

Town of Haxtun
December 7, 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 Bieseemeier at the Haxtun Community Center. Roll call was taken with the following council members present: Bob Cionek, Mike Ensminger, Ryan Horton, Lori Lundgren, Craig McCarty and Tana Pope. Mayor Bieseemeier 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.

Duane Pace and Russ Anderson, Haxtun Health, were also present.

Mayor Bieseemeier opened the 2020 Budget Hearing at 7:00 pm. There was no public comment. Comments from the council included insuring the fire trucks owned by the Rural Fire Board, (is reimbursed to the Town), picnic tables purchased with CVRF monies, the park capital outlay, and funding to the Haxtun Chamber of Commerce. The hearing was adjourned at 7:15 pm.

A motion was made by L Lundgren, seconded by R. Horton to approve the agenda with the addition of returning unexpended CVRF funds to Phillips County.

All present voted yes, and the motion carried.

A motion was made B. Cionek and seconded by T. Pope to approve the regular meeting minutes of November 2, 2020, the following monthly invoices to be paid, and transfers of cash. All present voted yes. Motion carried.

Nov. Payroll	Taxes	\$9,802.01
Nov. Payroll	Salary	\$41,722.87
21st Century	Repairs/Maint.	\$269.94
Amazon	COVID PPE	\$128.15
Apex Shredding	Shredding Service	\$60.00
Black Hills	Utilities	\$374.41
CO Dept of Revenue	Oct Sales Tax	\$2,716.49
Fetzer Electric	Repairs to System	\$3,192.26
FPPA	Pension	\$1,088.88
Grainland	Fuel	\$594.73
Grauberger, Sara	CC Refund	\$50.00
Great Copier Service	PD Copier Maint	\$68.74
GWRS	Retirement	\$1,471.94
Haxtun Car Wash	PD Fleet Wash	\$32.00
Haxtun Supers	Misc.	\$40.79
Haxtun Tel	Phone	\$420.55
Highline Electric	Utilities	\$89.83
Kuehn, Chris	Janitorial	\$255.00
Matt's Sprinkler Service	Repairs to System	\$88.66

Miller & Associates	Pool Draft	\$2,200.00
NMPP	Oct Power	\$44,425.51
Pctelcom	Phone/Internet	\$433.31
Phillips County Treasurer	Oct Sales Tax	\$284.07
Redwood Toxicology	Lab	\$6.95
The Park Catalog	Picnic Tables - CVRS	\$20,980.00
Viaero	Phone	\$328.00
Wild Horse Machine	Repairs to System	\$429.23
Wilson's Repair	Repairs/Maint.	\$1,584.54
American Heritage	Supplemental Insurance	\$25.55
Border States	Repairs to System	\$542.00
Bornhoft, Chris	Clothing Allowance	\$59.98
Capital One	Street Bond	\$6,010.25
CEBT	Insurance	\$14,329.20
CO Dept of Revenue	Nov Sales Tax	\$3,120.86
CO Dept of Revenue	Nov Withholding Tax	\$1,480.00
Dana Kepner Co	Repair to System	\$454.00
Dee, Rob	Legal Service	\$100.00
Edwards Concrete	Repairs to System	\$950.00
Ensminger Construction	Repairs to System	\$190.00
FPPA	State Matching Fund	\$4,714.00
Haxtun Building	Repairs to System	\$197.21
Haxtun Supers	Misc.	\$49.04
Haxtun Tel	Phone	\$434.57
Haxtun Vol. Fire	2020 allotment	\$240.00
Highline Electric	Utilities	\$96.31
Ingram	Books	\$79.72
Intermountain Sweeper	Repairs/Maint.	\$40.00
Kelly PC	Attorney Fees	\$17.50
Kuehn, Chris	Janitorial	\$270.00
Legg Creations	2021 GC Supplies	\$200.00
Office Service	Copier Maint	\$100.92
PCED	4th Qtr Contribution	\$1,375.00
Pctelcom	Phone/Internet	\$206.24
Phillips County Clerk	2020 Election	\$85.59
Phillips County Landfill	Dump Fees	\$1,862.64
Phillips County Treasurer	Nov Sales Tax	\$633.87
Phillips County Weed Dist.	Chemical App	\$591.32
Rudy's GTO	Repairs/Maint.	\$141.82
Standard	Supplemental Insurance	\$111.95
Sun Life	Supplemental Insurance	\$253.60
T&R Electric	Repairs to System	\$993.00

