

## **REGULAR MEETING**

February 13 2020

Present: Trustees: Ted Locke, Mike Cooper, Erv Maltbie Mayor Pro-Tem, Robin Ballard, and Jim Howard

Absent: Shannon Mason and Mayor Lindsay Walker

Guests: Marcia Elstob, Carla Forrest, Holli Locke, Dan McVey, Christy Brady, Keith Davidson, Rick Rigel, Bernie Alvarez, and Tyler Gibson

Staff Present: Merna McGinnis, Interim Town Manager/Clerk/Treasurer  
Lyn Margolis, Administrative Assistant  
Katrina Martin, Police Chief  
Riley Cooper, Police Officer  
Keagan Gonzales, Police Officer  
Todd Messenger, Town Attorney

### **ITEM 1 Call to Order**

The meeting was called to order at 6:02 pm by Mayor Pro-Tem Maltbie

### **ITEM 2 Pledge of Allegiance**

### **ITEM 3 Roll Call**

Trustee Maltbie, Trustee Ballard, Trustee Howard, Trustee Cooper, Trustee Locke  
Absent: Trustee Mason, Mayor Walker

### **ITEM 4 Approve Regular Minutes of January 9, 2020**

Trustee Locke made a motion and seconded by Trustee Howard to approved the minutes of the Regular Meeting January 9, 2020. Motion carried.

### **ITEM 5 Approve Bills**

Trustee Howard made a motion and seconded by Trustee Locke to approve the bills as listed.  
Vote Yes– Trustees Howard, Locke, Ballard, Cooper and Mayor Pro-Tem Maltbie No-none

### **ITEM 6 Rick Rigel, ARPA General Manager – ARPA Update**

Rick Rigel gave each of a handout and an update on ARPA. The Springfield wind turbine is nearing its life in approximately 2024, so it is time to begin discussion on costs and possible action needed.

Springfield has two vacant representative positions on the Board. There has been a big turnover so about half of the board is new. It is a great time to become involved because it is a learning curve for many.

Springfield will host the August 27, 2020 meeting. They encourage everyone to come to the meeting, even if just for lunch or a short time just to get involved.

**ITEM 7 Retail or 3.2 Beer Liquor License Renewal Application  
Liquor Store License (City); Cook Thomas J, dba City Liquor, 708 Main Street,  
Springfield, CO, Thomas Cook**

Interim Clerk Merna McGinnis stated that all the fees have been paid.  
Police Chief Katrina Martin has had no issues with the establishment.

Trustee Ballard made a motion and seconded by Trustee Cooper to renew the liquor license for Cook Thomas J, dba City Liquor. Vote Yes – Trustees Cooper, Locke, Ballard and Maltbie  
No - Trustee Howard Motion Carried

**ITEM 8 Professional Services Agreement with Armstrong Consultants**

This is an agreement between the Town of Springfield and Armstrong Consultants to improve the Springfield Municipal Airport.

Trustee Locke made a motion to accept the agreement with Armstrong Consultants and was seconded by Trustee Cooper. Vote Yes Trustees Cooper, Ballard, Locke, Howard and Mayor Pro-Tem Maltbie No none. Motion carried.

**ITEM 9 CDOT – Aeronautics Division Grant Award Letter**

Grant Award for purchase of AWOS

The grant from the state is \$200,000 with a local match of \$22,222 which is \$7,000 in kind and \$15,000 cash for a total of \$222,222.00. The state will reimburse 80% or 90% of the annual maintenance fees, up to \$10,000. Interim Town Clerk McGinnis stated that we budgeted for this in the capital outlay and this is an inexpensive AWOS for the town.

Mayor Pro-Tem Maltbie stated for the public in attendance that this is an upgrade at the airport. Trustee Ballard added that Flight for Life cannot land in Springfield without an AWOS system.

Trustee Howard made a motion to accept this Aeronautical Division Grant from CDOT and Trustee Ballard made a second. Vote Yes – Trustees Howard, Ballard, Cooper, Locke, and Mayor Pro-Tem Maltbie NO none. Motion Carried

Exhibit B Resolution No. 20-03

The Town of Springfield, as a duly authorized governing body of the grant applicant, hereby formally requests assistance from the Colorado Aeronautical Board and the Division of Aeronautics in the form of a state aviation system grant.

Trustee Ballard made a motion to accept Exhibit B Resolution 20-03 and Trustee Locke seconded the motion. Vote Yes – Trustees Howard, Ballard, Cooper, Locke, and Mayor Pro-Tem Maltbie No none.

**ITEM 10 Public Comment for Non-Agenda Items**

Bernie Alvarez, speaking as a resident of Springfield, asked if there is an ordinance for residents to do metal detecting at the park? Trustee Cooper inquired if this activity includes digging, if yes, that would be the problem. This is a public park, so no digging would be allowed.

