Regular Meeting Agenda of The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall

August 18th, 2025 at 7:00 P.M.

1. CALL TO ORDER at 7:01 p.m.:
   A. Pledge of Allegiance:
   B. Roll Call: Mayor Nothem; Mayor Pro-Temp Trustee Agripino; Trustees: Fulton, Garza, Howard, Howton, Shutt
   C. Also Present - Lori Saine, Interim Town Administrator; Bob Choate, Town Attorney; Hana Ciembronowicz, Town Clerk/Treasurer; Bob Meisner, Public Works Supervisor; Aaron Hanson, Public Works.
   D. Present for a Portion of the Meeting: Laura Meisner; The Castillo Family, Owners of Carniceria Mexico; Kim Bloeman, Superintendent Weld RE-1; Tracy Villa, Mama Ruth's Pizza.
   E. Present by Zoom: Menda Ide
2. APPROVAL OF THE REGULAR AGENDA:
   A. Motion was made to approve an amended agenda adding item E. Signage on Railroad and Ash
   B. Motion – Trustee Garza, 2nd – Trustee Fulton. Unanimous voice vote. Motion carried (6-0).
3. NEW BUSINESS:
   A. Colorado Energy Compact – **Motion – Trustee Agripino** to approve the expenditure to send Town Clerk Ciembronowicz as Gilcrest's representative to the Colorado Energy Compact Collection with Mayor Pro-Tem Agripino and Interim Town Administrator Saine as backup. **2nd – Trustee Garza**. Roll Call Vote: Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).
   B. Policy for Retaining Executive Session Records – **Motion – Trustee Howard** to retain the executive session record SD card in the fireproof safe the Town Hall for six months**. 2nd – Trustee Shutt**. Unanimous voice vote. **Motion carried (6-0).**
   C. Purchase and Procurement Policy Updates – **Motion – Trustee Agripino** to update our standards of purchasing to the linked document**. 2nd – Trustee Howard**. Roll Call Vote: Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).
   D. Consideration of Contract to buy and sell real estate at 19750 County Road 31, Gilcrest CO 80623 for use of a Town Hall and authorize the Mayor to sign. [Comps] – Motion – Trustee Agripino to buy and sell real estate and for the mayor to sign as provided in the contract. 2nd – Trustee Shutt. **Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).**
   E. Signage on Railroad – **Motion – Trustee Howard** to approve signage expenditure for Public Works up to $1,000. **2nd – Trustee Fulton**. **Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).**
4. EXECUTIVE SESSION: (If Needed) For the purposes of receiving advice regarding consideration of buying and selling real estate at 19750 County Road 31, Gilcrest, CO 80623
   A. Not needed
5. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

(This time is allowed for individuals to address the Board on anything that is not listed on the Agenda. If you would like your issue to be placed on a future agenda, please make the Board aware. Speakers are limited to three (3) minutes and the information offered will be taken under consideration. No discussion or responses will be given during this period.)

   A. Menda Ide – Provided comment on Carniceria Mexico parking, drainage, and paving.

6. CONSENT AGENDA - **Motion – Trustee Howton** to approve the consent agenda. **2nd – Trustee Fulton**. Roll Call Vote: **Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).**
   A. Board of Trustees Regular Meeting Minutes for August 4th, 2025
   B. Board of Trustees Special Meeting Minutes for August 4th, 2025
   C. Board of Trustees Special Meeting Minutes for August 7th, 2025
   D. Bill and Reports for Approval

7. OLD BUSINESS:
   A. Digital Safety Summit - **Motion – Trustee Howton** to send Trustee Garza to the Digital Safety Summit training. **2nd – Trustee Howard**. Roll Call Vote: **Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).**
   B. Sewer – Viewed video of sewer service, confirmation of next steps, and discussion of opportunities.
   C. Gilcrest Daze – Trustee Garza provided an update on Gilcrest Daze.

8. REPORTS:
   A. Police Report – No questions
   B. Interim Town Administrator
      - Valley High FFA and Aaron Hanson from Public Works will be honored with the Gilcrest Appreciation Award.
      - Interim Town Administrator gave an update on the meeting with the Superintendent of Schools of RE-1, the wood shop teacher at Valley View High School, and the OEM plan meeting with the outgoing Gilcrest / Platteville Fire Chief.
   C. Town Trustees
      - Trustee Agripino – Provided an update on the beautification committee concerning trees and donation.
      - Trustee Fulton – A request for code enforcement of weeds and police enforcement of expired tags.
      - Trustee Garza – Acknowledged the positive changes with the new Interim Town Administrator, Town Attorney, and Town Clerk / Treasurer
      - Trustee Howard – Requested clarification of commercial sound ordinances concerning Kelley Dewatering and Construction.
   D. Public Works – Public works requested to spend funds to purchase a new line locator. **Motion – Mayor Pro-Tem Agripino** motion to authorize Public Works to purchase a new line locator. **2nd – Trustee Shutt**. Roll Call Vote: **Trustee Agripino - Aye, Trustee Fulton – Aye, Trustee Garza – Aye, Trustee Howton – Aye, Trustee Howard – Aye, Trustee Shutt – Aye. Motion carried (6-0).**

9. ADJOURNMENT:
   - Adjourned at 8:03 p.m.

ATTESTED BY:

Steve Nothem, Mayor

Hana Ciembronowicz, Town Clerk

TOWN OF GILCREST SEAL COLORADO