

Town of Haxtun  
March 3, 2025  
REGULAR MEETING  
Minutes

The Haxtun Town Council met for their regularly scheduled meeting at 7:00 p.m. The meeting was opened by Mayor Mike Ensminger at the Haxtun Town Hall. Roll call was taken with the following council members present; Bob Cionek, Tana Pope, Ryan Horton, and Lori Lundgren. Dave Green and Jon Brammer were absent. Mayor Ensminger led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Darrell Smith, Interim Police Chief, Sherri Wagoner, Deputy Clerk, and Kelsey Harms, Town Clerk/Treasurer.

Darcy Garretson, Main Street Program Manager and Vickie Sandlin, Julesburg Advocate were also in attendance.

**Approval of Agenda:**

A motion was made by L. Lundgren and seconded by B. Cionek to approve the agenda after making the correction to the resolution number listed on the agenda. All present voted yes, the motion carried.

**Consent Agenda:**

A motion was made by T. Pope and seconded by L. Lundgren to approve the consent agenda, which included the regular meeting minutes of February 3, 2025, the following monthly invoices, and transfers of cash. All present voted yes, and the motion carried.

Feb Payroll	Salaries	\$	49,147.95
Feb Payroll	Taxes	\$	10,692.41
Black Hills Energy	Utilities	\$	789.50
Brom, Dean	2nd Half - concrete crush	\$	10,704.00
Center Point Large Print	Book series/2025	\$	582.67
CHS	Fuel	\$	1,070.61
Data Shield	Shredding	\$	60.00
Davis, Carolyn	Feb. Cell Phone Stipend	\$	15.00
Element Engineering, LLC	WWTP Discharge Permit	\$	6,975.00
Fetzer Electric	Repairs	\$	1,084.80
FPPA	Pension	\$	1,502.48
FUSA	2025 Airport Liability Ins.	\$	1,999.00
Great Copier Service	2025 Maintenance/Meter billing	\$	71.26
GWRS	Benefits	\$	2,556.63
Haxtun Car Wash	PD Fleet Wash	\$	11.00
Haxtun Chamber of Commerce	2025 Membership	\$	4,250.00
HD Supply	Supplies	\$	198.00

MRZ	Repairs/Maintenance	\$	277.00
NMPP	January Power	\$	54,594.84
Phillips County Landfill	January dump exp	\$	2,311.00
Phillips County Sheriff	2025 Victim's Asst. Program	\$	2,000.00
PSHCG	Benefits	\$	15,463.64
PVS DX	Repairs to System	\$	855.33
Viaero	Cell Phones	\$	765.94
Wilson's Repair	Repairs/Maintenance	\$	2,237.21
Adobe	Subscription renewal	\$	287.88
Amazon	Supplies & Equipment	\$	216.04
Border States	Supplies	\$	348.42
CDR	Sales Tax	\$	3,632.82
CDR	Withholding	\$	1,766.00
City of Holyoke	Electric Supplies	\$	540.24
Colorado Analytical	Water Testing	\$	204.00
Data Shield	PD Shredding	\$	60.00
FirstNet	PD Phones	\$	264.17
Five Star Rental	Equip Rental	\$	175.00
Gonzalez, Nancy	Library Cleaning	\$	75.00
Haxtun Building Center	Supplies	\$	519.88
Haxtun Car Wash	Fleet Washes	\$	12.00
Haxtun Chamber	Annual Meeting	\$	125.00
Haxtun Herald	Publications	\$	123.14
Haxtun Telephone	Phones/Internet	\$	752.88
Highline Electric	Utilities	\$	99.97
KaTom Restaurant Supplies	Ice Machine	\$	2,151.07
Kelly PC	Attorney	\$	117.00
Kueh, Chris	February Cleaning	\$	450.00
MASA	Benefits	\$	196.00
McCarty, Craig	MD Refund	\$	200.00
Mid America Books	Books	\$	1,290.96
MRZ	Tires	\$	1,446.67
PC Telcom	Phones/email	\$	41.95
Petty Cash	C. Bornhoft per diem CRWA	\$	100.00
PSHCG	Benefits	\$	15,463.64
Red J Welding	Repairs	\$	1,451.35
Revitti, Matt	MD Refund	\$	200.00
Uline	Rec/Pool Supplies	\$	5,081.59
USPS	Postage	\$	443.00
VSP	Benefits	\$	114.15
Wagner Equipment	Repairs	\$	1,523.44
Western United Electric Supply	Glove protectors/testing glove	\$	9.55

Wilson, Amanda	Economic Incentive	\$	9,790.50
Workman, Rod	Klawn application	\$	2,050.00

Transfers of Cash

02/05/2025 Transfer #1: \$72,860 for accounts payable

02/13/2025 Transfer #2: \$23,100 for payroll

02/19/2025 Transfer #3: \$88,400 for accounts payable

01/27/2025 Transfer #4: \$21,300 for accounts payable

**Public Comment:**

Vickie Sandlin with the Julesburg Advocate spoke to the Council. Vickie is looking to sell advertising for the Town in the Explorer Magazine. The magazine has a 1-year shelf life and is distributed at Colorado Welcome Centers and across Wyoming and Texas. Previously the City of Holyoke and Phillips County have advertised, and Vickie would like to get Haxtun involved. The Council thanked Vickie for her time and said they would discuss the advertising opportunity at an upcoming work session.

