

# Town of Haxtun

May 3, 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, Mike Ensminger, Ryan Horton, and Tana Pope. Mayor Biesemeier was absent, and in his place, 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, Kelsey Harms, Deputy Town Clerk, and Karie Wilson, Town Clerk/Treasurer.

Guests in attendance were Rob and Arlene Martinez, Jenn Oberle, Haxtun Chamber of Commerce, and Greg Etl, Department of Local Affairs.

A motion was made by R. Horton, and seconded by T. Pope, to approve the agenda with the addition of a request from Phillips County for a contribution to the Ovid Meet and Eat Kitchen. All present voted yes, and the motion carried.

A motion was made M. Ensminger and seconded by R. Horton to approve the consent agenda, which includes the regular meeting minutes of April 5, 2021, the following monthly invoices to be paid, and transfers of cash. All present voted yes. Motion carried.

|                              |                         |             |
|------------------------------|-------------------------|-------------|
| April Payroll                | Taxes                   | \$10,099.99 |
| April Payroll                | Salary                  | \$44,430.03 |
| Amazon.com                   | Office Supply           | \$140.88    |
| Apex                         | Shredding Service       | \$60.00     |
| Black Hills                  | Utilities               | \$494.96    |
| Bornhoft, Chris              | Mileage/Travel Exp      | \$295.48    |
| CO Ass'n of Chiefs of Police | Conference              | \$375.00    |
| CO State Treasurer           | 1st Qtr 2021 UITR       | \$374.34    |
| Consolidated Plastics        | Rugs                    | \$290.20    |
| Crowne Plaza                 | Travel Exp              | \$384.84    |
| Edwards Concrete             | Storage Shed Foundation | \$2,000.00  |
| FPPA                         | Pension                 | \$1,609.56  |
| Gall's                       | Uniforms                | \$22.19     |
| GWRS                         | Retirement              | \$1,564.96  |
| Haxtun Chamber               | Annual Banquet          | \$250.00    |
| HF Herald                    | Supplies/Publications   | \$236.21    |
| Holiday Inn Express          | Travel Exp              | \$192.23    |
| Kondella, Cameron            | Travel Exp              | \$12.15     |
| MASA                         | Supplemental            | \$2,720.00  |
| NMPP                         | Power                   | \$39,980.88 |
| Perfection Door              | Quonset Door            | \$124.00    |

|                          |                          |             |
|--------------------------|--------------------------|-------------|
| Petty Cash               | Kondella Training        | \$75.00     |
| Petty Cash               | Bornhoft Training        | \$100.00    |
| Phillips County          | Record Deeds             | \$5.00      |
| Redwood Toxicology       | Drug Screening           | \$37.70     |
| Rockwell Construction    | Shop Down Payment        | \$54,919.00 |
| US Postmaster            | Stamps                   | \$254.00    |
| Vertical Strategies      | Grant Writer             | \$525.00    |
| Viaero                   | Phone                    | \$332.36    |
| Wilson, Karie            | Record Deeds             | \$135.00    |
| American Heritage        | Supplemental Insurance   | \$25.55     |
| Capital One              | Street Bond              | \$6,010.25  |
| CEBT                     | Insurance                | \$14,788.00 |
| CIRSA                    | CSWAMP/VAMP              | \$66.18     |
| CO Analytical            | Water/Wastewater Testing | \$68.00     |
| CO Dept of Revenue       | April Sales Tax          | \$2,879.16  |
| CO Dept of Revenue       | April Withholding Tax    | \$1,466.00  |
| ERHCB                    | Books                    | \$344.70    |
| Haxtun School Dist       | PD yearbook ad           | \$100.00    |
| Haxtun Telephone         | Phone                    | \$440.30    |
| Highline Electric        | Utilities                | \$97.69     |
| Lauer, Szabo, & Assoc.   | Audit Fee                | \$8,798.00  |
| Matt's Sprinkler Service | Repairs to System        | \$259.00    |
| Office Service           | Copier Maint             | \$78.58     |
| Phillips County Landfill | Dump Fee                 | \$2,117.88  |
| Precision Plumbing       | Repairs to System        | \$163.97    |
| Rudy's GTO               | Repairs/Maint.           | \$39.00     |
| Sargent Drilling         | Repairs to System        | \$4,609.26  |
| Spelts, Pete             | Restitution              | \$856.12    |
| Standard                 | Supplemental Insurance   | \$111.95    |
| Sun Life                 | Supplemental Insurance   | \$253.60    |
| Trum, Kristin            | Restitution              | \$200.00    |
| U.S. Postmaster          | Stamps                   | \$254.00    |
| Vance, Jaque             | MD Refund                | \$123.86    |
| VSP                      | Supplemental Insurance   | \$115.96    |
| Western United Electric  | Repairs to System        | \$21.98     |

