

Town of Haxtun
December 13, 2021
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 Town Hall. Roll call was taken with the following council members present: Bob Cionek, Ryan Horton, Lori Lundgren, Rob Martinez and Tana Pope. Mike Ensminger was absent. Mayor Bieseemeier led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Tom Bullard, Interim Police Chief, Vickie Freemyer, Librarian and Karie Wilson, Town Clerk/Treasurer.

Guests attending were Candie Fix, Haxtun-Fleming Herald, and David Green.

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

A motion was made by L. Lundgren and seconded by B. Cionek to approve the consent agenda, which included the regular meeting minutes of November 1, 2021, the budget hearing minutes from December 6, 2021, the following monthly invoices to be paid, and transfers of cash. All present voted yes, and motion carried.

Public Comment:

David Green spoke to the council about the power outage on December 6, 2021, and the status of the Town's transformer. He wondered if local businesses should have their own back up generation. He encouraged the council to be diligent in their planning for future outages.

Mayor Bieseemeier responded that Mr Green's concern is the Town's concern. The backup mobile transformer unit was 5 hours away, with another 8-12 hours to install at our substation, with a cost of \$180,000 minimum, but also agreed with Green, that we do need some type of backup.

Ron explained to Green, and the rest of the group, that the outage was on WAPA's side of our substation. Their protocol called for extensive testing on our transformer before they would reenergize it. The tests took 4-5 hours each to run, and the outage took much longer than we thought necessary. Our transformer passed all the tests.

David also wondered about how much water the town had for use during the outage. Ron thought about 200,000 gallons, or about a day and a half more of use.

Brandon and Ron have a meeting planned with HEA, to see if there was a way their company could back up the town in the future.

Regular Business:

Vickie Freemyer, Haxtun Librarian, gave a report on the past year to the council. She felt the Library had a very good year of serving the community. Summer Reading program resumed with the help of business professionals and a local author. She also applied for a grant for books and will hopefully receive between \$3500-\$4500.

Mayor Bieseemeier mentioned that the back side of the library will face the entrance to the new medical clinic, and would like to have the rear entrance "dressed" up. Vickie did mention that the current rear entry does include steps, and the entrance would have to be ADA compliant. There could be grants available for the upgrades.

The 2022 Proposed Budget was briefly discussed. The budget hearing had been held by flashlight during the power outage on 12/6/2021, as there was not legally time to re-publish and hold the hearing at another time before the mill levy was due to the Phillips County Assessor.

A motion was made by L. Lundgren and seconded by R. Horton, to adopt the Resolution 2021-7 to Adopt Budget. All present voted to approve, and motion passed.

TOWN OF HAXTUN

Resolution 2021-7

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, 2022 ENDING ON THE LAST DAY OF DECEMBER, 2022.

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, submitted a proposed budget to this governing body by October 15, 2021 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 6, 2021 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	\$3,175,156
Community Center Fund	29,130
Electric Fund	1,298,770
Water Fund	445,929
Sanitation Fund	186,540
Sewer Fund	239,430
Library Fund	35,820
Conservation Trust Fund0
Total	\$ 5,407,775

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

General Fund

From appropriated surpluses	\$ 179,828
From sources other than general property tax	2,826,737
From the general property tax levy	<u>168,591</u>
Total General Fund	3,175,156

Community Center Fund

From appropriated surpluses	\$ 25,030
From sources other than general property tax	<u>4,100</u>
Total Community Center Fund	29,130

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	\$ 1,903
From sources other than general property tax	19,260
From general property tax levy	<u>14,657</u>
Total Library Fund	35,820

Electric Fund

From appropriated surpluses	\$ 242,835
From sources other than general property tax	<u>1,055,935</u>
Total Electric Fund	1,298,770

Water Fund

From appropriated surpluses	\$ 104,889
From sources other than general property tax	<u>341,040</u>
Total Water Fund	445,929

Sanitation Fund

From appropriated surpluses	\$ 4,320
From sources other than general property tax	<u>182,220</u>
Total Sanitation Fund	186,540

Sewer Fund

From appropriated surpluses	103,533
From sources other than general property tax	<u>132,897</u>
Total Sewer Fund	236,430

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 2022.

