BOARD OF TRUSTEES

441 3rd Street, Mead
Tuesday, November 12, 2024

MINUTES

I. 5:30 p.m.
Work Session: Natural Medicine Healing Centers

II. 6:00 p.m. to 10:00 p.m.
REGULAR MEETING

In accordance with the Town's Remote Participation and Remote Meeting Policy adopted on March 13, 2023 by Resolution No. 21-R-2023, remote participation was enabled for the meeting.

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

1. Call to Order – Roll Call

Present

Mayor Colleen Whitlow
Mayor Pro Tem Chris Cartwright
Trustee David Adams
Trustee Debra Brodhead
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz

Absent

None

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Town Engineer / Public Works Director Erika Rasmussen; Chief of Police Brent Newbanks; Administrative Services Director Mary Strutt; Community Development Director Jason Bradford; and Public Information Officer / Community Engagement Director Lorelei Nelson

Attending via remote access: members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for Golden Police Officer, Evan Dunn, who lost his life in the line of duty and for all veterans who have served their country.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Mayor Whitlow requested that the agenda be amended to include the amended check register (Item 8.b.) and to move Item 7.b. (Snow Plows) to before Item 7.a. (Xcel Energy). Town Attorney McAskin requested to amend the agenda to add an executive session for specific legal questions as Agenda Item 11. to immediately follow Item 10. (Elected Official Reports). This results in "Adjournment" being bumped to Item 12. on the amended agenda.

Motion was made by Trustee Schranz, seconded by Trustee Adams, to approve the amended agenda. Motion carried 7-0, on a roll call vote.

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed construction downtown which includes Comcast, Community Center and private projects. She also indicated that the Mead Place development may become active soon.

6. Informational Items

a. Name the Snowplow Winners

Event and Media Specialist Jacey Reinert introduced the winners of the Name the Snowplow Contest. The elementary students will ride on their named plow for the parade of lights.

b. Xcel Energy Wildfire Mitigation Efforts

Hans Rodvik, Xcel Energy Area Manager, Community & Local Government Affairs, presented the Xcel 2025 – 2027 Wildfire Mitigation Program.

c. November 5, 2024 Municipal Election Unofficial Results

Administrative Services Director / Town Clerk Mary Strutt presented the Unofficial Election Results. Final Results are expected on 11/15/2024

7. Public Comment: *3 minute time limit. Comment is for any item on the agenda unless it is set for public hearing.*

There was no public comment at this time.

8. Consent Agenda: *Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:*

a. Approval of Minutes - Regular Meeting October 28, 2024

b. 3rd Quarter 2024 Investment Activity Report

c. October 2024 Aging Report

d. Check Register November 12, 2024

e. **Resolution No. 85-R-2024 -** A Resolution of the Town of Mead, Colorado, Approving an Intergovernmental Agreement Between the Town of Mead and the Department of Homeland Security, Immigration & Customs Enforcement, Homeland Security Investigations Denver Regarding the Reimbursement of Expenses in Joint Operations

f. **Ordinance No. 1070 -** An Ordinance of the Town of Mead, Colorado, Approving a Deed Conveying and Dedicating Land to the Town for Public Right-of-Way and Accepting the Dedication of the Public Right-of-Way to be Held by the Town in Trust for Public Use (A Portion of the Property Located at 201 Welker Avenue, Mead, Colorado)

g. **Resolution No. 86-R-2024 –** A Resolution of the Town of Mead, Colorado, Approving a Form Revocable Encroachment License Agreement and Authorizing the Town Manager to Approve and Execute the Revocable Encroachment License Agreement on Behalf of the Town in Limited Circumstances

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Adams, to approve the consent agenda. Motion carried 7-0, on a roll call vote.

9. Public Comment: *3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.*

Resident Don Smith discussed the need for a dog park, a police substation and a code enforcement officer.

10. Elected Official Reports

a. Town Trustees

The Trustees had no further comments at this time.

b. Mayor Whitlow

Mayor Whitlow had no further comment at this time.

11. **Executive Session: Pursuant to C.R.S. 24-6-402(4)(b)** for legal advice on specific legal questions pertaining to the Board of Trustees Rules of Procedure and Standards of Conduct.

Motion was made by Trustee Schranz, seconded by Trustee Adams, to enter into Executive Session pursuant to C.R.S. 24-6-402(4)(b) for legal advice on specific legal questions pertaining to the Board of Trustees Rules of Procedure and Standards of Conduct; and further moved to reconvene the November 12, 2024 Regular Meeting at the conclusion of the Executive Session in order to continue with the November 12th Regular Meeting agenda or to adjourn the November 12th Regular Meeting. Motion carried 7-0, on a roll call vote.

Mayor Whitlow called for a 5-minute recess prior to convening the Executive Session at 6:43 p.m.

The Board returned to the Regular Meeting from Executive Session at 7:27 p.m. Those present for the Executive Session were Mayor Whitlow, Trustees Adams, Brodhead, Cartwright, Harris, Parr and Schranz, Town Attorney Marcus McAskin and Town Manager Helen Migchelbrink.

12. **Adjournment**

Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to adjourn the meeting. Motion carried 7-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 8:28 p.m. on Tuesday, November 12, 2024.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD SEAL WELD COUNTY, COLORADO