Regular Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
December 9, 2024, 7:00 P.M.

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

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

2. APPROVAL OF THE REGULAR AGENDA:

Motion – Trustee Howton, Motion to approve the Regular Agenda amending it to add New Business 6i. Hazard Mitigation Plan, **2nd – Trustee Fulton.** All voted Aye. **Motion carried (5-0).**

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

Linda Shutt explained that she lives at 14486 County Road (CR) 42, Platteville, CO. and is at the Board meeting tonight to submit her letter of interest to request to be on the Board of Trustees. She explained that although her address is listed as Platteville for mail purposes, she does live just outside the Town of Gilcrest. She is also on the Town of Gilcrest's Voter List.

Next Courtney Edmondson, 904 Vine Street, Gilcrest, CO. explained that she is at the Board meeting tonight to submit her letter of interest as well to request to be on the Board of Trustees.

Mayor Nothem welcomed both to the meeting and thanked them both for their letter of interest. He then explained that after the recent election there is one vacant seat on the Board and that the Board can consider their request to be on the Town Board right after the Appointment of the Mayor Pro-Tem.

4. CONSENT AGENDA:

a. Board of Trustee Minutes for November 18, 2024
b. Bills for Approval
c. Leave Reports

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

5. OLD BUSINESS:

a. Second Reading - Ordinance 2024-02, Special Use Permit for Keeping Animals

Town Administrator Dean explained that the Town Board directed Staff to draft an ordinance permitting large animals within the Town of Gilcrest. During the first reading of the ordinance the Board directed that two changes be made to the ordinance. He further explained that Ordinance 2024-02 as revised is submitted for your consideration. The first change increased the upper limit of acreage from two and nine tenths (2 & 9/10) acres to three (3) acres. The second change increased the number of animals to three (3).

Motion – Trustee Howton, Motion to approve Ordinance 2024-02, An Ordinance Amending Chapter 7 of the Town of Gilcrest Municipal Code, Amending Section 7-92 and by the Addition of a new Section 7-102, on Second Reading
2nd – Trustee Howard, All voted Aye. **Motion carried (5-0).**

6. NEW BUSINESS:

a. Oath of Office for Newly Elected Trustees

Town Administrator Dean explained that the November 5, 2024, Election for the Town of Gilcrest included the position of Mayor, five seats for Trustee, and a ballot issue considering eliminating term limits for elected officials. He further reported that no one filed a regular petition to run for Mayor. Steve Nothem declared his intention to run as a write-in candidate after the deadline passed to submit a regular petition. As a write-in candidate he received 36 votes.

Also, he explained that there were four candidates running for five (5) vacant Trustee seats. The three (3) candidates with the highest vote totals receive four (4) year terms. The individual with the fourth highest vote total receives a two (2) year term. He further reported that according to the certification notice from Weld County Anna Garza, Manny Agripino, and Brandi Howard were elected to four (4) year terms. Laura Fulton was elected to a two (2) year term. The ballot question eliminating term limits was defeated, the vote being 96 Yes/For and 278 No/Against.

Mayor Nothem explained that next Town Clerk Joseph will swear in the elected Board members.

After taking their Oath of Office as the Town of Gilcrest Board of Trustees, Annette (Anna) Garza, Manuel (Manny) Agripino, Brandi Howard and Laura Fulton took their seats as Board of Trustees.

Next, after taking his Oath of Office, Mayor Nothem then took his seat as Mayor for the Town of Gilcrest.

b. Appointment of Mayor Pro-Tem
Mayor Nothem explained that now that we have the Newly elected Board sworn in, the new Board of Trustees will now need to pick a Mayor Pro-Tem. He further explained to the Board of Trustees that if any of them were interested in being the Mayor Pro-Tem please let them know now. He also asked Trustee Agripino if he would be willing to continue as the Mayor Pro-Tem if the rest of the Board of Trustees were to appoint him? Trustee Agripino responded yes.

Motion – Trustee Garza, Motion to appoint Trustee Manny Agripino as the Mayor Pro-Tem. **2nd – Trustee Fulton,** All voted Aye. **Motion carried (4-0).** Trustee Agripino abstained from the vote.

Next, Mayor Nothem asked Linda Shutt for her letter of interest and asked her to introduce herself to the Board of Trustees.