ADOPTED, this 13th day of December, 2021.

TOWN OF HAXTUN

Brandon Bieseimeier, Mayor

ATTEST _____

Karie L Wilson, Town Clerk/Treasurer

A motion was made by T. Pope and seconded by B. Cionek, to adopt the Resolution 2021-8 to Appropriate Sums of Money. All present voted to approve, and motion passed.

TOWN OF HAXTUN

RESOLUTION 2021-8

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 2022 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	\$ 1,457,656
Capital Outlay	<u>1,717,500</u>
Total General Fund	3,175,156

Community Center Fund

Current Operating Expenses	\$ 29,130
Capital Outlay	<u>0</u>
Total Community Center Fund	\$ 29,130

Conservation Trust

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

Library Fund

Current Operating Expenses	\$ 35,820
Capital Outlay	<u>0</u>
Total Library Fund	\$ 35,820

Electric Fund

Current Operating Expenses	\$1,298,770
Capital Outlay	<u>0</u>
Total Electric Fund	\$1,298,770

Water Fund

Current Operating Expenses	\$ 445,929
Capital Outlay	<u>0</u>
Total Water Fund	\$ 445,929

Sanitation Fund

Current Operating Expenses	\$186,540
Capital Outlay	<u>0</u>
Total Sanitation Fund	\$ 186,540

Sewer Fund

Current Operating Expenses	\$ 236,430
Capital Outlay	<u>0</u>
Total Sewer Fund	\$ 236,430

ADOPTED, this 13th day of December, 2021.

TOWN OF HAXTUN

Brandon Bieseimeier, Mayor

ATTEST:

Karie L Wilson, Town Clerk/Treasurer

A motion was made by R. Martinez and seconded by R. Horton to adopt the Resolution 2021-9 to Set Mill Levies. All present voted to approve, and motion passed.

TOWN OF HAXTUN

RESOLUTION 2021-9

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2022 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE TOWN OF HAXTUN, COLORADO, FOR THE 2022 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 13th, 2021.

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$183,248 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 2022 Budget Year, there is hereby levied a tax of 22.017 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2022.

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 13th day of December, 2021.

TOWN OF HAXTUN

Brandon Bieseimer, Mayor

ATTEST:

Karie L Wilson, Town Clerk/Treasurer

A motion was made by L. Lundgren and seconded by T. Pope to adopt the Resolution 2021-10 to set the 2021 Supplemental Budget Appropriations. All present voted to approve, and motion passed.

TOWN OF HAXTUN, COLORADO

Resolution 2021-10

2021 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 2021 Budget which are necessary for the town's 2021 operations could not have been reasonably foreseen at the time of the adoption of the 2021 Budget; and

WHEREAS, the Town Council has been advised by the Town Clerk/Treasurer that the revision to the 2021 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 2021 appropriations for the General Fund shall be increased from \$1,161,394.00 to \$1,321,894.00 for the following purpose:

The down payment and other costs associated with building a new maintenance shop building of \$107,115.00 and street work associated with cross pans and curb and gutter work of \$53,385.00 for a total of \$160,500.00 increase in spending.

The 2021 appropriation for the Water Fund shall be increased from \$246,550.00 to \$338,681.00 for the following purpose:

Repairs to the West Well, the Plant Well and the water tower of \$92,131.00 increased spending, using ARP funding.

If necessary, for the current street bond payoff, the 2021 appropriations for the General Fund shall be increased from 1,321,894.00, in an amount up to \$300,000.00, to \$1,621,894.00.

If necessary, for the current street bond payoff, the 2021 appropriations for the Electric Fund shall be increased from \$1,243,970.00, in an amount up to \$100,000.00, to \$1,343,970.00.

If necessary, for the current street bond payoff, the 2021 appropriations for the Water Fund shall be increased from \$338,681.00, in an amount up to \$100,000.00, to \$438,681.00.

