



BOARD OF TRUSTEES  
May 23, 2023  
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Minutes

A. CALL TO ORDER

Mayor Chaussee called the meeting to order at 6:31 p.m.

1. Pledge of Allegiance  
Mayor Chaussee asked all to rise for the pledge of allegiance.
2. Roll Call  
Mayor Chaussee – present.  
Mayor Pro Tem Macdonald – present.  
Trustee Dailey – joined the meeting in person at 6:50 p.m.  
Trustee Gaiter – present.  
Trustee Mason – present.  
Trustee Tietz – present.  
Trustee Wiegand – present.
3. Amendments to Agenda  
Mayor Chaussee asked if there were any amendments to the agenda; there were none.
4. Conflict of Interest  
Mayor Chaussee asked if there were any conflicts of interest on any agenda items; there were none.

B. COMMUNITY PARTICIPATION

1. Public Comment  
Mayor Chaussee called for public comment on non-agenda items. Karen Eifert provided public comment.
2. Proclamation  
Mayor Chaussee proclaimed the week of May 21 – 27, 2023 as Public Works Week. Mr. Bob Gowing, the Public Works Director, received this proclamation on behalf of the Town.

C. PRESENTATION

1. Town Grant Updates  
Mayor Chaussee invited Ms. Kelly Houghteling, the Deputy Town Administrator, to present this item to the Board. The presentation included summary updates for all grants and associated revenues for the Town.
2. Website Redesign & Accessibility  
Mayor Chaussee invited Ms. Kelly Houghteling, the Deputy Town Administrator, to present this item to the Board. The presentation discussed imminent updates to the Town's website based on recent legislation requirements that adjust accessibility

D. CONSENT AGENDA

1. May 9, 2023 Board of Trustees Regular Meeting Minutes
2. Cancellation of June 27, 2023 Board of Trustees Regular Meeting

Mayor Chaussee called for a motion on the consent agenda.

**Trustee Gaiter moved to approve the Consent Agenda. Mayor Pro Tem Macdonald seconded the motion.**

**Yeas: Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays: None**

E. ACTION ITEMS

There were no action items on the agenda for this meeting.

F. LIQUOR LICENSE AUTHORITY

Mayor Chaussee closed the Regular Meeting and opened the Liquor License Authority Board at 6:56 p.m., then asked for a roll call.

Mayor Chaussee – present.

Mayor Pro Tem Macdonald – present.

Trustee Dailey – present.

Trustee Gaiter – present.

Trustee Mason – present.

Trustee Tietz – present.

Trustee Wiegand – present.

Mayor Chaussee then asked the Town Clerk to present each of the items to the Board in sequence per the meeting's agenda.

1. Mini Mart dba Loaf 'N Jug - License Renewal

The Town Clerk, Ethan Muhs, presented this item to the board. The presentation included a discussion of the application's compliance with applicable state and municipal code for liquor license renewals. Mayor Chaussee then called for questions from the Board; there were none. Mayor Chaussee called for public comment on this item; there was none.

Mayor Chaussee then called for a motion on this item.

**Trustee Mason moved to approve the License Renewal for Mini Mart dba Loaf 'N Jug. Mayor Pro Tem Macdonald seconded the motion.**

**Yeas: Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays: None**

2. Special Event Permit: Brewfest

The Town Clerk, Ethan Muhs, presented this item to the board. The presentation included a discussion of the application's compliance with applicable state and municipal code for special event permit liquor licenses. Mayor Chaussee then called for questions from the Board. Trustee Gaiter asked about the planned control measures for this event. Ms. Annie Thomas, representing the applicant responded to these questions. Mayor Chaussee called for public comment on this item; there was none.

Mayor Chaussee then called for a motion on this item.

**Mayor Pro Tem Macdonald moved to approve the Special Event Permit Liquor License for the 2023 Brewfest event. Trustee Wiegand seconded the motion.**

**Yeas: Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays: None**

3. DONJON LLC dba Wellington Grill - License Renewal

The Town Clerk, Ethan Muhs, presented this item to the board. The presentation included a discussion of the application's compliance with applicable state and municipal code for liquor license renewals. Mayor Chaussee then called for questions from the Board. Trustee Gaiter asked about a correction made to the inspection report presented with this item's application. Mayor Chaussee called for public comment on this item; there was none.

Mayor Chaussee then called for a motion on this item.

**Mayor Pro Tem Macdonald moved to approve the License Renewal for DONJON LLC dba Wellington Grill. Trustee Wiegand seconded the motion.**

**Yeas: Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays: None**

Mayor Chaussee closed the Liquor License Authority Board and reopened the Regular Meeting at 7:03 p.m.

G. REPORTS

Mayor Chaussee then called for the following reports.

1. Town Attorney

Mr. Dan Sapienza, the Town Attorney, reported on relevant legislation being considered by the State of Colorado.

2. Town Administrator

Ms. Patti Garcia, the Town Administrator, reported on recently updated information from the Colorado Municipal League.

3. Staff Communications

a. Monthly Utility Report

b. LSCO March/April Report

Sergeant Matthew Cherry responded to questions from Trustee Gaiter concerning recent statistics provided by the Larimer County Sheriff's Office on crime trends in the Town.

4. Board Reports

Trustee Gaiter presented on a recent meeting on transportation availability with the Hispanic community in the Town of Wellington. He further reported on concerns voiced by the community with water costs and service access in the Town and discussed the current moving process for the Larimer County Sheriff's Office team to the Old Town Hall building. Trustee Wiegand asked about the procedure for responding to invitations for members of the community interested in Marijuana licensing. Trustee Dailey presented on the imminent events including garage sales, Brewfest, Boys and Girls Club activities, and key events at the Wellington Middle-High school. Trustee Tietz reported on the School's Out party in Town. Mayor Chaussee reported on opportunities to collaborate with the Town with a local activities center.

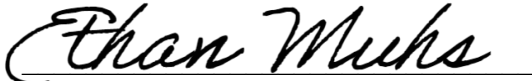
H. ADJOURN

Having no further business, Mayor Chaussee called for a motion to adjourn.

**Trustee Tietz motioned to adjourn the meeting. Trustee Gaiter seconded the motion.**

**Yeas: Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays: None**

A handwritten signature in black ink that reads "Ethan Muhs". The signature is written in a cursive style with a large, sweeping initial "E".

Ethan Muhs, Town Clerk

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.