

Town of Haxtun
October 6, 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; Dave Green, Tana Pope, Ryan Horton, Lori Lundgren. Bob Cionek and Jon Brammer were absent. Mayor Ensminger led the group in the Pledge of Allegiance.

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

Kendra Calderon, PCED Director, was also present.

Approval of Agenda:

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

Consent Agenda:

A motion was made by L. Lundgren and seconded by T. Pope to approve the consent agenda, which included the regular meeting minutes of September 2, 2025, special meeting minutes of September 15, 2025, the monthly invoices, and transfers of cash. All present voted yes, and the motion carried.

**TOWN OF HAXTUN
October 6, 2025**

August Payroll	Salaries	\$ 49,457.52
August Payroll	Taxes	\$ 11,180.45
Amazon	supplies	\$ 80.35
Asmus, Cathy	Dumpster refund	\$ 100.00
Atchison, Jeremy	clothing allowance	\$ 39.60
Black Hills Energy	utilities	\$ 1,509.59
Centerville Electronics	Supplies	\$ 115.00
CHS	Fuel	\$ 1,030.49
City of Yuma	CML District Meet	\$ 30.00
CK Computers	Computer Upgrades	\$ 500.00
Coleman Furniture	PD desk	\$ 2,039.53
Colorado Analytical	Water testing	\$ 267.60
Element Eng.	Seepage analysis	\$ 80.00
FPPA	Pension	\$ 920.56
GWRS	Benefits	\$ 1,480.64

Haxtun Herald	Publications/supplies	\$ 465.00
Johnson Chiropractic	CDL physical	\$ 130.00
LEC	airport apron	\$ 87,000.00
MRZ	tire replacement/trailer	\$ 4,374.72
NMPP	August Power	\$ 50,964.32
Phillips County Landfill	August dumping	\$ 2,740.80
Prairie Media	Publication	\$ 64.36
Precision Industries	street striping	\$ 4,846.93
Smartforce Technologies	PD software	\$ 399.96
Viaero	cell phones	\$ 150.60
Weiss Electric	Repairs	\$ 973.00
Wilson's Repair	Repairs/Maint.	\$ 137.80
Amazon	Supplies	\$ 232.34
American Signal	Siren service	\$ 387.80
Border States	Supplies	\$ 1,089.46
CDR	Sept. Sales Tax	\$ 3,002.65
CDR	Sept. Withholding	\$ 1,757.00
CIRSA	4th Qtr Prop/Cas	\$ 19,445.96
CIRSA	4th Qtr Work Comp	\$ 4,678.05
CO Water Resources	Wastewater Loan	\$ 9,277.46
Colorado Analytical	water testing	\$ 3,529.20
Data Shield	Shredding	\$ 131.42
	September Cell Phone	
Davis, Carolyn	Stipend	\$ 15.00
Davis, Michael	MD Refund	\$ 200.00
FirstNet	PD VOIP Phones	\$ 254.63
Gonzalez, Nancy	Sept library cleaning	\$ 75.00
Green, David	Mileage reimbursement	\$ 56.00
Haxtun Building Center	Supplies	\$ 1,998.84
Haxtun Car Wash	PD fleet washes	\$ 35.05
Haxtun Health	PD Physical	\$ 363.00
Haxtun Locker Plant	Cornfest Security Meal	\$ 90.00
Highline Electric	Utilities	\$ 105.22
Haxtun Supers	Cornfest Security Meal	\$ 162.99
Haxtun Telephone	Phones	\$ 713.25
Holcomb, Pam	CC Rental Refund	\$ 40.00
Kelly PC	Attorney fees	\$ 97.50
Kennedy, Stan	MD Refund	\$ 45.14
Kuehn, Chris	September cleaning	\$ 450.00
MASA	Benefits	\$ 182.00
Northeast CO Health Dept	Water testing	\$ 80.00
Outback Properties	MD Refund	\$ 661.87

PAK Enterprises	PD Business cards	\$ 40.00
PC Telcom	Phone/email	\$ 42.27
PCED	4th Quarter Contribution	\$ 1,750.00
Phillips County Landfill	September Dumping	\$ 1,825.60
Phillips County Treasurer	Sept. Sales Tax	\$ 257.92
Phillips County Weed District	Weed maintenance	\$ 635.14
PSHCG	Benefits	\$ 15,362.06
Tee, Carson	MD Refund	\$ 200.00
Tri-State Underground	Repairs to System	\$ 1,000.00
USPS	Postage	\$ 344.00
VSP	Benefits	\$ 114.15
West, Sheri	MD Refund	\$ 76.93

