

**Town of Haxtun**  
 November 2, 2020  
 REGULAR MEETING

The Haxtun Town Council met for their regularly scheduled meeting at 7:00 p.m. The meeting was opened by Mayor Brandon Bieseimer at the Haxtun Community Center. Roll call was taken with the following council members present: Bob Cionek, Mike Ensminger, Ryan Horton, and Lori Lundgren. Craig McCarty and Tana Pope were absent. Mayor Bieseimer 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.

Kindra Plumb, Alan Nall, Julie Thayer, from the Board of Directors of the Haxtun Chamber of Commerce were also present, along with Jenn Oberle, Director.

A motion was made by L Lundgren, seconded by Bob Cionek to approve the agenda with the addition of Outside City Water Service Ordinance to discussion.

All present voted yes, and the motion carried.

A motion was made R. Horton and seconded by M. Ensminger to approve the regular meeting minutes of October 5, 2020, the following monthly invoices to be paid, and transfers of cash. All present voted yes. Motion carried.

Oct. Payroll	Taxes	\$38,752.90
Oct. Payroll	Salary	\$8,724.20
Bivins, Trey	Clothing Allowance	\$112.77
Black Hills Energy	Utilities	\$32.92
CIRSA	Special Event Insurance	\$337.97
CO State Treasurer	3rd Qtr UTR	\$398.87
Ensminger Construction	Repairs to System	\$100.00
Fetzer Electric	Repairs to System	\$4,029.45
FPPA	Pension	\$1,088.88
Grainland	Fuel	\$566.09
GWRS	Retirement	\$1,498.58
Haxtun Car Wash	PD Fleet Wash	\$26.00
Haxtun Telephone	Phone	\$420.55
HF Herald	Publications/Supplies	\$426.16
Highline Electric	Utilities	\$124.23
Johnson Chiropractic	CDL Physical	\$110.00
Kuehn, Chris	Janitorial	\$270.00
NMPP	Power	\$40,105.07
NMPP	Training	\$374.00
PCTelcom	Phone/Internet	\$344.14
Phillips Drilling & Pump	Repairs to System	\$4,849.50
Positive Promotions	PD Red Ribbon Week	\$737.42

Prairie Carpentry	Park Water Feature	\$5,959.95
Viaero	Phone	\$328.00
Workman, Rod	CC Carpet Cleaning	\$625.00
American Heritage	Supplemental Insurance	\$25.55
Atchison, Jeremy	Clothing Allowance	\$144.01
Bishop, Wyatt	MD Refund	\$141.79
Border States	Repairs to System	\$2,815.41
Capital One	Street Bond	\$6,010.25
CEBT	Insurance	\$14,329.20
CIRSA	Sweeper Insurance	\$192.85
CO Dept of Revenue	Oct Withholding Tax	\$1,330.00
Colorado Analytical	Water/Wastewater Testing	\$68.00
Dana Kepner	Repairs to System	\$1,031.43
Dee, Rob	Legal Service	\$100.00
Dixon, Taiit	MD Refund	\$151.52
Double H Supply	Repairs to System	\$41.92
DPC Industries	Repairs to System	\$1,037.10
Ensminger, Rick	MD Refund	\$39.22
Five Star Rentals	Repairs to System	\$135.00
Haxtun Building Center	Repairs to System	\$1,391.80
HF Herald	Supplies/Publications	\$306.86
Ingram	Books	\$74.21
JP Cooke Co	Animal Tags	\$145.30
Kelly PC	Attorney Fees	\$523.00
L&L Ready Mix	Repairs to System	\$180.00
NE Safety and Fire	Equip. & Repairs to System	\$1,250.95
Novus Glass	Repairs/Maint.	\$65.00
Office Service	Copier Maint.	\$80.25
PAK Enterprises	Utility Bills	\$1,320.95
Phillips County Landfill	Dump Fees	\$2,232.36
Pro Institutional	Supplies	\$527.88
Red J Welding	Repairs/Maint.	\$251.88
Rudy's GTO	Repairs/Maint.	\$244.11
Standard	Supplemental Insurance	\$111.95
Sun Life	Supplemental Insurance	\$253.60
UNCC	Transmissions	\$11.92
US Postmaster	Stamps	\$250.00
VSP	Supplemental Insurance	\$115.96

Transfers of Cash

10/09/2020 Transfer from MM Savings to Business Checking for accounts payable \$13,500.00

10/14/2020 Transfer from MM Savings to Business Checking for payroll \$16,750.00

10/16/2020 Transfer from MM Savings to Business Checking for accounts payable \$107,500.00

10/30/2020 Transfer from MM Savings to Business Checking for payroll/accts payable \$21,500.00

Public Comment:

There was no public comment.