#### Transfers of Cash

04/06/2021 Transfer from MM Savings to Business Checking for accounts payable \$195,000.00  
04/15/2021 Transfer from MM Savings to Business Checking for payroll \$18,500.00  
04/16/2021 Transfer from MM Savings to Business Checking for accounts payable \$44,000.00  
04/29/2021 Transfer from MM Savings to Business Checking for payroll \$18,500.00  
04/29/2021 Transfer from MM Savings to Business Checking for accounts payable \$58,000

**Public Comment:**

No public comments were given.

**Regular Business:**

The Oath of Office was given to Rob Martinez. Rob will serve as Trustee until November 2022. He was welcomed to his seat at the council table.

A public hearing was held for the Haxtun Chamber of Commerce special event liquor license. The organization applied a permit to serve liquor during the Old Fashioned Saturday Night event. The beer garden will be placed on the driveway and sidewalk on the East side of the Emergency Services Building at 101 N Colorado Ave, and later in the evening will extend in the South portion of the interior of the EMS building for the Corn Hole competition.

A motion was made by T. Pope and seconded by B. Cionek to approve the application. A roll call vote was held, and all in attendance voted in favor of the application. Motion passed.

The Dutch Oven Smokehouse and Steakhouse Co. submitted a renewal application for their establishment at 202 S Colorado Ave. They also included the sidewalk service as part of their request.

A motion was made by B. Cionek and seconded by T. Pope to renew the license. A roll call vote was held and all in attendance voted in favor of the application. Motion passed.

Greg Etl, from DOLA, gave information to the council about a grant for the new shop building. The Town could use the shop building shell and flatwork as matching funds towards a grant that would provide for the cement flatwork, electric, plumbing, interior finishing, HVAC system, driveway approach and other building needs.

The application is due in August, with DOLA committee hearings held in November. If the Town is awarded the grant, it would take about 90 days to receive a contract from the State. No obligations or contracts for the remainder of the work may be signed until the contract with DOLA is signed. He suggested that the Town build contingency into the shop estimates, up to 20%, and then update the estimates before the actual hearing.

Greg can make no promises but thought that the Town has a fairly good chance to receive the grant, even though the state funding has declined somewhat.

DOLA also has grants for water lines, sewer lines, drainage issues, and administrative planning grants.

Phillips County Economic Development had made an earlier request to increase the yearly dues paid by the Town towards the organization to help cover the yearly expenses by \$1500 annually. They are planning to increase the director's salary from \$35,000 to \$50,000 per year.

After discussion of what PCED does do for the Town of Haxtun, a motion was made by T. Pope and seconded by B. Cionek to increase the amount we donate to the organization. Motion passed.

The Haxtun Tree Board needs another member to fill a vacant seat. Current membership consists of Ron Carpenter, Jared Andersen, Doug Larson, and Jack Falk. The board meets as needed.