UNCC	Transmissions	\$8.94
US Postmaster	Stamps	\$250.00
VSP	Supplemental Insurance	\$115.96
Wilson's Repair	Repairs/Maint.	\$1,069.22

Transfers of Cash

- 11/05/2020 Transfer from MM Savings to Business Checking for accounts payable \$94,000.00
- 11/13/2020 Transfer from MM Savings to Business Checking for payroll \$16,250.00
- 11/16/2020 Transfer from MM Savings to Business Checking for accounts payable \$36,250.00
- 11/24/2020 Transfer from MM Savings to Business Checking for payroll/accts payable \$19,000.00

Regular Business:

Dewayne Pace, Haxtun Health CEO, updated the council on a few things the hospital has been up to recently. They have recently re-branded to Haxtun Health. They purchased UVC sanitizing Robots for the hospital, the Haxtun School District and the Fleming School Districts. They are remodeling the Fleming Clinic. They have purchased the old Smith Hardware building downtown Haxtun. They are planning to move the clinic, physical therapy, pharmacy, and a bistro/coffee shop to the building, with room to spare upstairs for meeting rooms, etc.

This would double the size of the current clinic, and also add employees to their staff and hours to their current operating hours. Their plans would include demo in a couple of months, and reconstruction by June 2021. The construction would be complimentary to the existing properties along the block. They would also be asking for access easements to adjoining property owned by the Town, and by the flower shop.

The council discussed Christmas gifts for the employees. The decision had already been made to not have the annual employee-council Christmas dinner. A motion was made by R. Horton and seconded by C. McCarty to give a little extra to each employee in the form of a Visa gift card purchased from the Haxtun Federal Credit Union. The full time employees will receive \$350, and the parttime employee \$250. Motion passed.

A motion was made by L. Lundgren and seconded by T. Pope to adopt the following Resolution 2020-9 to Adopt the Budget. All present voted yes, and the motion passed.

TOWN OF HAXTUN

Resolution 2020-9

RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF HAXTUN, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2021 ENDING ON THE LAST DAY OF DECEMBER, 2021.

WHEREAS, the TRUSTEES of the TOWN OF HAXTUN, have designated Ron Carpenter, Town Superintendent, and Karie L Wilson, Town Clerk/Treasurer, to prepare and submit a proposed budget to said governing body at the proper time; and;

WHEREAS, Ron Carpenter, Town Superintendent, and Karie L Wilson, Town Clerk/Treasurer, has submitted a proposed budget to this governing body by October 15, 2020 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at Town Hall, a public hearing was held on December 7, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, the budget is in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Trustees of the TOWN OF HAXTUN, COLORADO:

Section 1. That estimated expenditures for each fund are as follows:

General Fund	\$1,161,394
Community Center Fund	58,630
Electric Fund	1,243,970
Water Fund	246,550
Sanitation Fund	193,430
Sewer Fund	142,860
Library Fund	38,350
Conservation Trust Fund0
Total	\$ 3,085,184

Section 2. That estimated revenues for each fund are as follows:

General Fund

From appropriated surpluses	\$ 209,859
From sources other than general property tax	90,387
From the general property tax levy	<u>161,148</u>
Total General Fund	1,161,394

Community Center Fund

From appropriated surpluses	\$(10,470)
From sources other than general property tax	<u>69,100</u>
Total Community Center Fund	58,630

Conservation Trust Fund

From appropriated surpluses	\$ 0
From sources other than general property tax	<u>9,460</u>
Total Conservation Trust Fund	0

