

**Town of Haxtun**  
 January 4, 2021  
 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 Lori Lundgren at the Haxtun Community Center. Roll call was taken with the following council members present: Bob Cionek, Tana Pope, Craig McCarty, Ryan Horton, and Mike Ensminger. Mayor Brandon Bieseimeier was absent. Mayor Pro Tem Lundgren led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Tanya Mayhew, Chief of Police, and Kelsey Harms, Deputy Town Clerk.

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

A motion was made M. Ensminger seconded by C. McCarty to approve the regular meeting minutes of December 7, 2020, the following monthly invoices to be paid, and transfers of cash. All present voted yes. Motion carried.

Dec. Payroll	Taxes	\$10,125.39
Dec. Payroll	Salary	\$47,631.61
Amazon	CC Vacuums	\$429.58
Amazon	PD Equipment	\$177.88
American Security Cabinets	Book Drop - CVRS	\$3,000.00
Atchison, Jerremy	Clothing Allowance	\$44.61
Black Hills Energy	Utilities	\$600.64
Bullard, Tom	Travel Exp	\$22.25
CO Analytical	Water/Wastewater Test	\$126.00
Complete Wireless Tech	PD Radios	\$9,994.62
Country Rose	Council Gifts/Funeral Arrangements	\$248.00
Double H Supply	Supplies	\$47.42
FPPA	Pension	\$1,088.88
Grainland	Fuel	\$438.35
GWRS	Retirement	\$1,527.58
Happy Jack's	Employee Luncheon	\$163.60
Haxtun Car Wash	PD Fleet Maint.	\$10.00
Haxtun Community FCU	Employee Christmast Gifts	\$3,466.00
Hershfeldt, Darin or Lakesha	MD Refund	\$209.99
HF Herald	MD Refund/ Pub./Supplies	\$333.28
NMPP	Power	\$39,370.89
Phillips County Clerk	Record Lien Release	\$39.00
Viaero	Phone	\$328.00
Wilson, Karie	Mileage & Reimb.	\$150.38
Witmer Public Safety	PD Equipment	\$397.00

American Heritage	Supplemental Insurance	\$25.55
Boarder States	Repairs to System	\$241.23
Capital One	Street Bond	\$6,010.25
CEBT	Insurance	\$14,329.20
CO Dept of Revenue	Dec Sales Tax	\$3,009.73
CO Dept of Revenue	Dec Withholding Tax	\$1,325.00
CO Muni League	2021 Membership	\$689.00
Colorado Analytical	water/wastewater testing	\$1,558.00
Dee, Rob	Legal Service	\$1,200.00
Haxtun Building Center	Repairs to System	\$748.13
Haxtun Chamber	2021 Guard 911	\$600.00
Haxtun Tel	Phone	\$439.27
Highline Electric	Utilities	\$141.58
NMPP	Software Support/Supplies	\$2,764.49
Phillips County Landfill	Dump Fees	\$1,659.96
Phillips County Treasurer	Dec Sales Tax	\$190.10
Smith Hardware	Repairs to System	\$69.60
Standard	Supplemental Insurance	\$111.95
Stewart, Jessie	MD Refund	\$200.00
Storey Kenworthy Matt Parrott	2021 tax forms	\$321.68
Sun Life	Supplemental Insurance	\$253.60
US Postmaster	Stamps	\$250.00
VSP	Supplemental Insurance	\$115.96
Witmer Public Safety	PD Equipment	\$319.60

Transfers of Cash

- 12/08/2020 Transfer from MM Savings to Business Checking for accounts payable \$47,000.00
- 12/08/2020 Transfer from MM Savings to HCCC for inactive account \$20.00
- 12/15/2020 Transfer from MM Savings to Business Checking for payroll \$23,500.00
- 12/17/2020 Transfer from MM Savings to Capital Savings year end transfer \$25,000.00
- 12/17/2020 Transfer from MM Savings to Business Checking for accounts payable \$54,500.00
- 12/30/2020 Transfer from MM Savings to Business Checking for payroll \$19,000.00

**Public Comment:**

There was none.

**Regular Business:**

A motion was made by R. Horton and seconded by T. Pope, to keep the public posting place for all public meetings on the front door of the Town Hall. Motion passed.

A motion was made by C. McCarty and seconded by M. Ensminger to adopt the Ordinance 2021-1 to vacate a portion of Edmund Ave. Motion passed and the ordinance follows:

**ORDINANCE NO. 2021-1**

**AN EMERGENCY ORDINANCE APPROVING THE VACATION OF A PORTION OF EDMUND AVENUE**

**WHEREAS**, the Town has received a request that it vacate the western twelve feet (12’) of Edmund Avenue adjacent to Lots 5, 6, and the South 1/2 of Lot 4, Block 7, Highland Park Addition, Town of Haxtun, Phillips County, Colorado also know by the street address as 533 W. Bryan St. Haxtun, CO, 80731 (the “Right-of-Way”); and

**WHEREAS**, Edmund Avenue was platted as a sixty-foot right-of-way but the width of the actual street is thirty feet; and

**WHEREAS**, the Town Council has determined that the Right-of-Way is not needed by the Town for use as right-of-way and is not being held for street, park, or for any other governmental purposes; and

**WHEREAS**, the Town Council has therefore determined it is appropriate to vacate the Town’s interest in the Right-of-Way as provided in this Ordinance.

