

Town of Haxtun
November 1, 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: Mike Ensminger, Ryan Horton, Lori Lundgren, Rob Martinez and Tana Pope. Bob Cionek 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, and Karie Wilson, Town Clerk/Treasurer.

Guests attending were Dean Anderson and Jeremy Kilpatrick and guest.

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 M. Ensminger to approve the consent agenda, which included the regular meeting minutes of October 4, 2021, the following monthly invoices to be paid, and transfers of cash. All present voted yes, and motion carried.

October Payroll	Taxes	\$11,042.95
October Payroll	Salary	\$46,120.02
Amazon	Party Supply	\$344.76
Amazon	Supply	\$25.50
Black Hills Energy	Utility	\$249.28
Bornhoft, Chris	Clothing Allowance	\$51.34
Buccelli, Wyatt	Clothing Allowance	\$270.65
Bullard, Tom	Mileage	\$35.84
CDPHE	Wastewater Permit	\$976.00
CIRSA	Special Event Liability Insurance	\$787.05
Colorado Library Consortium	Courier Service	\$905.95
CO Pro EFP	Volunteer Fire Equipment	\$2,268.43
Colorado State Treasurer	3rd Qtr UITR	\$469.64
Colorado Water Resources	Wastewater Loan	\$9,277.46
Dungan, Edward	Meter Deposit Refund	\$85.01
Ensminger Construction	Shop Pad	\$3,830.00
Fetzer Electric	West Well Repairs/Water Filler	\$1,107.30
FPPA	Pension	\$1,230.40
Fleury, Michael	Meter Deposit Refund	\$133.39
Grainland	Fuel	\$1,063.58
GWRS	Retirement	\$1,567.84
Scott Handler	Groove N Motion Pool Fundraiser	\$3,250.00
Harvey, Amy	Meter Deposit Refund	\$200.00
Haxtun Car Wash	Fleet Wash	\$93.13

Haxtun Hospital	Detainee Medical Clearance	\$645.00
Haxtun Supers	Supply	\$17.23
HEA	Utilities	\$94.06
Kuehn, Chris	Janitorial Services	\$330.00
McCallum, Cody	Meter Deposit Refund	\$101.18
Mayhew, Tanya	Travel, Halloween Safety	\$104.85
MicroSoft	Software	\$99.99
NMPP	September Power	\$43,403.39
PCTelcom	Service	\$207.53
Paoli Coop	Community Center Deposit	\$190.00
Phillips County	Salamander Apps	\$275.00
Positive Promotions	Halloween Safety	\$492.50
Red J Welding	Repairs	\$610.98
Rockwell Construction	Shop Concrete	\$36,613.00
UNCC	811 Notifications	\$7.92
Viaero	Service	\$546.39
Wilson's Repair	Repairs	\$1,413.48
Black Hills Energy	Utility	\$478.71
CHS	Chemicals	\$101.88
Express Toll	Travel	\$15.65
Five Star Rentals	BobCAT	\$310.00
Grainland	Fuel	\$1,397.98
Haxtun Car Wash	Fleet Wash	\$48.00
Haxtun Hospital District	Drug Screen	\$75.00
League of NE Municipalities	Training	\$420.00
NMPP	August Power	\$47,560.82
Vertical Strategies	DOLA Grant	\$1,050.00
Viaero	Service	\$368.17
Capital One	Street Bond	\$6,010.25
CEBT	Insurance	\$12,550.40
CO Analytical	water/wastewater testing	\$233.00
CO Dept of Revenue	October Sales Tax	\$2,590.67
CO Dept of Revenue	October Withholding Tax	\$1,531.00
Dana Kepner	Water Repairs	\$898.57
Express Toll	Travel	\$13.60
FPPA	2021 State Wide Contribution to Vol Fire	\$4,714.00
Freemyer, Vickie	Mileage	\$22.40
Haxtun-Fleming Herald	Supplies/Publications	\$295.11
Haxtun Telephone	Phone/Internet	\$492.39
Haxtun Volunteer Fire	2021 Allotment	\$240.00
Hewins, John	Meter Deposit Refund	\$232.61
Ingram	Books	\$29.99