The Town of Ovid made a request to Phillips County for a donation to the Ovid Kitchen. The kitchen prepares and delivers approximately 326 meals on a weekly basis to Sedgwick and Phillips County senior residents that participate in the program. Haxtun residents make up 81 of those meals weekly.

A motion was made by R. Horton, and seconded by T. Pope, to donate \$1500 of our allocated CARES Act funding to this cause. Motion passed.

**Discussion:**

Proposed changes to the animal ordinance to allow for chickens was discussed. The clerk's office had sent out ideas discussed at the April 19, 2021 work session and information from CSU extension on backyard chickens.

Ideas included, among others, were: No more than 6 chickens, no roosters, no other fowl. Chicken coops will require a building permit, chickens must stay in the coop/run – no free range chickens, coop/run must be behind the residence, coop/run must be enclosed with a privacy fence, renters must have the approval of their landlords, town may inspect the premises, and deny a permit based on condition of coop/run/chickens, no liability to a neighboring dog owner if birds are injured or killed if they are outside their property.

The existing animal ordinance will be repealed, the chicken portion will be added to it. There may also be changes made to the existing animal ordinance.

Financing options for the proposed ballot question and street project were discussed. Ideas discussed were paying off current loans and bonds with available cash, comparing USDA loans and conventional lenders, and reviewing amortization schedules for 15 /10 year and various interest rates. Debt questions are a TABOR issue and will go before the voters for approval in November 2021.

Using the community center sales tax for 4-5 years would help the General Fund revenue with upgrading other streets that are not in the proposed project. This question would go before the voters, as the community center sales tax may not be used for any other use but the maintenance of the center.

A suggestion was made to separate the two ballot issues. If the one ballot issue concerning the community center would fail, and the other issue concerning going into debt would pass, or vice-versa, street maintenance could still move forward.

Ron does not feel an engineer is necessary for the proposed street project currently. If water or sewer lines or drainage issues were involved, engineering would be involved. He will contact a few companies to inquire in what an engineer would cost and reach out to some conventional banks. Both issues are required if we apply to the USDA for a grant.

Ron is also in the final stages of applying for a Colorado Department of Transportation grant. If awarded in full, the funding will pave North Colorado Avenue from Strohm Street to Powell Street, sidewalks and sidewalk approaches updated for ADA compliance, and the Haxtun Grade School parking lot (which the Town owns). This CDOT grant has a 20% requiring match, which is approximately \$126,000. The project must be completed in 2021.

**Staff Reports:**

Ron Carpenter, Town Superintendent

- Building Permits *were reviewed as included in board packet.*
- Two wells need repaired. The #2 Well on Westridge Ave and the #1 Well on North Colorado Ave. Sargent Drilling has been contacted and is working on both issues.
- Arnold Pool will be repairing the swimming pool this week. Heather is hiring lifeguards; the pool is usually open for the season the day after Memorial Day.

- NKC Rail Net has been in contact with Ron regarding the crossing on South Colorado Avenue. CHS is also interested in fixing their portion of the crossing. NKC is going to get estimates on the cost of the work before meeting with the Town and CHS.
- The Haxtun Hospital put a camera on the town's shop building to watch their building progress. Ron spoke to Russ Anderson about cameras for the new shop building. The clerk's office will also need a camera for the Town Hall to cover the payment drop box.

Tanya Mayhew, Chief of Police

- Council reviewed the 2021 1<sup>st</sup> quarter department stats.

Karie Wilson, Town Clerk/Treasurer

- A thank you card was received from the FFA for the use of the community center.
- Northeast Rural Philanthropy Days will be held virtually and in person in Hugo and Limon CO June 9-11, 2021.
- A payment drop box and power washer will be purchased with CARES Act funding.

**Council Concerns:**

There were none mentioned.

A motion was made by R. Horton and seconded by B. Cionek to adjourn. The meeting adjourned at 8:58 pm subject to the call of the Mayor.

Karie Wilson  
Town Clerk/Treasurer