

Town of Haxtun

February 7, 2022
REGULAR MEETING
MINUTES

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, Rob Martinez and Tana Pope. Mayor Bieseemeier led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Nathon Nadow, Chief of Police, Kelsey Harms, Deputy Town Clerk, and Karie Wilson, Town Clerk/Treasurer.

Also in attendance was Candie Fix, representing the *Haxtun-Fleming Herald*.

A motion was made by R. Horton and seconded by M. Ensminger to approve the agenda, with the addition of Karie Wilson's retirement announcement, 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 January 4, 2022, the special meeting minutes of January 17, 2022, the following monthly invoices to be paid, and transfers of cash. All present voted yes, and motion carried.

January Payroll	Taxes	\$10,387.15
January Payroll	Salary	\$44,441.71
Amazon	PD Phone	\$87.54
Berkheimer, Jeff	2022 Curb/Gutter Reimb	\$834.00
Black Hills	Utilities	\$1,387.02
Brom Recycling	Concrete Crushing	\$22,605.00
Butler/Snow	Bond Attorney	\$20,000.00
CAMU	Dues	\$399.12
Carpenter, Ron	Record Vacate/Survey	\$41.00
Cionek, Rob	2022 Curb/Gutter Reimb	\$630.00
CIRSA	Supplemental	\$2,284.52
CO Association of Chiefs of Police	Dues	\$250.00
CO Association of Chiefs of Police	Conference Registration	\$315.00
CO Dept of Revenue	Dec Sales Tax	\$3,208.64
CO Rural Water	Conference Registration	\$320.00
CO State Treasurer	4th Qtr UITR	\$376.41
Cochran, Cash	2022 Curb/Gutter Reimb	\$173.75
Dee, Rob	Judge	\$1,200.00
Ensminger Construction	Repairs to System	\$4,452.65
Firme, Matt	2022 Curb/Gutter Reimb	\$556.00
FPPA	Pension	\$1,322.06
FUSA	Airport Insurance	\$2,099.00
Godaddy.com	townofhaxtun.com domain	\$284.60
Grainland	Fuel	\$633.66
GWRS	Retirement	\$1,784.62
Ham, Rodney	2022 Curb/Gutter Reimb	\$2,029.40
Haxtun Building Center	2022 Curb/Gutter Reimb	\$634.00

Haxtun Car Wash	PD Fleet Wash	\$33.00
Haxtun Chamber	Guard911	\$600.00
Haxtun Supers	Supplies	\$96.65
HEA	Utilities	\$91.20
Kuehn, Chris	Janitorial	\$390.00
Kurtzer, Richard	2022 Curb/Gutter Reimb	\$850.00
LEC Construction	Repairs to System	\$4,916.00
Mega Music	Baseball Sound System	\$811.97
NE CO Health Dept	Wastewater Permit	\$500.00
NMPP	Distribution Services	\$1,320.00
NMPP	Power	\$48,323.47
PCED	1st Qtr Contribution	\$375.00
Petty Cash	Postage	\$93.25
Phillps County Landfill	Dump Exp	\$2,249.64
Red J Welding	Supplies	\$80.61
Rudy's GTO	Repairs/Maint.	\$269.36
Sauder, Margo	2022 Curb/Gutter Reimb	\$625.50
Stewart, Jessie	2021 Summer Fun Reimb	\$120.00
Stone, JD	2022 Curb/Gutter Reimb	\$208.50
Viaero	Phone	\$361.11
Vista Print	PD business cards	\$140.67
Waite, Connie	2022 Curb/Gutter Reimb	\$688.05
WAPA	Electric Maint.	\$1,133.91
Wilson's Repair	Repairs/Maint.	\$1,097.98