Linda Shutt explained that she has been a resident of the Town of Gilcrest for fourteen years. She has never served on a Board of any capacity and is excited to bring new ideas and perspectives to the Board.

Mayor Nothem then asked Courtney Edmondson for her letter of interest and asked her to introduce herself to the Board of Trustees as well.

Courtney Edmondson explained that her and her husband bought their home in the Town of Gilcrest two and half years ago and they have four children. They also own a small business, mobile pet grooming. She is interested in becoming a Board member to help by volunteering, make new connections and continue to help make Gilcrest the family community it is. She explained that she has not been on a Board before, but she has had HOA Management experience.

Trustee Garza asked Linda Shutt what had caused her interest in volunteering for the Town. Linda Shutt responded by explaining that up until recently she has always worked but she is now semi-retired and will have more time to be on the Board.

Trustee Howard asked Courtney Edmond if she thought she would be okay attending the evening Board meetings. Courtney responded that she would be fine with it.

Motion – Trustee Howard, Motion to appoint Linda Shutt as Board of Trustee, **2nd – Trustee Garza.** All voted Aye. **Motion carried (5-0).**

After the vote to appoint her, Linda Shutt took her Oath of Office as a Town of Gilcrest Board of Trustee and then took her seat as a new Trustee.

Mayor Nothem and the Board of Trustees thanked Courtney Edmondson for submitting her letter of interest and attending the Board meeting. She thanked them and left the meeting.

c. Mountain High Disposal – Presentation

Mayor Nothem and the Board of Trustees welcomed Chase Master, Mountain High Disposal, LLC to the Board meeting.

Chase Master thanked the Board and explained that he is also joined tonight by a couple other representatives from their company. He introduced Mark Master and John K. He explained that Mountain High Disposal is a locally owned and operated company, out of Ault Colorado. They were established in 2021. They have a customer base of over 20,000 and are growing. They provide residential, commercial, and industrial services. He further explained that, recently they acquired Bunting Disposal, Inc, this past summer 2024, so they now have a new location in Evans, CO. They have relocated their office to 3315 State Street, Evans, CO. It is the former Bunting Disposal location.

Also, Chase Master, Mountain High Disposal, further explained that the building that they would potentially like to put in the Town of Gilcrest is a trash transfer station. He explained that they plan to have the building include a shop and office as well. He added that he has included a picture of one of their buildings in the packet he passed out. The building that they would like to build would be made of tin due to it is easier to maintain. If the Board is interested, they would like to put a similar building on the West of Highway 85, the Southwest Section of a parcel of land off CR 40. He added that they also have their customer service office in the City of Evans, so they have a local office for customers to contact, if needed.

In addition, Mayor Nothem asked if they will only support their trash trucks or will others be able to drop off items at the trash transfer station? Chase Master responded that others will be able to pay a fee to drop off at the site and it will be available for individuals as well.

Additionally, Trustee Agripino asked if this would interfere with the Town's current contract for trash pickup services that they have with Ram Waste Systems Inc.? Town Administrator Dean responded that the Town would continue to honor the current contract with Ram Waste Systems Inc., but it is totally up to the individual/residents on who they choose for their trash services.

Furthermore, Town Administrator Dean explained that nothing is official and that there are specific procedures in place for this that they will be following such as subdividing the land, zoning needs to be amended from I-1 to I-2, a public hearing is required along with additional steps. He added that the presentation tonight is more of a "get to know you" presentation. Trustee Agripino added that they are here to present their idea to the Board to see if the Board of Trustees would be interested in potentially having their business located in the Town of Gilcrest before they move forward with discussions and the expense of having a site plan developed done which can be expensive.

Mayor Nothem asked if the Board had any additional questions for them? He added that from the response of the Board, he and the Board are interested in seeing more of their project information so if they would like to go to the next step they are interested.

Also, Mark Master, Mountain High Disposal, explained that he wanted to mention that their buildings are cleaned every night. Trustee Agripino asked where do they dump the waste? They explained that it is brought to the Weld County landfill/dump site. Mark Master also explained that they like to do as much as possible locally. They also bank locally as well.

Trustee Agripino explained that he does not want to say much else as he is somewhat a part of this project.

Mayor Nothem and the Board of Trustees thanked them for their presentation.