If necessary, for the current street bond payoff, the 2021 appropriations for the Sewer Fund shall be increased from \$142,860.00, in an amount up to \$100,000.00, to \$242,860.00

ADOPTED this 13th day of December, 2021

TOWN OF HAXTUN, COLORADO

Brandon Bieseemeier, Mayor

ATTEST:

Karie L Wilson, Town Clerk/Treasurer

A motion was made by T. Pope and seconded by B. Cionek to approve the following 2021 Cash Fund Balance Transfers. All present voted to approve and motion passed.

2021 Fund Balance Cash Transfers

Electric Fund to General Fund	<u>\$275,000.00</u>
	\$275,000.00

2021 Fund Balance Cash Transfers

(will be made if necessary for the Current Street Bond Payoff in amounts up to the following)

Electric Fund to General Fund	\$100,000.00
Water Fund to General Fund	\$100,000.00
Sewer Fund to General Fund	<u>\$100,000.00</u>
	\$300,000.00

A motion was made by R. Horton, and seconded by L. Lundgren to adopt the following ordinance to vacate an alley in the Highland Park Addition. All present voted in favor of the motion, and the motion passed.

ORDINANCE NO. 2021-5

AN ORDINANCE APPROVING THE VACATION OF AN ALLEY WITHIN BLOCK 9, HIGHLAND PARK ADDITION, TOWN OF HAXTUN, COLORADO

WHEREAS, there was dedicated to the Town a fifteen foot (15’) alley running along the south side of Lot 13 and north to south along the west side of Lots 5 through 13, Block 9, Highlands Addition, Town of Haxtun, Phillips County, Colorado (the “Alley”), which was recorded at Book 72, Page 21 in the records of the Phillips County Clerk and Recorder; and

WHEREAS, the Board of Trustees has determined that the Alley is not needed by the Town for use as an alley; and

WHEREAS, the Board of Trustees has determined that the Alley is not being held for street, park, or for any other governmental purposes; and

WHEREAS, the Board of Trustees has therefore determined it is appropriate to vacate the Town's interest in the Alley as provided in this Ordinance.

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

Section 1. Subject to the provisions of Sections 2, 3 and 4 hereof, the Board of Trustees of the Town of Haxtun hereby vacates all of the Town's interest in and to the fifteen (15) foot alley running along the south side of Lot 13 and north to south along the west side of Lots 5 through 13, Block 9, Highlands Addition, Town of Haxtun, Phillips County, Colorado, as shown on Exhibit A attached hereto and incorporated herein by reference (the "Alley"). Title to the Alley shall vest upon vacation as set forth in Section 43-2-302, C.R.S.

Section 2. The existing fifteen (15) foot for public utilities within the Alley area shall not be altered or amended by virtue of this Ordinance.

Section 3. The Mayor is hereby authorized to execute such additional documents as may be necessary to evidence the vacation of the Property as set forth herein.

Section 4. Pursuant to Section 43-2-303(3), C.R.S., the Town of Haxtun hereby reserves an easement for the continued use of existing electric, telephone, and similar lines and appurtenances, and for any other public utilities located in the Alley.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED this 13th day of December, 2021.

TOWN OF HAXTUN, COLORADO

By: _____

Brandon Bieseimeier, Mayor

ATTEST:

Karie L. Wilson, Town Clerk

EXHIBIT A

As shown on the survey plat of Lots 8-13, Block 9, Highland Park Addition to Haxtun, Phillips County, Colorado. Reception # 247541 and recorded on 7/22/2021.

CIRSA quoted the Excess Crime supplemental policy at \$550 for an extra \$500,000 coverage. A motion was made to accept the quote by B. Cionek, and seconded by R. Horton. Motion passed.

Lori Lundgren's term is expiring for representing the Town Council on the Phillips County Economic Development Board. A motion was made by R.Horton, and seconded by T. Pope to re appoint Lori to the board. Motion passed.

A motion was made by R. Martinez and seconded by R, Horton, to give the full time employees \$350 and the part time employees \$250 in a VISA gift card from the Haxtun Community Credit Union. Motion passed.