Library Fund

From appropriated surpluses	\$ 4,582
From sources other than general property tax	19,760
From general property tax levy	<u>14,008</u>
Total Library Fund	38,350

Electric Fund

From appropriated surpluses	\$ 160,835
From sources other than general property tax	<u>1,083,135</u>
Total Electric Fund	1,243,970

Water Fund

From un-appropriated surpluses	\$ 19,120
From sources other than general property tax	<u>227,430</u>
Total Water Fund	246,550

Sanitation Fund

From appropriated surpluses	\$ 13,210
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From sources other than general property tax 180,220
Total Sanitation Fund 193,430

Sewer Fund

From appropriated surpluses \$ 9,963
From sources other than general property tax 132,897
Total Sewer Fund 142,860

Section 3. That the budget as submitted and hereinabove summarized by fund, hereby is approved and adopted as the budget of the TOWN OF HAXTUN for this year 2021.

ADOPTED, this ___ day of December, 2020.

TOWN OF HAXTUN

Brandon Bieseimer, Mayor

ATTEST _____

Karie L Wilson, Town Clerk/Treasurer

A motion was made by T. Pope and seconded by L. Lundgren to adopt Resolution 2020-10 to Appropriate Sums of Money, all present voted yes, and the motion passed.

TOWN OF HAXTUN

RESOLUTION 2020-10

RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE TOWN OF HAXTUN, COLORADO FOR THE 2021 BUDGET YEAR.

WHEREAS, THE TOWN OF HAXTUN has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE TOWN OF HAXTUN, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

General Fund

Current Operating Expenses	\$ 1,037,394
Capital Outlay	<u>124,000</u>
Total General Fund	\$ 1,161,394

Community Center Fund

Current Operating Expenses	\$ 26,630
Capital Outlay	<u>32,000</u>
Total Community Center Fund	\$ 58,630

Conservation Trust

Current Operating Expenses	\$ 0
Capital Outlay	<u>0</u>
Total Conservation Trust Fund	\$ 0

Library Fund

Current Operating Expenses	\$ 38,350
Capital Outlay	<u>0</u>
Total Library Fund	\$ 38,350

Electric Fund

Current Operating Expenses	\$1,243,970
Capital Outlay	<u>0</u>
Total Electric Fund	\$1,243,970

Water Fund

Current Operating Expenses	\$ 164,550
Capital Outlay	<u>82,000</u>
Total Water Fund	\$ 246,550

Sanitation Fund

Current Operating Expenses	\$175,430
Capital Outlay	<u>18,000</u>
Total Sanitation Fund	\$ 193,430

Sewer Fund

Current Operating Expenses	\$ 142,860
Capital Outlay	<u>0</u>
Total Sewer Fund	\$ 142,860

ADOPTED, this __ day of December, 2020.

TOWN OF HAXTUN

Brandon Bieseimeier, Mayor

ATTEST:

Karie L Wilson, Town Clerk/Treasurer

A motion was made by C. McCarty and seconded by M. Ensminger to adopt the following Resolution 2020-11 to Set the Mill Levies. All present voted yes, and motion carried.

TOWN OF HAXTUN

RESOLUTION 2020-11

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE TOWN OF HAXTUN, COLORADO, FOR THE 2021 BUDGET YEAR.

WHEREAS, the Board of Trustees of the Town of Haxtun have adopted a budget in accordance with Local Government Budget Law, on December 7th, 2020.

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$176,403.00 and;

NOW THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the Town of Haxtun, Colorado.

SECTION I: That the purpose of meeting all general operating expenses of the Town of Haxtun during the 2021 Budget Year, there is hereby levied a tax of 22.630 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2021.

SECTION II: That the Mayor is hereby authorized and directed to immediately certify to the County Commissioners of Phillips County, Colorado, the mill levies for the Town of Haxtun as herein above determined and set.

ADOPTED, this _____ day of December, 2020.