No action was taken.

d. Resolution No. 2024 – 08 A Resolution Levying Property Taxes

Mayor Nothem explained that the Board has been working with Town Administrator Dean and Staff on the proposed 2025 Budget for fiscal year 2025.

Town Administrator Dean explained that this is the resolution that allows Town Clerk/Treasurer Joseph to certify the mill levy to the county. Also, due to the TABOR amendment and the Town's De-Brucing, the total mill remains consistent year to year at 31.586 mills. The general fund will now receive the entire 31.586 mills, generating $313,762.40 in general fund property tax revenue. He further explained that this resolution needs to be enacted so that Weld County knows what mill levy to assess.

Also, he explained that the current year's assessed valuation has reduced from the previous year's assessed valuation, and he has adjusted this in the Budget for 2025. He added that due to oil and gas not reporting early it has reduced the assessed valuation.

Motion – Trustee Howton, Motion to approve Resolution 2024 – 08 A Resolution setting the mill levy for the 2025 budget. **2nd – Trustee Fulton,** All voted Aye. **Motion carried (6-0).**

e. Resolution No. 2024 – 09 A Resolution Appropriating Sums of Money for the 2025 Budget Year

Town Administrator Dean explained that this is the resolution that allows funds to be spent in 2025. This resolution needs to be enacted so the money budgeted can be spent.

Motion – Trustee Howton, Motion to approve Resolution 2024 - 09 A Resolution Appropriating Sums of Money for the 2025 Budget Year **2nd – Trustee Howard,** All voted Aye. **Motion carried (6-0).**

f. Resolution No. 2024 – 10 A Resolution Summarizing Expenditures and Revenues

Town Administrator Dean explained that this is the resolution that formally adopts the 2025 budget. He added that while we try to anticipate everything having a financial impact on the Town and adopt a budget that is adequate for the entire year, the Board can always amend the budget at any time during the budget year if circumstances or priorities change. He further explained that if so, the Board would have to advertise and hold a public hearing before doing so.

Motion – Trustee Garza, Motion to approve Resolution 2024 - 10 A Resolution Summarizing Expenditures and Revenues **2nd – Trustee Howton,** All voted Aye. **Motion carried (6-0).**

g. Sewer Project Bid Award

Town Administrator Dean explained that Duran Excavation was the only bidder on the sewer project. The original bid amount from Duran was $5,075,453.00, far in excess of the Town's available funding. He further explained that Mike Hager, Project Manager with Element Engineering, with the approval of the United States Department of Agriculture (USDA), negotiated a reduction in the contract by reducing the scope of services in the project. He pointed out that a memo from Mike Hager has been included in the Board packet outlining the work to be completed and a summary of the cost. He added that he has also included a Notice to Award.

Additionally, Town Administrator Dean further explained that Mike Hager has included in his memo that the Town of Gilcrest currently has $2,952,247.00 in funding for the construction part of the project. With Durans bid coming in over the funding amount, and the town not wanting to risk losing the funding, USDA agreed to allow the town to reduce the scope and negotiate with Duran Excavating to complete the highest priority portions of the project. The reduced scope will include the replacement of both the 8th Street and 12th Street lift stations along with a few of the collection system line replacements. With this reduction in scope the negotiated cost from Duran Excavating is $ 2,719,914.00 which will leave $ 232,333.00 in contingency for unforeseen items which may arise during construction.

Also, he explained that Mike Hager, mentioned in his memo to the Board of Trustees and Town Staff that Element Engineering's Staff has worked with Duran Excavating in the past and they are a reputable company and have been in business for over forty-five years.

In addition, Town Administrator Dean reported that last Thursday, December 5, 2024, Mike Hager, contacted him to discuss possibly reducing the scope even further due to

cost. There are different options for the Board to discuss such as reducing the scope by possibly replacing one lift station instead of two and/or increasing the monthly sewer fee by possibly increasing them by $15.00 - $30.00 annually. Mike Hager would figure out the breakdown on this and what the cost would then be for the sewer fees/user fee.

Also, Trustee Garza asked if this would impact the entire Town or a portion of the Town. Public Works Supervisor Meisner responded that it will impact the entire Town. He further explained the lift stations have been there since the early eighties.