Apex	Shredding Service	\$60.00
Border States	Repairs to System	\$1,118.76
CCNC, Inc	Dues	\$100.00
CEBT	Insurance	\$12,550.40
CO Analytical	Water Testing	\$23.00
CO Dept of Revenue	January Sales Tax	\$3,611.00
CO Dept of Revenue	January Withholding Tax	\$1,502.00
CO Rural Water	Dues	\$300.00
Crescent Electric	New Shop Supplies	\$2,467.93
DISSCO	Crack Seal Material	\$5,803.33
ERHBC	Library Books	\$276.55
Haxtun Building Center	Repairs	\$1,351.16
Haxtun School Dist	Publication	\$100.00
Haxtun Supers	Supplies	\$12.19
Haxtun Telephone	Phone/Internet	\$620.59
HEA	Utilities	\$97.78
HF Herald	Supplies/Publications	\$2,576.91
Ingram	Library Books	\$137.39
Kuehn, Chris	Janitorial	\$330.00
NE, KS, CO Railway	Water Pipeline Easement	\$1,026.21
NECALG	22' County Express Cont.	\$860.00
PC Telcom	Phone/Internet	\$207.89

Phillips County Treasurer	January Sales Tax	\$279.86
Precision Plumbing	Repairs	\$870.00
Rockwell Construction	Final Shop Payment	\$91,532.00
Rudy's GTO	Repairs/Maint.	\$145.76
Standard	Supplemental Insurance	\$111.95
Statz, Lila	MD Refund	\$137.88
Sun Life	Supplemental Insurance	\$253.60
U.S. Postmaster	Stamps	\$276.00
UNCC	Transmissions	\$13.00
VSP	Supplemental Insurance	\$89.99
Wilson's Repair	Repairs/Maint.	\$993.29

Transfers of Cash

01/05/2022 Transfer #1 - \$256,715 for accounts payable
01/13/2022 Transfer #2 - \$19,000 for payroll
01/20/2022 Transfer #3 - \$20,850 for accounts payable
01/27/2022 Transfer #4 - \$23,500 for accounts payable
01/31/2022 Transfer #5 - \$19,000 for payroll

Public Comment:

There was no public comment.

Regular Business:

Karie Wilson, Town Clerk/Treasurer, read her letter of intent to retire effective June 1, 2022. A motion was made by R. Horton, and seconded by L. Lundgren to appoint Kelsey Harms as Town Clerk/Treasurer as of June 1, 2022. Motion passed.

The clerk's office will put together a job announcement and advertise for the assistant or deputy clerk position.

The hearing for the special event liquor license was held for the Haxtun Gun Club. A motion to approve the application was made by R. Martinez and seconded by T. Pope. A roll club vote was held, with all in attendance voting to approve the application. Motion passed.

A motion was made by T. Pope, and seconded by B. Cionek to appoint Ron Carpenter and Mike Ensminger as the CAMU designated representatives for 2022. Motion passed.

A motion was made by M. Ensminger and seconded by R. Horton to sign the Audit Engagement Letter with Lauer, Szabo and Associates for the 2021 Audit. The audit will take place the week of March 8, 2022. Motion passed.

Colorado Highland Wind sent a \$1000 donation. The council tabled the decision on where to use the funds.

A brief discussion was held about the daycare, and if the organization could use the donated funds. More discussion will be held on that at a later date.

A motion was made by L. Lundgren and seconded by T. Pope to adopt the Ordinance 2022-2. This Ordinance will take the place of Ordinance 2021-5, which had an error in the number of the original book as it was recorded at Phillips County. Motion passed, and the Ordinance will be re-published and re-recorded.

ORDINANCE NO. 2022-2

AN EMERGENCY 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 205, 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, here by referenced as (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.

Section 5. Ordinance No 2021-5, adopted December 13, 2021, and 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 6. The Town Council here with finds, determines, and declares that this emergency ordinance is genuinely and urgently necessary for the immediate preservation of the public health, safety and welfare and is a matter on which immediate action is genuinely and urgently necessary. Therefore, the Town Council herewith further finds, determines and declares that it is necessary for this emergency 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 7th, day of February, 2022.

