



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 9, 2023**

REGULAR MEETING

A Regular Meeting of the Town of Olathe Board of Trustees was held as a hybrid meeting on Monday, January 9, 2023. Said meeting was posted in accordance with the Sunshine Law. Mayor Jake Foreman called the Meeting to order at 7:02 P.M. and lead the Pledge of Allegiance.

TRUSTEES PRESENT: Mayor Jake Foreman; Mayor Pro Tem Greg Davidson; Trustee Mark Hillier; Trustee Darrin Westermann; Trustee Steve Gottlieb

TRUSTEES ABSENT: Trustee Christine Kinion; Trustee Abigail Aldaco

STAFF PRESENT: Patty Gabriel, Interim Finance Director; Monique Garrett, Town Administrator; Heath Terrell, Public Works Director, James Fogg, Olathe Police Dept.; Frank Rodriguez, Police Chief; Darrin Scott, Parks Director

PUBLIC PRESENT: Shirley Dykes (NR); Elaine Davison (R); Sue Hansen (NR); Susan Rodriguez (R); Owen Wagner (NR); Scott Fitzgerald (NR); Christine Gray (NR); Matt Patrone (NR)

Town of Olathe Resident (R) Non-resident (NR) Unknown residency (U)

CONSENT AGENDA

A motion by Trustee Steve Gottlieb to approve the consent agenda as presented was seconded by Mayor Pro Tem Greg Davison. Discussion – None. The motion passed with a five to zero vote in favor.

AGENDA CHANGES – None

ACTION ITEMS

6.1) CHIEF OF POLICE OATH OF OFFICE

Mayor Jake Foreman administered the Oath of Office to new Police Chief, Frank Rodriguez.

6.2) RESOLUTION 2023-01 DESIGNATED POSTING PLACE

Town Administrator, Monique Garrett informed the Board that she received an email requesting that meeting agendas be posted at the Olathe Post Office, in addition to the Town Hall window and the Town's website.

A motion by Trustee Steve Gottlieb to approve Resolution 2023-01 adding the Olathe Post Office as a designated posting place was seconded by Mayor Pro Tem Greg Davison. Discussion – None. The motion passed with a five to zero vote in favor.

6.3) EMPLOYMENT AGREEMENT FOR TOWN ADMINISTRATOR

Patty Gabriel told the Board that she worked with the Town Attorneys to draft the Town Administrator agreement for Monique Garrett and that Ms. Garrett has read and agreed to the terms of the agreement.

A motion by Trustee Mark Hillier to authorize the mayor's signature on the employment agreement for Monique Garrett was seconded by Mayor Pro Tem Greg Davidson. Discussion – None. The motion passed with a five to zero vote in favor.

6.4) LETTER OF ENGAGEMENT FOR AUDIT SERVICES

Ms. Garrett told the Board that she had reached out to Soronen, Donley and Patterson for their services for the Town's 2022 audit and recommends the Board's approval on the Engagement letter.

A motion by Trustee Steve Gottlieb to authorize the mayor's signature on the Engagement Letter for 2022 audit services from Soronen, Donley and Patterson was seconded by Trustee Darrin Westermann. Discussion – None. The motion passed with a five to zero vote in favor.

DISCUSSION ITEMS

7.1) OLATHE HIGH SCHOOL HEAD BOY AND HEAD GIRL

Head Boy, Owen Wagner updated the Board on current events at the Middle High School.

7.2) BOARD RETREAT

The Board discussed and scheduled a special work session for January 16, 2023 at 6:00 PM to discuss and outline current priorities for the Town, no official business will be acted upon.

INFORMATION FOR BOARD REVIEW - None

OLD BUSINESS - None

PUBLIC COMMENT

- Elaine Davison – Congratulations to Commissioner Sue Hansen on her re-election.

TOWN ADMINISTRATOR REPORT

- Updated the Board on the utility billing delay.
- Let the Board know the new Court Clerk, Autumn Jones, has started.
- Settling into the new position – moved offices and held staff meeting

- Possible fuel shortage due to damages to a refinery on the Front Range; departments are filling all vehicles and equipment just in case.
- Update on Model Traffic Code.

MONTROSE COUNTY COMMISSIONER REPORT

County Commissioner Sue Hansen updated the Board on current events happening in the County.

STAFF COMMENTS

- Frank Rodriguez – Updated the Board on projects and policies: Lexipol, Community and schools’ outreach, Officer Moschetti has taken a job with Delta PD and the MCSO will begin covering nights until new officers are hired and trained, and the evidence inventory is scheduled for January 18th and will be conducted by the MCSO.
- Darrin Scott – Has ordered fertilizer and will order windmill for the Community Park Pond.
- Heath Terrell - Updated the Board on projects in the Department

BOARD COMMENTS

- Trustee Hillier – Asked if the Town is creating a new position for the finance officer.
- Trustee Gottlieb – Congratulations and welcome to the new staff, appreciates the Department Heads attending the meetings, asked where we are with the campground regulations.
- Mayor Pro Tem Davidson – Welcome and congratulations to new and incoming staff, thank you to Patty for stepping in to help and thank you to town staff for all of their work.

ADJOURNMENT

There being no further business at hand, a motion was made by Trustee Steve Gottlieb and seconded by Mayor Pro Tem Greg Davidson to adjourn the regular meeting of the Board of Trustees at 7:45 PM with no further action taken. Discussion – None. The motion passed with a five to zero vote in favor.


Jake Foreman, Mayor



ATTEST:


Monique Garrett, Town Clerk

Minutes approved as submitted ✓
Minutes approved as amended