Additionally, Trustee Agripino mentioned can the Town get a bond to help with this? Town Administrator Dean responded that he has shared this with Chris La May, Regional Manager, Division of Local Government/Department of Local Affairs (DOLA). He also explained that Mike Hager, Element Engineering, discussed this morning, December 9, 2024, that they could do a loan but either way it will increase the user fees.

Furthermore, Trustee Agripino asked what would happen without doing all that had been planned. Public Works Supervisor Meisner explained that if a lift station goes bad it will be even more costly. Trustee Howard commented that they will eventually have to do something as this could affect them in other ways too such as their health and/or possibly harm the water.

In addition, Mayor Nothem commented to remember that the Sewer Fund has to pay for itself. In this case by paying back a loan. Also, Trustee Agripino asked how long they have to decide. Town Administrator Dean responded that the grant the Town has received has a time frame on it. It has to be utilized by February 2025 so they will need to decide soon. Mayor Nothem added they will need to decide what the minimum charge will be to the customers/user fee each month. In addition, Trustee Garza asked who the funding is through. Town Administrator Dean responded by explaining that the Town has a loan through the Department of Local Affairs (DOLA) and a grant and a loan through the United States Department of Agriculture (USDA). The Town started getting the funding for this project in 2020-2021 and the design for it was done during covid with the funds the Town received from the American Rescue Plan Act (ARPA), State and Local Fiscal Recovery Funds (SLFRF).

Also, Trustee Agripino suggested that they investigate the cost if they increase the user rates by $15.00-$30.00. He then asked what would happen if they did not do anything. He added he is wondering how much further they can go.

In addition, Mayor Nothem suggested that they could consider making a $15.00 per month increase now and an additional $15.00 per month increase at a little later date, if it turns out that they need a $30.00 increase.

After discussion, Mayor Nothem and the Board of Trustees asked Town Administrator Dean to please ask Mike Hager, Project Manager, with Element Engineering to please figure out what the cost would be to potentially increase the sewer rates/user fees for

the Town by $15.00 or $30.00 monthly and they would like to continue the discussion to the Monday, January 6, 2025 Board Meeting.

No action was taken.

h. Central Colorado Conservancy District IGA

Town Administrator Dean explained that the Town Board met with Central Colorado Water Conservation District (CCWCD) staff in late February this year, 2024. The consensus from that meeting was to enter into an Intergovernmental Agreement (IGA). He added that the Town sent a list of topics to be covered in the IGA in September/ October 2024. The response the Town received was pared down considerably. Carrie McCool, Town Planner, has prepared a memo covering the issues. He added that due to its size he had to send it in a separate email.

Additionally he pointed out that Town Planner Carrie McCool has outlined three options for their consideration as potential Board Action considering that CCWCD is not interested in entering into an IGA of any substance, the Board could take the following actions: first, they could Enter into an IGA with CCWCD pursuant to the revised IGA terms received on November 4, 2024 and provide review comments to Weld County through the USR referral process. All associated costs would be covered by the Town. Second, they could decline to enter into an IGA with CCWCD and provide review comments to Weld County through the USR referral process. All associated costs would be covered by the Town. Third, the could direct Staff to review the materials submitted on November 4, 2024, and develop recommended next steps and/or generate comments to protect the Town's interests for CCWCD to address. All associated costs would be covered by the Town.

Trustee Agripino asked what about option number 4. He suggested what if the Board/Town does not do anything. Will it cost the Town money too. Trustee Howard and Trustee Garza commented they were wondering too. Town Administrator Dean responded that there really is nothing the Town has that CCWCD needs or wants.

After discussion, Mayor Nothem and the Board of Trustees asked Town Administrator Dean to please summarize option four and send it to Mayor Nothem and let him know when the date is for him and Town Administrator Dean to show up at the hearing with Weld County and they can testify on behalf of the Town.

I. Hazard Mitigation Plan

Town Administrator Dean explained that the Town has received a request from Weld County Office of Emergency Management to participate in an emergency management planning process that was received after the Board packets were sent out.

Also, he explained that to participate in the project both the Board of Trustees and Town Staff will be expected to devote several hours to the planning process. He further explained that Public Works Supervisor Meisner and himself will be the two that will be expected to devote the most time to the project. He also pointed out that he has handed out a Letter of Intent to Participate for their review. It is up to the Board if they would like to participate.