Haxtun Community Childcare Center has received several grants, and the funds have come as pass through grants to the Town of Haxtun These funds have been given to help with the upkeep of the building. The council would like to visit with the HCCC Board of Directors in an upcoming meeting or work session.

A motion was made by R. Horton, and seconded by L. Lundgren, to gift the remaining CARES ACT funds of \$1104 to the Haxtun Food Basket. Karie will contact Barb Wernsman to see if their organization can use the funds within the restrictions of the CARES ACT. All present voted in favor of the motion and the motion passed.

Rob Martinez, representing the Polic Chief hiring committee, reported to the council that the committee recommended offering their top candidate, Nathon Nadow, a conditional offer of employment, as long as he successfully passes the next steps in the hiring process.

A motion was made by R. Martinez, and seconded by L. Lundgren, to abide by the hiring committee decision and offer the Police Chief position to Nathon Nadow. Motion carried.

A motion was made by T. Pope, and seconded by R. Martinez, to accept a bid from Simon Construction for \$1,417,256.80 for the 2022 Street Project. The company will start on the project as soon as weather allows. Motion passed.

Discussion Items:

The council discussed the personnel policy that calls for employees to live within the corporate limits of the town. Discussion included to possibility of a change to the emergency and public works response times, or set by mile radiance of town. Also, departments should set their own policies on take home vehicles. The council voiced strong opinions on the police department, the officers should have their vehicles with them at their homes.

Staff Reports:

Ron Carpenter, Town Superintendent

- Building Permits were reviewed as included in the board packet.
- Met with Highline Electric Association for potential back up for the town from their system. It would involve a step down transformer, and installation and engineering for HEA to meet our electrical requirements.
- WAPA ran tests on our transformer, and we will not need these tests run for again for 6 years.
- WAPA is not going to charge us for moving their mobile unit from Casper WY on December 6, 2021. The unit is now in Loveland, CO.

- Updating our electrical system from a 4100 to a modern 7200 system would cost approximately \$4-5 million. WAPA owns 13% of our transformer, and the Town of Haxtun owns 87%.
- Sargent Drilling will be putting the plant well back together this week.
- DOLA awarded the Town of Haxtun the Energy Impact Grant to finish the maintenance shop building. The award is \$194,136. This includes the concrete, the utilities, heat, plumbing, restroom, and office. The septic system is not included in the grant.
- Ron attended a MEAN meeting in Kearney a couple weeks ago, the main topic of discussion was raising the electrical rates. It could affect the towns expense from \$6500 - \$27000 per year.
- The council reviewed a rate study for the enterprise funds, with \$1-\$3 dollar increases in the base rates for all funds shown. The Electric and Sanitation funds are in the most need of a rate increase, with the last increase in 2015. The council will study this further in January 2022.

Tom Bullard, Interim Chief of Police

- Has received some offers of help from Yuma County agencies.
- Several inquiries have been made for the officer position. Tom will update the ad, to include the benefits, to entice applicants.

Karie Wilson, Town Clerk/Treasurer

- The office will be closed on 12/15, 12/16 for an hour and half in the mornings for trainings.
- Thank you notes were received from the Haxtun FFA and the Tanya Mayhew families.
- December office and shop closings for Christmas and New Years will be 12/23/21 at 11:00 a.m., 12/24/2021 Closed, 12/31/21 closed at 11:00 a.m., and 1/3/2022 closed. Our first council meeting will be on January 4, 2022.

Council Concerns:

Bob voiced concern over parking on the East side of Colorado Avenue across the street from the Haxtun Supers parking lot. The vehicles parked there could become a problem.

Ryan would like a story about the electrical outage to quell some rumors about the Town's transformer.

Tom suggested we advertise about the reverse 911 calls for emergency contact. Many citizens did not get the texts or emails about the power outage.

A motion was made by R. Horton and seconded by B. Cionek to adjourn. The meeting adjourned at 8:37 pm subject to the call of the Mayor.

Karie Wilson
Town Clerk/Treasurer