

Town of Haxtun
 February 3, 2020
 REGULAR MEETING

The Haxtun Town Council met for their regularly scheduled meeting at 7:00 p.m. The meeting was opened by Mayor Pro Tem Rick Lockwood at the Haxtun Town Hall. Roll call was taken with the following council members present: Mike Ensminger, Tana Pope, Lori Lundgren (arrived at 7:25 p.m) , Jason Hadeen and Brandon Bieseemeier. Mayor Workman was absent. Mayor Pro Tem Lockwood led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Tanya Mayhew, Chief of Police, and Karie Wilson, Town Clerk/Treasurer.

Guests present were Dewane Pace, Haxtun Hospital CEO, Jeff Otto, Haxtun Hospital, Jenn Oberle, Haxtun Chamber of Commerce, Christopher Daley, and Candie Fix, *Haxtun-Fleming Herald*.

A motion was made by J. Hadeen, and seconded by T. Pope, to approve the agenda. All present voted yes, and the motion carried.

A motion was made by B. Bieseemeier and seconded by M. Ensminger to approve the January 6, 2020 regular meeting minutes, the following monthly invoices to be paid, and transfers of cash. All present voted yes. Motion carried.

January Payroll	Salary	\$41,445.01
January Payroll	Taxes	\$9,225.65
Amazon	PD Equipment	\$81.61
Black Hills	Utilities	\$699.16
Blue 360	Peace Officer Books	\$185.64
Bornhoft, Chris	Clothing Allowance	\$67.38
CAMU	Dues	\$450.98
Carpenter, Ron	Supplies	\$14.48
Carpenter, Ron	Clothing Allowance	\$50.55
Carpenter, Ron	Travel Exp	\$33.25
CO Library Consortium	2020 AspenCat/Courier Service	\$2,480.00
CO Rural Water	Training	\$30.00
CO Rural Water	Annual Conference	\$360.00
CO State Treasurer	2019 4th QTR	\$399.98
Crown Plaza	Travel Exp	\$384.84
Custom Canopies	Equipment	\$2,840.00
ESET	Equipment	\$190.00
FPPA	Pension	\$1,541.84
FUSA	Airport Liability	\$1,904.00
GWRS	Retirement	\$1,501.78
Microsoft Way	Equipment	\$99.99
NE, KS, CO Railway	Easement	\$930.80
NMPP	Power/Dist. Service Plan	\$47,201.13
Redwood Toxicology	Testing	\$10.00

Rocky Mtn Section AWWA	Training	\$105.00
SART Peers Program	Training	\$250.00
Sterling Trophy	Clock Plaque	\$122.90
US Postmaster	Stamps	\$275.00
Viaero	Cell Phone	\$730.40

American Heritage	Supplemental Insurance	\$78.76
Apex	Shredding Service	\$60.00
Bell Lumber & Pole	Repairs to System	\$3,230.00
Border States	Repairs to System	\$3,002.63
Capital One	Street Bond	\$6,010.25
CEBT	Insurance	\$14,206.20
Center Point Large Print	Books	\$560.88
CO Rural Water	Membership	\$275.00
Colorado Analytical	Water Testing	\$388.08
Colorado Dept of Revenue	Sales Tax	\$3,594.64
Colorado Dept of Revenue	Withholding Tax	\$1,402.00
Dee, Rob	Legal Service	\$100.00
Ensminger Construction	Repairs to System	\$984.19
ERHBC	Books	\$659.22
Gall's	PD Clothing Allowance	\$24.30
Legg Creations	Repairs & Maintenance	\$150.00
NMPP	Annual Conference	\$160.00
Phillips Co Landfill	Dump Fees	\$1,929.96
Phillips Co Treasurer	Sales Tax	\$46.20
Phillips County Clerk	Election Supplies	\$32.75
Rudy's GTO	Repairs & Maintenance	\$945.48
Standard	Insurance	\$111.95
SunLife Financial	Insurance	\$253.60
UNCC	Transmissions	\$2.84
US Postmaster	Stamps	\$215.00
VSP	Insurance	\$141.93

Transfers of Cash

01/08/2020 Transfer from MM Savings to Capital Savings for accounts payable \$138,000.00
01/15/2020 Transfer from MM Savings to Business Checking for payroll \$17,500.00
01/17/2020 Transfer from MM Savings to Business Checking for accounts payable \$5,500.00
01/31/2020 Transfer from MM Savings to Business Checking for payroll \$18,750.00

Public Comment:

There was no public comment.