Trustee Garza commented that the letter is stating this is a Federal Emergency Management Agency (FEMA) issue, so they are working on it too. She also asked if they had given the Town the 2021 Hazard Mitigation Plan (HMP). Trustee Howard responded that we have it in place already. This will save some time, money, and effort. Trustee Garza mentioned that she was wondering what the time frame was for this. In addition, Trustee Howard asked Public Works Supervisor Meisner if he would like them to participate since it is him that is most affected by this from the sounds of it. Public Works Supervisor Meisner responded yes; he does not have any problem with it.

Town Administrator Dean explained that this is the letter of intent that needs to be submitted to Weld County by January 2025 to secure funding. Weld County will start the update to the plan in 2025 and submit the plan to the state for review in the fall of 2026.

Mayor Nothem explained that the Board can choose not to participate in this. He added that he is good with whatever they decide; it is up to them. Trustee Howard then commented that she wondered what the repercussions are from the state and FEMA if they do not participate. Trustee Fulton asked if we knew if the Town of Platteville is participating. Trustee Garza and Trustee Howard commented that their schedules are full and neither of them can commit to participating. Trustee Agripino commented that he would volunteer for this if the Board of Trustees would like to participate in it. Trustee Fulton also asked when was the last time we had one? Trustee Howard also asked how often this happens. She asked Town Administrator Dean if this is every year? Town Administrator Dean replied no.

Motion – Trustee Agripino, Motion to participate in the Hazard Mitigation Plan/Emergency Management planning process and for Mayor Nothem to sign the Letter of Intent to Participate **2nd – Trustee Howton,** Four voted Aye and Two voted nay. **Motion carried (4-2).**

Town Administrator Dean commented that he will get the signed Letter of Intent to Participate sent back to Weld County to let them know that the Town of Gilcrest will participate.

7. REPORTS:

a. Code Enforcement Report

Mayor Nothem asked if the Board has any questions and/or concerns about the Code Enforcement Report. Trustee Garza mentioned that she wanted to comment on hers.

They are not able to put a license plate on the front bumper, there is no place for it, but the truck is licensed. It is her son's vehicle. The proof is on the vehicle, but Code Enforcement Officer Pratt would have to walk up to the vehicle to see it.

Trustee Fulton commented that if there are cars parked in the street with no plates and/or flat tires they cannot park there. Is that correct? Mayor Nothem mentioned that the street is a public right of way. Public Works Supervisor Meisner asked if she is asking about the vehicles off Tenth Street and Vine Street. Trustee Fulton responded yes.

b. Town Administrator

Town Administrator Dean reported that he received a request from Kaitlyn Becker with Calbre Engineering regarding survey data and planning requirements for a solar project at the high school. Also, he coordinated with Mike Hager, Project Manager with Element Engineering and Town Planner Carrie McCool, to supply the requested information.

Next, Town Administrator Dean reported that the Town received a draft boundary agreement from the Town of Milliken. He forwarded the proposal to Town Planner Carrie McCool. She will be working with Milliken Town staff to finalize a proposal for the Board of Trustees to consider at a future meeting.

Also, Town Administrator Dean reported that Dylan Webster is no longer employed by the Town. Aaron Hanson, who has filled in as a temporary employee during Dylan's absence, has succeeded him in the position.

Town Administrator Dean also reported that Dan Alonzo, an engineer with Civil Arts, called inquiring about land uses on a two (2) acre parcel located at the corner of WCR 29 and 4th Street. He added that he sent him the pertinent section of the land use code for him to review with the property owner. Mr. Alonzo inquired about it for cement work which would require a conditional use permit.

Additionally, he reported that Jose Sanchez operates an automobile detail shop at 601 Railroad Street. He is interested in expanding his business to include auto repair.

In addition, he reported that he has received a notice of resignation from Chris Pratt, Code Enforcement Officer. He added that he has asked him to take some time to reconsider. Chris Pratt did not put a date for when he wanted his last workday to be on his resignation letter. He further explained that Chris asked for more time to think about it, so he gave him until the end of this year to get back to him.