TOWN OF HAXTUN, COLORADO

By: _____

Brandon Bieseimeier, Mayor

ATTEST:

Karie L. Wilson, Town Clerk

Bids were received and discussed as follows for the New Town Maintenance shop:

Framing the Office/Restrooms	Cochran and Vandembark Construction	\$37900.00
	Stroyek Contracting, LLC	\$48000.00
Cement Work	L.E.C. Construction	\$68730.82
	RockWell Construction	\$91174.00
Electrical	Fetzer Electric	22150.00
Plumbing/Heating	Precision Plumbing	10900.00
	Precision Plumbing	23500.00
Heat/AC	Lyles Repair	3382.00
Gas Service	Black Hills Energy	15687.00

A motion was made by L. Lundgren and seconded by M. Ensminger to approve the bid submitted by L.E.C. Construction of \$68730.82 for the cement work. Motion passed.

A motion was made by R. Martinez and seconded by T. Pope to approve the bid submitted by Cochran Vandembark Construction for the 12'X40' office/restroom addition of \$37900.00, with the addition of a signature line stating "labor is included in bid". Motion passed.

A motion was made by M. Ensminger and seconded by R. Horton to approve the remaining bids from Fetzer Electric, Precision Plumbing, Lyles Repair and Black Hills Energy. Motion passed.

DOLA Energy Impact Grant awarded the Town of Haxtun \$194,136 for the project. The Town has matching funds spent of \$185000 ??? The water line and sewer lines are a separate line item in the project and not part of the bids above.

Discussion Items:

A designated truck route for travel throughout the town limits was discussed. B. Biesemeier brought up several streets in town that seemed to get abused by semis and farm trucks. The Town has a truck/trailer parking ordinance in place that will be reviewed. A damage deposit for contractors could be instated for skid steer and other small loaders and trucks damaging the streets as part of a building project. This could be made a part of the building permit policy. Nate and Ron will look at possible truck routes.

The council discussed the current personnel policy calling for all employees to live inside the current city limits. A policy will be written to allow full time employees to live up to 10 miles outside the city limits, with no mileage limitation for non-emergency full time personnel.

The police department will have the flexibility to make their own policy decision on how far away from the city limits their employees may live.

Staff Reports:

Ron Carpenter, Town Superintendent

- Building Permits were reviewed as included in the board packet.

1/6/2022	1225	Cristy Freemyer	422 E Strohm	Self	Install 10X 16 Shed	1750	25	78.75
1/10/2022	1226	Dave Green	422 N Colorado	Self	Finish basement HVAC, Windows, doors, bathroom remodel, kitchen,	2200	25	99
1/21/2022	1227	Kim Bowers	106 S Lincoln	Garry Forry	GORBOW c/o concrete patio	25000	137.5	1125

- The Town of Haxtun submitted an application for the CDOT Main Street Grant. The project totals \$737,000, with a 20% match of \$147,400.
- The 2022 Street project was discussed, and a map reviewed on the paving project and chip seal project. Oil and rock for the chip seal prices are unknown as of now.
- All the property owners that will be disrupted by the street work will be given written notification, so they may prepare to move vehicles off the streets and use alternate routes when the time comes for the projects.

Nathon Nadow, Chief of Police

- The new flooring has been installed in the office. Painting the offices has also begun.
- Working on updating department policies.
- Partnering with the school, hospital and multiple emergency service organizations to work on an active shooter program.
- Officer applicant pulled his application, so the department is still looking for a third officer.

Karie Wilson, Town Clerk/Treasurer

- November and December 2021 Financials were reviewed.
- Haxtun Library Report for January 2022 was reviewed.
- Black Hills Energy franchise fees for 2021 or \$6744.74 was received.
- GOCO annual report of 2021 was reviewed.

Council Concerns:

Rob had a couple questions regarding the daycare, but were answered earlier in the meeting.

Brandon announced that he will not be able to fill his term as mayor, as he is moving outside city limits to the farm. This move will probably not take place until the fall, but he wanted the council to know his intentions.

A motion was made by B. Cionek and seconded by L. Lundgren to adjourn. The meeting adjourned at 8:50 pm subject to the call of the Mayor.

Karie Wilson
Town Clerk/Treasurer