Regular Business:

Ron went over the highlights of the report from the engineering company, the Farnsworth Group. on the Colorado Avenue curb line. The council would like to know what dollar amount it is going to take to correct the problems with the curb and gutter. Ron will proceed with contacting the engineering firm and Concrete Specialties to see what our next steps will be.

If possible, the council would like to visit with the engineers at our next work session. Because of Presidents Day holiday on February 17, we will plan on meeting on February 18, 2020. Ron will contact the firm to see if this is possible with their schedule.

A motion was made by B. Bieseimer and seconded by T. Pope to accept the grant from the Colorado Aeronautical Division with Resolution 2020-2, which adopts the grant program and names Ron Carpenter as project director. The grant funds total \$36,880 which include a \$3688 match from the Town. The motion to adopt the resolution 2020-2 passed and reads as follows:

CDOT – Aeronautics Division
CDAG #: 20-17V-01
ROUTING: 20-HAV-ZH-03092
PO #: 471001553

EXHIBIT B, RESOLUTION

RESOLUTION

WHEREAS:

The General Assembly of the State of Colorado declared in Title 43 of the Colorado Revised Statutes, Article 10, 1991 in CRS §43-10-101 (the Act) "... that there exists a need to promote the safe operations and accessibility of general aviation in this state; that improvements to general aviation transportation facilities will promote diversified economic development across the state; and that accessibility to airport facilities for residents of this state is crucial in the event of a medical or other type of emergency..."

The Act created the Colorado Aeronautical Board ("the Board") to establish policy and procedures for distribution of monies in the Aviation Fund and created the Division of Aeronautics ("the Division") to carry out the directives of the Board, including technical and planning assistance to airports and the administration of the state aviation system grant program. SEE CRS §43-10-103 and C.R.S. §43-10-105 and CRS §43-10-108.5 of the Act.

Any eligible entity operating a public-accessible airport in the state may file an application for and be recipient of a grant to be used solely for aviation purposes. The Division is authorized to assist such airports as request assistance by means of a Resolution passed by the applicant's duly-authorized governing body, which understands that all funds shall be used exclusively for aviation purposes and that it will comply with all grant procedures, grant assurances and requirements as defined in the Division's Program and Procedures Manual, ("the Manual") and the Airport Sponsor Assurances for Colorado Discretionary Aviation Grant Funding ("Grant Assurances") attached hereto as Exhibit C.

NOW, THEREFORE, BE IT RESOLVED THAT:

The TOWN OF HAXTUN, as a duly authorized governing body of the grant applicant, hereby formally requests assistance from the Colorado Aeronautical Board and the Division of Aeronautics in the form of a state aviation system grant. The TOWN OF HAXTUN states that such grant shall be used solely for aviation purposes, as determined by the State, and as generally described in the Application.

By signing this Grant Agreement, the applicant commits to keep open and accessible for public use all grant funded facilities, improvements and services for their useful life, as determined by the Division and stated in the Grant Agreement and Grant Assurances.

FURTHER BE IT RESOLVED:

That the TOWN OF HAXTUN hereby designates Ron Carpenter as the Project Director, as described in the Manual and authorizes the Project Director to act in all matters relating to the work project proposed in the Application in its behalf, including executions of the Grant Agreement and any amendments.

FURTHER:

The TOWN OF HAXTUN has appropriated or will otherwise make available in a timely manner all funds, if any, that are required to be provided by the Applicant under the terms and conditions of the Grant Agreement.

FINALLY:

The TOWN OF HAXTUN hereby accepts all guidelines, procedures, standards, and requirements described in the Manual as applicable to the performance of the grant work and hereby approves the Grant Agreement submitted by the State, including all terms and conditions contained therein.

Town of Haxtun

Richard B. Lockwood Mayor

By: Richard B. Lockwood

Date: 2/3/2020

Please print name and title

ATTEST (if needed)

Karie L Wilson

Karie L Wilson, Town Clerk

By: Please print name and title

Trish Herman, from PCED, had emailed a request for committee members to represent Haxtun by serving on a Housing Committee.