Lawler, Jane	Meter Deposit Refund	\$163.33
L.A.W.S	Vehicle Upgrades	\$2,951.82
Legg Creations	2022 Golf Cart Registration	\$212.50
JP Cooke	2022 Animal Tags	\$150.95
NMPP	Training and Safety	\$374.00
Nebraska Safety and Fire	Inspections	\$1,433.00
PCED	PC Onboard	\$45.00
Phillips County Treasurer	October Sales Tax	\$363.82
Picture Perfect	Supply	\$47.25
Precision Plumbing	Repairs	\$639.42
Prussman, Virginia Estate	Meter Deposit Refund	\$200.00
Rudys	Repairs	\$752.27
Santero, Trent	Meter Deposit Refund	\$145.23
Smith Hardware	Repairs	\$269.97
Standard	Supplemental Insurance	\$111.95
Sun Life	Supplemental Insurance	\$253.60
Tree King	Tree Removal	\$900.00
UNCC	Transmissions	\$6.60
US Postmaster	Stamps	\$276.00
VSP	Supplemental Insurance	\$115.96
Wilson, Karie	Brew Awakening Retirement	\$450.00

Transfers of Cash

- 10/5/2021 Transfer # 1 - \$300 to Swimming Pool Account for Fund Raiser
- 10/8/2021 Transfer # 2 -\$162,000 for account payable
- 10/15/2021 Transfer # 3 - \$5.57 from Church of Transient for incidentals
- 10/15/2021 Transfer #4- \$12,000 for payroll
- 10/15/2015 Transfer #5- \$21,348.63 for accounts payable
- 10/29/2021 Transfer #6- \$20345.for payroll

Public Comment:

There was no public comment

Regular Business:

Jeremy Kilpatrick introduced his new non profit organization Klover Kare. This non profit pairs veterans and other community members working together in a community garden. The common goal is to give back to those in need and working with local food banks. He has found a piece of property here in town and with the owners permission, would like to start up the community garden.

The property in the 300 Block of Grant Street, does not have a water tap. Mr. Kilpatrick requested a waiver for the expense of the tap fee of \$2000 for this project.

After discussion, the council would like to see an agreement between the non profit Klover Kare and the property owner and the Town that the property owner will be responsible to pay the tap fees of \$2000 to the Town of Haxtun if the non profit ceases to use the property for the community garden. No further action was taken by council.

Dean Anderson spoke to the council in regards to his property in the 300 block of N Lava Avenue. He would like the Town to vacate the alley on the south edge of the property to cut down on traffic along their new home. The alley does contain utilities for that neighborhood.

Ron explained to the council that it is important to maintain the utility easement along the south and west edges of the property, but that access to the North/South alley can be made from both Strohm and Grant streets.

A motion was made by M. Ensminger and seconded by R. Horton to vacate the 15 foot alley/utility easement, while maintaining the utility easement of the properties along the south and west edges of the properties along Lot 5-13 of the Highland Addition. Motion passed.

The attorney will be contacted to draw up an ordinance to vacate.

The Employee Personnel Policy #19 III. C Probationary Period, was discussed to allow for the Haxtun Police Department a 1 year probationary period for new employees as outlined in the Haxtun Police Department Policy Manual. This does not change the 90 day probationary period in place now for all employees as it applies to health insurance benefits.

The amendment reads: ***The exception to this section C. (the 90 day probationary period) is the Police Department. The employees of the Police Department will be subject to a probation period of one year as outlined in the Haxtun Police Department Policy Manual. Revised 11/01/2021***

A motion was made by L. Lundgren and seconded by T. Pope to make this addition change in the policy. Motion passed.

A motion was made by L. Lungren and seconded by R. Horton to adopt the following resolution to set animal licensing and permit fees. Motion passed.

RESOLUTION NO. 2021-5

A RESOLUTION ADOPTING ANIMAL LICENSE AND PERMIT FEES

WHEREAS, the Town Council recently adopted a new Animal Code, which is set forth in Title 6 of the Haxtun Municipal Code; and

WHEREAS, the Animal Code provides that the Town Council shall from time to time establish fees for the licensing of dogs and cats and for chicken hen permits; and

WHEREAS, the Board of Trustees finds that such fees should be established as set forth herein.