TOWN OF HAXTUN

Brandon Bieseimer, Mayor

ATTEST:

Karie L Wilson, Town Clerk/Treasurer

A motion was made by R. Horton and seconded by L. Lundgren to adopt the following Resolution 2020-12, for 2020 Supplemental 2020 Budget Appropriations. All present voted yes, and motion passed.

TOWN OF HAXTUN, COLORADO

Resolution 2020-12

2020 SUPPLEMENTAL BUDGET APPROPRIATIONS

WHEREAS, authority is granted by the Colorado Revised Statutes to amend the adopted budget for the current fiscal year, and

WHEREAS, those adjustments to the 2020 Budget which are necessary for the town's 2020 operations could not have been reasonably foreseen at the time of the adoption of the 2020 Budget; and

WHEREAS, the Town Council has been advised by the Town Clerk/Treasurer that the revision to the 2020 Budget as contained within this resolution can adequately be implemented as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Town Trustees of the Town of Haxtun, Colorado, that

The 2020 appropriations for the General Fund shall be increased from \$1,054,645.00 to \$1,190,850.00 for the following purpose:

The council purchased a Street Sweeper for \$75,000.

The June 9, 2020 Storm caused \$40,205 in damages

The Corona Virus Relief Fund (CVRF) Expenditures included \$21,000 for picnic table replacement.

The 2020 appropriation for the Sanitation Fund shall be increased from \$182,750.00 to \$200,750.00 for the following purpose

Repairs to the Trash Truck engine totaled \$18,000.00.

ADOPTED this ___ day of December, 2020

TOWN OF HAXTUN, COLORADO

Brandon Bieseimer, Mayor

ATTEST:

Karie L Wilson, Town Clerk/ Treasurer

The council discussed the collaboration of additional CVRF funding available through the CARES act. The dollar amount is not set in stone, but would be similar to the original amount of \$47,000. The guidelines for spending the funds is the same as before, the expenditures must be approved and expended before December 30, 2020.

Phillips County would also like to know how much of the CVRS funds the Town is returning to the county to be used for business grants. A motion was made by L. Lundgren and seconded by B. Cionek to return \$16,587.20 out of \$47,272.78.

The grant writer group Vertical Strategies submitted a proposal for grant writing services. The council reviewed the proposal but did not make any decisions as of yet. The consensus was to focus on the pool project for now, and prioritize other grant possibilities.

The following Ordinance 2020-6 regarding Water Service Outside Town Limits was discussed. A motion was made by M. Ensminger and seconded by T. Pope. Motion passed.

ORDINANCE NO. 2020-6

AN ORDINANCE AMENDING CHAPTER 13.04 OF THE HAXTUN MUNICIPAL CODE REGARDING WATER SERVICE OUTSIDE TOWN LIMITS

WHEREAS, Chapter 13.04 of the Haxtun Municipal Code sets forth rules and regulations applicable to use of the Town's water system; and

WHEREAS, the Town Council finds it is necessary to amend Chapter 13.04 to specifically address providing water service to properties outside the Town limits.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HAXTUN, COLORADO:

Section 1. Chapter 13.04 of the Haxtun Municipal Code is hereby amended by the addition of a new Section 13.04.385 to read as follows:

Section 13.04.385 Water service outside Town limits.

The Town may provide water service to property outside the Town limits subject to the following terms and conditions:

a. An applicant requesting water service outside the Town limits shall enter into a water service contract with the Town.

b. An applicant requesting water service to any area where Town distribution and transmission facilities do not exist must pay the full costs of extending utility lines to serve his or her

property, including any costs for appurtenant facilities such as storage and pumping stations. Upon completion of the work and written acceptance by the Town, the water distribution system will become the property of the Town. The applicant is also responsible for obtaining and dedicating to the Town all easements required for the utility facilities.

c. Rates for water service outside the Town limits shall be two times the rate for water service inside the Town limits.