Town Administrator Dean concluded his report but reminding the Board of Trustees that the Board moved the Monday, January 20, 2025, Board meeting, to Thursday, January 23, 2025. Also, they will have a work session at 6:00 pm that night with the Town Attorney Corey Hoffmann and then the Board meeting at 7:00 pm. He added that he will

let Corey know that they have an hour for his presentation. Trustee Howard commented that she will not be able to make it to the work session that night.

c. Board of Trustees

Trustee Fulton commented that she wanted to mention that their street has siding in the street and a porta potty due to a resident is having some work done on their home.

Also, Trustee Garza commented that she wanted to suggest that they think about a tree lighting festival and/or parade for the Christmas Holiday next year. She has had residents ask her about this. Also, it is a good time to start thinking about making their plans for Easter, so we have time to properly plan.

In addition, Trustee Garza and Trustee Howard commented that Town residents are complaining about how they were not notified about VERO being in their yards. Town Administrator Dean responded that VERO told the Town Staff they would take care of everything and will properly notify the residents/property owners. He will plan to put something in the January 2025 Newsletter such as a communication from the Vero Community Events Manager, Lacey Mally. He added that it is his understanding she is arranging a open house for residents to share the VERO information with residents.

Additionally, Trustee Howard commented that she has had a couple people approach her about the train's horns when they are crossing. She added that it seems lately they honk their horns two, three or even four times. She explained that they are wondering if something has changed because they used to not hear it as often or at all. Town Administrator Dean commented that he will look into it.

Also, Trustee Agripino asked when we will adopt the 2025 Budget. Mayor Nothem responded that they already did, earlier tonight's meeting. Trustee Agripino responded by apologizing to Town Administrator Dean that they never did his Annual Evaluation. Mayor Nothem commented that they can still do the evaluation for him. He then asked Town Administrator Dean to please send the evaluation form to him and each of the Board of Trustees via e-mail to complete. Also, he asked the Board of Trustees to please complete the evaluation form and e-mail them back to him.

In Addition, Trustee Garza asked Town Administrator Dean if the Town Attorney is up for reappointment. Town Administrator Dean responded yes. He further explained that they will vote on the re-appointment of Town Attorney Hoffmann, Town Municipal Judge Stewart and Town Clerk/Treasurer Joseph at the January 6, 2025, Board Meeting. He added that the Town has not put out bids for the Town Attorney. Trustee Fulton asked why haven't we put out for bids for the Town Attorney. Trustee Howton responded to defend this a bit. We have reviewed all the contracts already. It was discussed that Town Attorney Hoffmann knows the history of the Town and that we would want to take that into consideration. Also, Town Administrator Dean added that Town Attorney Hoffmann raised his rates from $200.00 to $225.00 so it is within the neighborhood of what others are charging. He further explained that as long as the rates are in the

neighborhood it then becomes a matter of service. He also explained that if the Board is unhappy with the service, certainly he'd be happy to help them with that. The average rate for a City/Town Attorney is $225.00 per hour. Trustee Garza asked if Town Attorney Hoffmann is currently handling any legal issues for the Town. Town Administrator Dean responded no not at the time. He added that Town Attorney Hoffmann will be here on Thursday, January 23, 2025, for the work session. He also mentioned that she can decide whether to reappoint him or not. Mayor Nothem commented that the Board did compare the Town Attorney to others and Town Attorney Hoffmann is in the same ballpark as the others.

Mayor Nothem reminded the Board of Trustees that this Thursday, December 12, 2024, is the Holiday Lighting Contest. Please remember to send your 1st, 2nd and 3rd picks via e-mail by end of day Friday, December 13, 2024, to Town Administrator Dean and Town Clerk/Treasurer Joseph. He also asked the Board of Trustees to think about what their expectations of how the growth of the Town should look. How would they like to see the Town grow.

Trustee Fulton asked Town Administrator Dean what time the pizza party is at the Gilcrest Elementary School on Friday, December 20, 2024. She plans to attend on behalf of the Board of Trustees. Town Administrator Dean responded that he will confirm the time and get back to her.

8. EXECUTIVE SESSION: - If Needed

9. ADJOURNMENT:

Motion – Trustee Howton, Motion to adjourn the meeting at 8:50 p.m. on December 9, 2024, **2nd – Trustee Howard.** All voted Aye. **Motion carried (6-0).**

TOWN OF GILCREST

ATTEST:

TOWN OF GILCREST SEAL COLORADO

Steve Nothem, Mayor

Brenda Joseph, Town Clerk