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

Section 1. The following annual fees are hereby established pursuant to the Town of Haxtun Animal Code:

Dog license fees:	\$10.00 for the first dog
	\$20.00 for the second dog
	\$30.00 for the third dog
Cat license fees (neutered or spayed):	\$1.00 - Proof of neutering is required when licensing
Cat license fees (un-neutered or un-spayed):	\$10.00 for the first cat

	\$20.00 for the second cat
	\$30.00 for third cat
License fee for additional dogs/cats allowed per Section 6.6.02(5)(a) of the Town Code	\$100.00 for the fourth dog/cat
	\$200.00 for the fifth dog/cat
	Increasing by \$100.00 for each additional dog/cat
Chicken hen permit (one time fee)	\$50.00

Section 2. All other resolutions or portions thereof inconsistent or conflicting with this resolution or any portion thereof are hereby repealed to the extent of such inconsistency or conflict.

Section 3. The fees prescribed herein are in addition to any other amounts due under any other ordinances, resolutions or other enactments of the Town.

INTRODUCED, ADOPTED AND RESOLVED THIS 1st DAY OF November, 2021.

TOWN OF HAXTUN, COLORADO

Brandon Bieseimeier, Mayor

ATTEST:

Karie L. Wilson, Town Clerk

Discussion was held regarding a survey that was recorded at Phillips County in 2016 by the surveyor, but the Town of Haxtun did not approve of the survey at the time. Mayor Biesemeier excused himself from the discussion as he has an interest in the property.

A motion was made by M. Ensminger, and seconded by R. Horton to approve and adopt the survey as is. Motion carried.

RESOLUTION NO.2021-6

A RESOLUTION APPROVING A SURVEY FOR LOT 10, REPLAT OF BLOCK 10, AND VACATED LOGAN AVE, AXELSON'S ADDITION TO THE TOWN OF HAXTUN, PHILLIPS COUNTY, COLORADO

WHEREAS, there has been submitted to the Town Council of the Town of Haxtun a request for approval of a survey recorded in the Phillips County Records at reception #239855 recorded March 7, 2016.

WHEREAS, all materials related to the survey have been reviewed by Town staff and found to be in compliance with Colorado statutes; and

WHEREAS, the Town Council finds that the survey should be approved.

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

Section 1. The Town Council hereby approves the survey for the following legal descriptions described as follows:

LEGAL DESCRIPTION TRACT 1:

A tract of land located in Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, extended Town of Haxtun, Phillips County, Colorado, being more particularly described as follows:

Beginning at the NW corner of Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, Extended Town of Haxtun, Phillips County, Colorado; thence S 88°45'25" E on the north line of Lot 10, 108.31 feet; thence S 01°19'35" W 130.37 feet to a point on the south line of said Lot 10; thence S 89°59'28" W on said south line, 108.29 feet to the SW corner of said Lot 10; thence N 01°18'19" E on the west line of said Lot 10, 132.74 feet to the Point of Beginning containing 0.33 acres, more or less.

LEGAL DESCRIPTION TRACT 2:

A tract of land located in Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, extended Town of Haxtun, Phillips County, Colorado, being more particularly described as follows:

Commencing at the NW corner of Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, extended Town of Haxtun, Phillips County, Colorado; thence

S 88°45'25" E on the north line of Lot 10, also being the north line of a 0.30 acre tract, 108.31 feet to the Point of Beginning; thence continuing S 88°45'25" E on said north line, 50.00 feet; thence S 01°19'56" W 129.28 feet to a point on the south line of Lot 10; thence S 89°59'28" W 50.00 feet to the SE corner of said 0.30 acre tract; thence N 01°19'35" E on the west line of 0.30 acre tract, 130.37 feet to the Point of Beginning containing 0.15 acres, more or less.

