

**Town of Haxtun
December 4, 2023
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 Community Center. Roll call was taken with the following council members present; Lori Lundgren, Bob Cionek, Dave Green, Dean Anderson, Tana Pope, and Ryan Horton. Mayor Ensminger led the group in the Pledge of Allegiance.

Staff members present were Ron Carpenter, Town Superintendent, Tom Bullard, Chief of Police, and Kelsey Harms, Town Clerk/Treasurer.

Kelly Elwood and Darcy Garretson were also in attendance.

Approval of Agenda:

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

Consent Agenda:

A motion was made by D. Green and seconded by T. Pope to approve the consent agenda, which included the regular meeting minutes of November 6, 2023, the following monthly invoices to be paid, and transfers of cash. All present voted yes, and the motion carried.

November Payroll	Salary	\$	43,842.35
November Payroll	Taxes	\$	9,457.91
American Legal Publishing	Codification process - step one	\$	2,036.00
Black Hills Energy	Utilities	\$	253.74
Bornhoft, Chris	Reimbursement/Christmas lights	\$	126.77
Carpenter, Ron	Clothing allowance /Travel	\$	196.34
CHS	Fuel	\$	1,163.23
Crowne Plaza	NMPP Conference	\$	149.91
Davis, Carolyn	Cell Phone stipend	\$	15.00
Ensminger Const.	water repairs	\$	653.47
Fetzer Electric	Repairs	\$	1,943.84
FPPA	Pension	\$	1,356.52
GWRS	Benefits	\$	2,388.54
H-F Herald	Paper	\$	78.58
Ingram	Books	\$	18.94
Nelson, Elon	Wire Pad Mount Transfer	\$	150.00
NMPP	October Power	\$	41,022.25
Potter Portable	Port-a-Potties/Pool	\$	194.50
Pro Electric Contractor's	Airport light upgrade	\$	58,340.00
Spelts Roofing	Town Hall Roof	\$	33,485.00

Viaero	Cell Phones	\$	191.24
Advanced Pools & Spas	Final 1/2 change order	\$	4,925.00
Atchison, Jeremy	Clothing Allowance	\$	132.66
Blue 360 Media	Peace Officer Handbooks	\$	322.66
Border States	Supplies	\$	2,377.32
CEBT	Benefits	\$	15,434.00
CO Dept. Revenue	Withholding	\$	1,541.00
CO Dept. Revenue	Sales Tax	\$	3,015.27
	Drink & Waste Water		
Colorado Analytical	Testing	\$	805.00
Davis, Carolyn	Supply Reimbursement	\$	108.78
Gonzalez, Nancy	Library Cleaning services	\$	75.00
Haxtun Building Center	Supplies	\$	237.40
Haxtun Telephone	Phones	\$	522.45
H-F Herald	Publications/Supplies	\$	264.54
J.P. Cook Co.	2024 Animal Licenses	\$	123.55
Kelly PC	Attorney	\$	518.00
Kuehn, Chris	November cleaning	\$	555.00
MASA	Benefits	\$	196.00
Phillips County Treas.	October Sales Tax	\$	587.71
Rudy's	Repairs	\$	347.56
Shred Vault	Shredding	\$	210.00
UNCC	Transmissions	\$	25.80
USPS	Postage	\$	255.00
VSP	Benefits	\$	126.23
Wilson's Repair	Repairs/Maint.	\$	396.89

Transfers of Cash

11/08/2023 Transfer #1: \$45,721.42 for pool accounts payable

11/08/2023 Transfer #2: \$73,100.00 for accounts payable

11/14/2023 Transfer #3: \$19,000.00 for payroll

11/17/2023 Transfer #4: \$139,700.00 for accounts payable

11/30/2023 Transfer #5: \$19,400.00 for payroll

11/30/2023 Transfer #6: \$623.37 for Halloween Police Education

Public Comment:

Kelly Elwood addressed the Council about the alley being closed behind his place of business. The alley has been closed while the construction is being done to the new downtown hospital clinic. Elwood wanted to know if anything had been done since the last meeting when he visited with the Council. The Council informed him that they were working with the hospital and while it was an active construction site, the ally would remain closed at this time. The hospital is currently under contract to be finished by May of 2024.