**Regular Business:**

Darcy Garretson, the Main Street Manager and Chairperson for the Historic Advisory Board, spoke to the Council about updates with both projects. Darcy presented a strategic plan for the Main Street Program and is continuing the application process to become an approved community. Garretson mentioned to the Council as part of the application there was wording added to compensate the manager should she ever step down from the position. Currently, the position is unpaid as Garretson has donated her time and efforts. The Historic Advisory Board is still working on historical designation for the Drake building but is facing multiple hurdles with the State. The volunteer group is waiting for the weather to warm up so clean out of the Drake building may continue.

Resolution 2025-3 supporting the application to the Colorado Department of Local Affairs for the Main Street Candidate Program was presented to the Council. The Council had previously given their support through a motion, but a formal resolution was needed as part of the application. A motion was made by L. Lundgren and seconded by T. Pope to approve Resolution 2025-3. All present voted in favor, motion passed.

**TOWN OF HAXTUN  
RESOLUTION 2025-3**

**A RESOLUTION OF THE TOWN OF HAXTUN, COLORADO SUPPORTING THE  
APPLICATION TO THE COLORADO DEPARTMENT OF LOCAL AFFAIRS FOR THE MAIN  
STREET CANDIDATE PROGRAM**

**WHEREAS**, the Town of Haxtun is a municipal corporation duly organized and existing under the laws of the State of Colorado; and

**WHEREAS**, the Town of Haxtun embraces the four established principals of the Colorado Main Street Program and with our partner members, fully utilize the technical assistance and principles to enhance and diversify the Town’s downtown economic and historic base; and

**WHEREAS**, the Town of Haxtun strongly believes it should become a Main Street Community and will commit to the revitalization of the town’s downtown, through the context of preservation, community self-reliance, local ownership, enhancement, and development of the downtown.

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

**Section 1:** The Town Council of the Town of Haxtun supports the application to the Colorado Department of Local Affairs Main Street Program for the purpose of becoming an Aspiring Community and will commit to the revitalization of the Town’s downtown district through the principles of the Colorado Main Street

**INTRODUCED, PASSED, AND ADOPTED AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF HAXTUN THIS 3<sup>RD</sup> DAY OF MARCH, 2025.**

TOWN OF HAXTUN

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Michael Ensminger, Mayor

ATTEST:

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Kelsey Harms, Town Clerk

In January, R. Carpenter presented a draft contract with Western Area Power Administration (WAPA) for purchasing and scheduling agent services arrangement. The final contract was presented to the Council, this would continue a longstanding agreement between the Town and WAPA but add a formal contract for the purchasing. After some discussion, a motion was made by R. Horton and seconded by B. Cionek to approve the contract. All present voted in favor, motion passed.

R. Horton gave an update for the Hiring Committee for the Police Chief search. Horton told the Council they had 4 applicants. The committee is looking at closing the application in mid-March and conducting interviews. Horton and the committee are hopeful of completing the search soon.

**Discussion:**

None

**Staff Reports:**

Ron Carpenter, Town Superintendent

- Building Permits per Agenda Packet
- Presented the Inflow and Infiltration Report from Element Engineering, the company is working with Carpenter to push back on recent CDPHE permit requirements that could cost the Town several dollars.
- Continuing work on the lead/copper survey. Currently out of 548 services, the Town only has 112 unknowns. Carpenter is working CDPHE to identify 20% of the unknowns if those lines do not identify any lead, then the Town can certify as a nonlead municipality.
- Currently trialing an “Ops Program” at the airport. The program tracks incoming and departing aircraft at the airport. This gives Carpenter more accurate information when applying for grants and CDOT is willing to cover 90% of the total \$3,000/year cost of the program.

Darrell Smith, Interim Police Chief

- February 21<sup>st</sup> was the last day for Sargeant T. Bullard.
- 34 calls for service for the month of February
- Smith was currently completing FTO training
- The PD has had 1 recent applicant for the Officer position, but it was not a good fit.
- March 18<sup>th</sup> Smith is going with a county deputy to speak with unsponsored cadets in Colorado Springs
- Will be starting a muni-code review soon to go over what verbiage needs updated.

Kelsey Harms, Town Clerk/Treasurer

- The 2024 financial audit was completed and should be presented to the Council in April
- El Paso Mexican Restaurant submitted their liquor license renewal and that was successfully sent to the State.
- Dog/Pet licensing is currently happening and due by April 30, 2025
- Ron Carpenter was honored at the Chamber Annual End of Year meeting as 2024 Employee of the Year, a well-deserved honor for him.
- The librarian report was attached to the agenda packet.

**Council Concerns:**

R. Horton: Was curious about the numbers for golf cart licensing, is it possible to not get a new number each year and do something similar to the State registration to avoid removing the sticker from golf carts each year. Clerk Harms told the Council she would look into the stickers.

M. Ensminger: Stated he had heard from three different community members that were thankful for the positive response time received from the Interim Police Chief. Ensminger also asked if the Town had done any advertising in previous years. Clerk Harms informed the Council the Town did not advertise and left the event advertisements up to the Haxtun Chamber of Commerce.

**Adjournment:**

The meeting adjourned at 7:50 pm subject to the call of the Mayor.

Kelsey Harms  
Town Clerk/Treasurer