d. Applicants for outside water service shall apply to the Town for a water tap and shall pay a water tap fee to the Town in an amount established by resolution of the Town Council. Unless otherwise agreed in writing, the Town will be responsible for tapping the water main, running the service line from the water main to the meter pit or curb stop, and installing the meter pit and curb stop valve. The service line from the meter pit or curb stop to the structure to be served shall be installed by the water user at his or her expense.

e. A water meter is required for any building or residence with a service line larger than three-quarters of an inch (3/4”).

f. Requests for commercial, industrial and non-residential water service are subject to approval by the Town Council on a case-by-case basis.

g. Use of water outside the limits of the Town shall be subject to the paramount rights of users within the Town limits. If there is insufficient water to provide for users both within and without the Town limits, the Town may reduce, curtail or shut off the users outside the Town limits during such period of water shortage or scarcity.

h. Water service outside of the Town limits is limited to properties within the perimeter of the following county roads: CR 3 west of Town, CR 28 south of Town, CR 7 east of Town, and CR 32 north of Town.

i. The terms and conditions of this Section 13.04.385 shall not apply to any customer who as of the effective date of this ordinance is already receiving water service from the Town for a property located outside the Town limits, but they shall apply once the subject property is sold or otherwise transferred.

Section 2. If any portion of this ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance. The Town Council hereby declares that it would have passed this ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

Section 3. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof, are hereby repealed to the extent of such inconsistency or conflict.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED this 7 day of December, 2020.

TOWN OF HAXTUN, COLORADO

Mayor

ATTEST:

Karie Wilson, Town Clerk

A motion was made by C. McCarty and seconded by T. Pope to make the following year end Fund Transfers. All present voted yes, motion passed.

Electric Fund to General Fund	\$275,000.00
Conservation Trust to General Fund	0.00
Electric Fund to Capital Savings	10,000.00
Water Fund to Capital Savings	5,000.00
Sanitation Fund to Capital Savings	5,000.00
Sewer Fund to Capital Savings	<u>5,000.00</u>
	\$300,000.00

Discussion Items:

Council discussed the Haxtun Chamber of Commerce, and whether the Town should continue to add additional funding to the chamber director position. The council does not feel that the Town is benefiting from the funds that were originally given to the director for promoting economic development and driving the Town's master plan.

A motion was made by C. McCarty and seconded by B. Cionek to withdraw the Town's additional funding from the director payroll. The Town will continue their offer to provide an office space to the chamber. Motion passed.

A brief discussion was held on the Housing Development committee sponsored by PCED. The committee is visiting with a construction group regarding a possible 4-plex. Lori, the Town's representative, will bring more information regarding the committees discussions to our next meeting.

A copy of the Economic Incentive policy will be provided to the council at our next meeting also. Discussion was also held regarding the recent activity related to fund raising for the pool project. We have a very active committee working on it right now, who have raised around \$20,000 in the past few weeks.

Staff Reports:

Ron Carpenter: Town Superintendent

- The Town will vacate a portion of a right away along the 400 block of North Edmund Ave. The attorney is working on an ordinance to complete this task.
- The Town officially withdrew from the grant for funding the sirens. The specifications did not meet our requirements needed for our sirens. We are looking at a backup that will work for us.

Tanya Mayhew, Chief of Police:

- The department was awarded the POST grant for academy tuition, although at this time, we may have to forfeit the funding.
- Three applicants have scheduled interviews for police officer.
- 4 Logan County deputies will help with shift relief.
- New radars were installed.

Karie Wilson, Town Clerk/Treasurer

- Kelsey submitted the grant application to SIPA for the proposed web site.

Council Concerns:

Lori said her grandson would like the council to solicit a “Chik Fila” and a “Subway”.

Tana and Ryan both think the hospital plans are phenomenal and the Town should help in any-way we can.

A motion was made by C. McCarty and seconded by R. Horton to adjourn. The meeting was adjourned at 9:31 pm subject to the call of the Mayor.

Karie L Wilson
Town Clerk/Treasurer