Jenn Oberle was appointed by the council to fill in this position until after the upcoming election. Other members could come from the hospital, housing authority, real estate, or contractors.

Ron had received two quotes for the generator transformers. One from T & R Electric Supply at \$2500, and UTB offered \$3000. The Town would be responsible for the crane service to load the generators onto trailers. UTB recommended a scrapper service to remove the remainder of the generator engines. B. Bieseimer may know someone who could help with this part of the project and will contact them. Neither quotes were accepted by the council at this time.

Ron Carpenter and Mike Ensminger will fill CAMU's request to serve as a representative and an alternative representative for their organization.

Discussion Items:

Brandon and Mike reported back from the pool committee meeting. They had explored a couple of options of where to place the pool. There was some resistance from committee members to building it in the park. They looked at and spoke to Doug Schilling regarding his lot on W. Fletcher Street but there are quite a few things that would hinder putting a pool in that location. Brandon said that one roadblock to receiving grant funding is that it is not a money-making project for the Town. There will be another meeting mid-month. The council also reviewed a photo of what the pool would look like placed in the park.

Staff Reports:

Ron Carpenter: Town Superintendent:
Building Permits as presented:

895	Tonya Dishman	317 E Chase St	Total Lawn Care	Fence	450	10	20.25
896	Marilyn Miller	235 S Miller Street	Self	Drop Ceiling	600	10	27
897	David Bickford	533 W Bryan	Town of Haxtun	Electric Upgrade	0	500	
898	Judy Berkheimer	522 S Utah	Self	Replace windows and partial roof shingles	1500	25	67.5
899	Cesar Mendoza	522 Chase Street	Self	Bathroom remodel	629.74	10	28.32
900	Jesse Larson	241 N Colorado	Self	Utility Shed	1600	25	72

- Water – last month the Town went through a Sanitary Survey, which is completed every 3 years with the CDPHE. We received two violations, one for record keeping in 2016-2017 and one for a low chlorine sample. The Town is currently in complete compliance. The letters mailed to all our consumers and posted on our front door meet the state standards for notifying the public about the violations.
- The bid from Simon Construction for paving one block on E Wilson, and one block on E Raymond Street came in at \$82,520. Concerns were expressed from the council that truck traffic will tear up the pavement on E Raymond. Should that street be put in concrete for truck unloading and pick a different street for paving? Ron will seek a cost estimate for cementing E Raymond. Does Simon Construction have a curb and gutter crew? Ron will also look at paving a different street other than E. Raymond Street this year.

Tanya Mayhew, Police Chief:

- 2019 4th quarter stats were reviewed. The department is still working out some bugs in the new system.
- Phillips County Sheriff and Holyoke Police Department did order the new mobile radios that are encrypted for privacy. Tanya has received quotes to replace our radios at \$3000 per radio. Tanya also applied for a Homeland Security Grant to see if we could hopefully get some help funding the new radios. 2004 was the last Homeland Security funding granted to Haxtun.

Karie Wilson, Town Clerk/Treasurer:

- December 2019 Financial Reports were reviewed.
- GOCO Annual Report was reviewed.
- The Haxtun Chamber of Commerce annual meeting is on February 11, 2020. Please RSVP by tomorrow if you would like to attend.
- The auditor will be in our office March 9-11, 2020.
- There are 5 candidates for 3 Trustee seats in the upcoming election. Ryan Horton, Tana Pope, Christopher Daley, Robert Cionek and Craig McCarty all turned in valid nomination petitions. Brandon Bieseimeier turned in his nomination petition for Mayor.
- Absentee Ballot applications are now available by request at the Town Hall, if a voter would like to vote by mail.

Council Concerns:

Rick had a concern regarding the recycling containers, as they are continually full. Citizens are placing bags of recyclables on the ground. Ron will contact Maricks to see if they can put us on a set schedule for dumping the bins. We will also contact Phillips County to see if they would be interested in taking the recyclables.

A motion was made by B. Bieseimeier and seconded by L. Lundgren to adjourn. The meeting was adjourned at 8:15 pm subject to the call of the Mayor.

Karie L Wilson
Town Clerk/Treasurer