Regular Business:

The 2024 Budget hearing that was originally scheduled for December 4 was

postponed due to a special legislative session and action by Governor Polis. Harms informed the Council that the dates to have budget information certified were pushed back and they are currently waiting for updated assessed values from the assessor's office to set the mill levy.

Since the original hearing date was postponed, the Council needed to set a new date for the 2024 Budget hearing. A motion was made by L. Lundgren and seconded by R. Horton to set the hearing date for December 18, 2024 at 7:00 pm.

Resolution 2023-7 the Council has discussed raising residential and commercial 2024 water rates. A motion was made by D. Green and seconded by T. Pope to approve Resolution 2023-7 raising the rates effective January 1, 2024. All present voted in favor, motion passed.

**TOWN OF HAXTUN
RESOLUTION 2023-7**

A RESOLUTION TO SET WATER RATES

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HAXTUN TO SET THE FOLLOWING RATES FOR WATER:

Residential Winter Rates October 1 through March 31

Lot 140 x 50 ft. (or smaller)	\$37.00 / month
Larger Lot	\$37.00 / month

Residential Summer Rates April 1 through September 30

Lot 140 x 50 (or smaller)	\$37.00 / month
Larger Lot	\$42.00 / month

Commercial Flat Rate	\$37.00 / month
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Special Rated Water	\$20.00 / month
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Churches and Charitable Organizations will be at the same rates as residential.

Metered Water	
First 15,000 gallons	\$37.00 / month
Additional per 1,000 gallons	\$ 1.00

Bulk Water	\$10.00 / 1,000 gallons
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WHEREAS: the above rates will be in effect January 1, 2024.

The above and foregoing Resolution was, on motion duly made and seconded, adopted on this 4 day of December 2023.

TOWN OF HAXTUN

Michael Ensminger, Mayor

ATTEST:

Kelsey Harms, Town Clerk/Treasurer

PCED director, Mikey Brown asked for a letter of support from the Town of Haxtun for the OEDIT Community Business Preservation Program. Haxtun has enough qualifying businesses to apply for a joint community application under PCED. Part of the application process is a letter of support from the participating communities. A motion was made by L. Lundgren and seconded by D. Anderson to write a letter of support; all present voted in favor motion passed.

The title commitment and warranty deed for the 205 S Colorado property was discussed by the Council. The settlement sheet is being reworked by the title company to show the donation of the building. Kelsey and Darcy were not sure who was going to pay the 2023 taxes, but Kelsey said she could follow up with the Abstract office. A motion was made by D. Green and seconded by B. Cionek to table the agreement until the information was found about the 2023 taxes and the corrected settlement sheet was returned. Motion passed.

A discussion was held about employee Christmas gifts. A motion was made by R. Horton and seconded by T. Pope to gift full-time employees \$400 and part-time employees \$300 in a VISA gift card from the Haxtun Community Credit Union. Motion passed.

A motion was made by L. Lundgren and seconded by T. Pope to move the regular January 2024 meeting from Monday, January 1 to Tuesday, January 2, 2024. All present voted in favor, motion passed.

Discussion Items:

None

Staff Reports:

Ron Carpenter, Town Superintendent

- Pool update: the electric and phone will be trenched this week. Black Hills energy will be on site this week to take measurements and approve the project through corporate. VAP Construction is about 1 month out before they are available to install the spray insulation.
- Lead and Copper Rule from the EPA is a project that Ron is continuing to work on. He has signed up for additional help through services provided by CDPHE to help with inventory. We have roughly 556 water lines and by October 2024 Ron is required to have an inventory of the service line for every one of these water lines.

Tom Bullard, Chief of Police

- The PD will be closing the third officer position application in a couple of weeks. Applicants will need to be POST certified and could be sponsored by the Town to go through the academy. Most of the cadets at the academy currently are sponsored.

- The PD is seeing an increase in phone scams. They are working to educate the public about never giving out personal information. Tom will be working to put information on the website, social media and the newspaper.

Kelsey Harms, Town Clerk/Treasurer

- The librarian report was emailed to the council.
- The Council/Employee Luncheon will be December 14th
- The Council received a thank you from the Haxtun FFA for use of the community center
- The Holiday hours for the Town of Haxtun are half days on December 22 and 29th and closed on December 25 and January 1.

Council Concerns:

None

The meeting was adjourned at 7:30 pm subject to the call of the Mayor.

Kelsey Harms
Town Clerk