

f. Service Contracts

Trustee Agripino explained to Mayor Nothem and the Board of Trustees that this was his request, but it is no longer necessary to discuss it due to it has already been covered.

7. REPORTS:

a. Police Report

Mayor Nothem asked if the Board has any questions and/or concerns about the written Police Report that Chief Carl Dwyer has provided. Trustee Fulton responded that she would like them to do something about the parking at the Gilcrest Elementary School during pick-up time. She further explained that it seems cars are parked where they should not be. Also, Trustee Fulton asked if they could do something about the parking



TOWN OF GILCREST

ATTEST:

Steve Nothem, Mayor

Brenda Joseph, Town Clerk