Regular Business:

The council had invited the Haxtun Chamber of Commerce to the meeting to visit about their 2021 goals and if they had funding requests for the coming year.

Jenn gave a report on the chamber sponsored events for 2020. The Town donates office space and \$400 per month in salary to the chamber. The funding from the Town is to help reimburse the director for time spent on economic development and driving the Town's Master Plan.

There have been some questions from the general public to the Town Council regarding the payment to the director and if the Town is benefitting from the organization. There also seems to be some questions raised on why the members no longer have a say in any of the decisions made.

Kindra informed the council that a member meeting is scheduled for November 12, 2020 at noon at the Haxtun Community Center.

Alan suggested that the Town Council "charge" the chamber with a task for the coming year. Julie stated that the chamber has appreciated the partnership with the Town, and has recently come across a better idea of how to support the local businesses in the future. The Board of Directors had just recently met with the Con Festival Committee and agreed that there should be better lines of communication with the committees.

Ross Edwards from Points West Community Bank has completed a financial audit for the chamber and that report will also be given to the members next week.

CIRSA sent the 2021 Optional Coverages for council review.

Community Service Workers Accident Medical Plan - \$3.27 per community service worker

Equipment Breakdown - \$1194.

Excess Crime - \$550.

Occupational Accidental Death & Dismemberment - \$9.60 per employee

Volunteer Accident Medical Plan - \$2.48 per volunteer and \$6.39 per volunteer unsworn ranger

After discussion, M. Ensminger made the motion to accept all the 2021 Optional Coverage quotes. R. Horton seconded the motion. Motion passed.

Chief Mayhew visited with the council regarding the possibility that the department members will not be able to use their earned vacation days. They have been working as a two man department since April 2020 and have not been able to schedule vacation time.

L. Lundgren made the motion to pay the officers for their unused vacation time, (with rolling over 5 days to 2021) and R. Horton seconded the motion. Motion passed.

A motion was made by B. Cionek and seconded by M. Ensminger to set the 2021 Budget Hearing on December 7, 2020 at 7:00 pm. Motion passed.

Discussion Items:

Council discussed the proposed 2021 Budget. Equipment, streets, police radios and vehicles were all topics of discussion.

The attorney sent a draft of the outside city limits water ordinance this morning for council review. After review, the ordinance will be returned at the next meeting for adoption.

Discussed various items that would be approved purchases for the CVRS Funds. Street barricades, attorney fees, touchless door for the Town Hall, an HVAC update for the Town Hall and picnic tables bids have been requested from vendors.

Staff Reports:

Ron Carpenter: Town Superintendent

- Building permits were reviewed.as presented in the agenda packet
- JD Stone has submitted a couple of great designs for the welcome signs for council review.
- Ron will meet with Linda from the CSU Extension office regarding some grant funds available for trees on Tuesday.
- Ron will have the annual walk through audit with CIRSA on Tuesday.

Tanya Mayhew, Chief of Police:

- Tanya will present virtually for the POST grant that includes reimbursement for attending an academy.
- The police department is actively seeking another officer. If possible, will look for someone from another local department to help fill in to relieve our officers.
- 3<sup>rd</sup> quarter stats were reviewed.
- Presented Halloween Safety and Red Ribbon programs in the school. Mayor Biesemeier and Mike Ensminger both thanked the department for their continued presence in the school.

Karie Wilson, Town Clerk/Treasurer

- A Thank you note was read from Tami Tanoue and CIRSA for our continued membership in 2021.
- A Thank you note was read from the Triple R Saddle Club for the use of the arena. The members included a \$500 donation for the upkeep of the facility.
- The Haxtun Library Report for Sept 17 was reviewed. The report will be emailed out to the council, as it was not included in the agenda.

A motion was made by L. Lundgren and seconded by B. Cionek to adjourn. The meeting was adjourned at 9:15 pm subject to the call of the Mayor.

Karie L Wilson  
Town Clerk/Treasurer