Transfers of Cash

09/04/2025 Transfer #1: \$48,600.00 for accounts payable
09/15/2025 Transfer #2: \$20,000.00 for payroll
09/15/2025 Transfer #3: \$154,100.00 for accounts payable
09/30/2025 Transfer #4: \$21,020.00 for payroll

Public Comment:

None

Regular Business:

A public hearing was held for Ordinance 2025-1 Adopting by reference the 2018 Editions of the International Building Codes, the 2021 Editions of the International Energy Conservation Code and the International Plumbing Code, the CO Model Solar Ready and Electric Code, and the 2023 Edition of the National Electric Code. The first reading occurred in September. There were no changes and no public comment. The hearing started at 7:03 pm and was closed at 7:04 pm.

Kendra Calderon, the PCED director, presented her 2026 budget request. Ms. Calderon updated the Council on some of her upcoming programs and meetings. The budget request is the same as 2025, \$7,000. The Council took no action but thanked Kendra for giving them an update.

A motion was made by D. Green and seconded by R. Horton to approve the second/final reading of Ordinance 2025-1 Adopting by reference the 2018 Editions of the International Building Codes, the 2021 Editions of the International Energy Conservation Code and the International Plumbing Code, the CO Model Solar Ready and Electric Code, and the 2023 Edition of the National Electric Code. All present voted in favor, and the motion passed.

The council voted to participate in the national opioids settlement agreement with “secondary manufactures” Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus. A motion was

made by T. Pope and seconded by D. Green. All present voted in favor, and the motion passed. This agreement does not change the decision to direct funds to the Regional Opioid Abatement Council that was agreed on in 2021.

A brief update was given from the Town Clerk/Treasurer hiring committee. D. Green informed the Council there were 4 interviews. The committee recommends Ashley Will for the Town Clerk/Treasurer position.

An executive session was on the agenda, but a motion was made by L. Lundgren and T. Pope to stay in open session. All present voted in favor, and the motion passed.

The Council discussed the recommendation for the Clerk/Treasurer position and the terms of a proposed conditional offer. A motion was made by D. Green and seconded by R. Horton to extend a conditional offer to Ashley Will for the role of Town Clerk/Treasurer. The offer includes completion of pre-employment background and credit checks, a 6-month relocation period, a probationary contract that waives the public hearing requirement, a starting salary of \$58,000, and eligibility for benefits after 60 days. The motion passed unanimously. Clerk Harms will notify the candidates who were not selected and coordinate with the Town Attorney to finalize the conditional offer.

Discussion:

R. Carpenter presented the MEAN Green Energy program percentage. There are two possibilities the Town would need to decide between. If the Council decided to go 50% green energy there would be roughly a 1% increase or 30% green energy and a .7% increase. With these increases Carpenter also suggested a rate increase to cover the costs associated.

Phillips County Commissioners sent a 2026 financial request for the Comm Center support. Discussions around increased funding began in 2023, when the Comm Center requested more than the previous \$4,500 contribution. That year, the Council approved \$9,000 in funding, followed by \$10,000 in 2024. The Council is currently working to determine a mutually agreeable contribution amount for the Comm Center moving forward.

R. Carpenter and K. Harms presented the preliminary 2026 budget, which includes projected increases in employee health insurance costs, a 3% cost-of-living adjustment (COLA), completion of the community center generator, electrical system rebuilds, and various street improvement projects. The Council will continue reviewing the budget and plan to adopt the final version in December.

Following the budget discussion, the Council revisited the employee health care topic originally discussed during the September meeting. After reviewing the preliminary budget figures, the Council believes the current health care rates can be accommodated.

Staff Reports:

Ron Carpenter, Town Superintendent

- Building Permits per Agenda Packet

Darrell Smith, Interim Police Chief

- Gerry Buccelli was issued a conditional offer for the 3rd officer position. If pre-employment checks are passed, Buccelli would go to the academy in January, and the PD would be fully staffed.
- September stats were presented to the Council.

Kelsey Harms, Town Clerk/Treasurer

- Thank you from CIRSA for 2026 renewal.
- PCED is hosting a regional housing meeting in Akron on November 10th. If Council members would like to attend, please let Town Hall know.

Council Concerns:

None

Adjournment:

The meeting adjourned at 9:07 pm subject to the call of the Mayor.

Kelsey Harms

Town Clerk/Treasurer