LEGAL DESCRIPTIN TRACT 3:

A tract of land located in Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, extended Town of Haxtun, Phillips County, Colorado, being more particularly described as follows:

Commencing at the NW corner of Lot 10, of the Replat of Block 10, and vacated Logan Avenue, Axelson's Addition to the Town of Haxtun, extended Town of Haxtun, Phillips County, Colorado; thence S 88°45'25" E on the north line of Lot 10 on said north line, 158.31 feet to the Point of Beginning; thence continuing S 88°45'25" E on said north line, 100.00 feet to the NW corner of Lot 11; thence S 01°20'41" W on the west line of said Lot 11, 127.09 feet to the SW corner of said Lot 11; thence S 89°59'28" W on the south line of said Lot 10, 100.00 feet to the SE corner of a 0.15 acre tract; thence N 01°19'56" E on the east line of said 0.15 acre tract, 129.28 feet to the Point of Beginning containing 0.29 acres, more or less.

INTRODUCED, PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Town of Haxtun, Colorado, on November 1, 2021.

TOWN OF HAXTUN, COLORADO

Brandon Bieseimer, Mayor

ATTEST:

Karie Wilson, Town Clerk

The Haxtun Food Bank requested a \$3000 donation of CARES ACT funding to the local food bank for grocery cards.

A motion was made by T Pope and seconded by L. Lundgren to approve their request of \$3000, and to also approve any additional funds up to \$2000 remaining after the police department flooring project. Motion carried.

Karie will also visit with Barb Wernsman of the Haxtun Food Bank if this amount is possible, as all funds must be spent by December 31, 2021.

A motion was made by R. Martinez and seconded by T. Pope to approve the 2022 CIRSA supplemental insurance policies of VAMP, CSVAMP, Equipment Breakdown, and Occupational Death and Disability for all employees. Motion passed.

A motion was made by R. Martinez, and seconded by M. Ensminger to approve the MOU with the Colorado Attorney General for the Opioid Settlement and all supplemental agreements. Motion passed.

After discussion led by Interim Police Chief Tom Bullard, a motion was made by R. Horton, and seconded by L. Lundgren to approve the purchase of 3 tazers and body cams for the police department. The body cams and support equipment will be reimbursed by a JAG grant. Motion carried.

Discussion was held on Bullard's salary as Interim Police Chief. A motion was made by L. Lundgren and seconded by T. Pope to increase his salary to an amount equal to \$63,000 annual. Tom will also be allowed to use his comp hours during each week, if his time allows for a break. Motion passed.

The council reviewed the Kelly and Law fee schedule for 2022. A motion was made by M. Ensminger, and seconded by R. Horton to approve the schedule, and motion passed.

A motion was made L. Lundgren and seconded by M. Ensminger to set the 2022 Budget hearing on our next regular meeting on 12/6/2021 at 7:00 pm. The mill levies must be certified to the Phillips County Assessor by 12/15/2021. Motion passed.

Discussion Items:

There were no discussion items on the agenda.

Staff Reports:

Ron Carpenter, Town Superintendent

- Building Permits were reviewed as included in the board packet.
- The water tower is repaired after an internal leak was found last month.
- Sargent is working on the plant well, repairs should be finished next week.
- WAPA sent notice of a rate increase that could be up to \$18,000 next year. Ron feels that the town can absorb the increase right now, but all of the enterprise rates should be discussed for the future.
- The salary adjustments discussed in the budget work session are in the 2022 proposed budget.

Tom Bullard, Interim Chief of Police

- The 3rd quarter stats were reviewed.
- Several inquiries have been made for the chief position.

Karie Wilson, Town Clerk/Treasurer

- The musical fund-raising event for the pool raised \$10,000.
- CIRSA sent a thank you for our continued membership and support.
- Kelsey applied for and received a \$3500 SIPA grant for a Google work space, integrating services and training.
- The Town Christmas party has not been scheduled, still looking at a date.

- Tanya's retirement celebration will be rescheduled as soon as we can find a date that works for her and for the community center.
- The revised animal ordinance was published on 10/13/2021, so will be in effect on 11/13/2021.

Council Concerns:

Rob picked up the case and badge for Tanya's retirement, whenever that is rescheduled to happen.

A motion was made by R. Horton and seconded by M. Ensminger to adjourn. The meeting adjourned at 8:33 pm subject to the call of the Mayor.

Karie Wilson
Town Clerk/Treasurer