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

**Section 1.** Subject to the provisions of Sections 2, 3 and 4 hereof, the Town Council of the Town of Haxtun hereby vacates all of the Town’s interest in and to the western twelve feet (12’) of Edmund Avenue adjacent to Lots 5, 6, and the South 1/2 of Lot 4, Block 7, Highland Park Addition, Town of Haxtun, Phillips County, Colorado also know by the street address as 533 W. Bryan St. Haxtun, CO, 80731 (the “Right-of-Way”). Title to the Right-of-Way shall vest upon vacation as set forth in Section § 43-2-302, C.R.S.

**Section 2.** The Mayor is hereby authorized to execute such additional documents as may be necessary to evidence the vacation of the Right-of-Way as set forth herein.

**Section 3.** Pursuant to § 43-2-303(3), C.R.S., the Town of Haxtun hereby reserves an easement for the continued use of existing sewer, gas, water, electric, telephone, and similar lines and appurtenances, and for any other public utilities located in the Right-of-Way.

**Section 4.** All other ordinances or portions thereof inconsistent or in conflict with this Ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

**Section 5.** The Town Council herewith finds, determines and declares that this ordinance is necessary to the immediate preservation of the public health, safety, and welfare. Therefore, the Town Council herewith further finds, determines and declares that it is necessary for this ordinance to take effect immediately upon adoption, provided the same has been adopted and signed by the Mayor and approved by three-fourths of the entire Town Council.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED this  
\_\_\_\_\_ day of \_\_\_\_\_ 2021.

TOWN OF HAXTUN, COLORADO

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Kelsey Harms, Deputy Town Clerk

The council reviewed the Corona Virus Relief Funds (CVRF) deadline that was extended to December 31, 2021. The council discussed possible ways to spend the funds with ideas such as, hand sanitizer stations, a dual drop box for Town Hall, touchless water fountains for the Park and Recreation areas, and hands free/sanitary door pulls. The council and staff will continue to brainstorm ideas for the use of the funds with the extended deadline.

Phillips County Planning Commission sent a letter to the council asking for a representative from the council to meet with them and representatives from the Town of Holyoke at their next meeting to discuss water quality and possible conflicts between town residents and agricultural development in the A1 and A2 zones. Craig McCarty volunteered, and a motion was made by T. Pope and seconded by B. Cionek to appoint C. McCarty as the Town's representative. Motion passed.

There was no update from the PCED Housing Committee. L. Lundgren reported the committee did not meet as scheduled but would hopefully be meeting again at the end of January. Lundgren said she would report back at the next meeting.

A General Service Agreement from Vertical Strategies was presented to the council. The agreement states

- The Town will engage Vertical Strategies to provide grant writing services
- The Town may terminate the agreement proper to completion of services by providing 15 days' written notice
- No deposit is required upon signing the agreement

A motion was made by R. Horton and seconded by M. Ensminger to approve the General Service Agreement with Vertical Strategies. Motion passed.

The Town of Haxtun received a \$1,000.00 donation from Colorado Highlands Wind, LLC to be used as the council see fit to best benefit the community. The council talked about how great the pool committee was doing raising funds, and a motion was made by B. Cionek and seconded by C. McCarty to use the donation for the pool project. Motion passed.

## **Staff Reports:**

Ron Carpenter, Town Superintendent

- Building Permits were reviewed as included in board packet
- The trash truck will need to go back to the shop, the engine has started leaking oil again. Ron has talked with the mechanic that did the first rebuild last summer and there is a 2-year warranty that will cover parts but not labor. Ron will have to find a replacement truck while the maintenance happens on the truck.

Tanya Mayhew, Chief of Police

- The 4 Logan County officers that were hired to help with shift relief have been working, and the going well.
- The new radios have been installed and ready for encryption when dispatch is up and running.
- Tanya has a pending job offer with an applicant that has graduated from Police Academy. The offer is contingent upon the physical and evaluations.
- Chief Mayhew asked the council to be thinking about the requirements of an officer living in Town limits. She believes that the officer needs to have a 10-minute response time and does not believe that gives a far radius on Town limits. Also, car mileage and liability for personal vehicles should that officer respond are other things to keep in mind.

Kelsey Harms, Deputy Town Clerk

- SIPA grant deadline closed on 12/30/2020. Recipients should be notified around the second week of February.
- Golf Cart registration is due by February 1, 2021 \$15.00 for renewals and new carts are \$30 and require a police inspection.
- Pets are required to be licensed by April 30, 2021.

## **Council Concerns:**

There were none.

A motion was made by T. Pope and seconded by C. McCarty to adjourn. The meeting adjourned at 7:32pm subject to the call of the Mayor Pro Tem.

Kelsey Harms  
Deputy Town Clerk