Keith Davidson expressed concern about the condition of the pond at Memorial Park. He is hoping for continuity with the election of trustees in April. He wants to know what grants the authority for the Judge to use a Court Seal, which he requested at the town offices in addition to requesting a certified copy of the Oath of Office, not the form itself, but the Oath. And, how to get a certified copy of the original form when there is no form to copy or authorize.

Marcia Elstob asked the Board to consider being frugal with money, that just because something is budgeted for, please consider saving money and consider what the residents are requesting. Chief Martin confirmed they spend about equal time on CORA requests and animal control. She addressed the issue of dogs and adjusting the scheduling of officers. Animal control is one of the categories the police department is considering adding back into the master plan.

#### **ITEM 11 Discuss Police Administrative position**

Chief Katrina Martin would like to add a full or part-time position of Administrative Assistant to the Police Department. They would assist as certified PIO-Public Information Officer, with CORA requests, CCJRA requests, notary, evidence custodian assistant and logging information.

Trustee Ballard suggested they add video surveillance cameras in PD for when they bring in the evidence. Trustee Cooper inquired about the call out and if it will be an overtime problem. Chief Martin is to determine if the position will be exempt or non-exempt. Todd Messenger can review these details. Mayor Pro-tem Maltbie is supportive of the position. Chief Martin will email the Administrative duties to everyone. The Board is supportive.

#### **ITEM 12 Planning & Zoning Chair Person Bernie Alvarez Guder**

Update on CDOT Annexation

Bernie Alvarez, Chair of the Planning and Zoning Commission gave a package to the trustees to review on the Baca County Conservation District request on 1/28/20 to split a lot in Kirkwood Subdivision. Rebecca Schroder and their surveyor were asked to contact Todd Messenger, Fairfield and Woods. We hope to review and report to the Board of Trustees at the next meeting.

Bernie Alvarez, Chair presented the history of the CDOT annexation to the Town of Springfield. The Planning and Zoning Commissions recommendation is tabling the annexation. We have the option to annex them in the future. Do you wish to move forward with this annexation, knowing there is no real benefit to the Town?

Trustees Cooper, Howard, Locke, Ballard, and Mayor Pro-Tem Maltbie have agreed to table the annexation. Yes. ALL No - none

#### **ITEM 13 Codification Discussion**

Todd Messenger, Town Attorney will speak with MuniCode next week and get an draft sent to us.

#### **ITEM 14 General Business**

Landfill discussion – Trustee Locke

Interim Town Clerk Merna McGinnis opened the discussion with pictures of the landfill for the inspection 1/15/20, and pictures of the landfill today. Trustee Ted Locke spoke with Joe, from CDPHE, at the landfill meeting in Lamar and he was happy with the improvements with the coverage of the cell.

Trustee Locke reported on the CDPHE meeting in Lamar, that it was a statewide tour and presentation. He then took a tour of the Lamar Landfill. They recently got a digital, above ground weigh scale which he viewed, and he got a copy of their rates to use for our rate study. They have a person monitoring the scale and 2 in the pit. They lined their pits with clay, which they purchased from a clay pit near Wiley. Trustee Cooper stayed very involved in the discussion and discovery. Trustee Locke spoke with the Holly Town Administrator about how they have been affected since closing their landfill. He also discovered that Transfer Stations are not regulated by the State of Colorado, and concerned that is where liquid waste is deposited.

Interim Town Clerk McGinnis did some price checking on tarps since we are running low on dirt. We may want to invest in tarps to carry us until we find another source of dirt.

Trustee Locke said the State is developing a grant program for handling different products, including: recyclables, electronic waste, paint and tires.

#### **ITEM 15 Administrative Reports**

Town Manager

Interim Town Clerk McGinnis stated that Steve Bush received his Class S Waste Water Operator's License this month.

Vic, Mike and Merna would like to begin to replace street lights with LED lights. Main Street has already been completed. As lights burn out, they replace them on the side streets, but the town needs approximately 119 lights. The switch over will reduce the utility bill by about half or approximately \$500 - \$600 month. The Main Street lights saved approx.\$800 mo and were 70% more efficient. The Electric Department bought the lights for Main Street and the General fund is paying that back.

Interim Town Clerk McGinnis will close the 2019 books by next week.

Town Attorney

Todd Messenger, Attorney will report next time on recodification. Andy is working on an appeal, more details on that at a future date.

Treasurer

Ms McGinnis, Treasurer, reported a general fund profit approximately \$193,000, the Electric fund profit of \$238,000, water fund a \$60,000 profit, sewer \$22,000 profit.

Police Department

Chief Katrina Martin reported a dog pound inspection last month due to dog pound complaint. The lighting in the pound was found to be sufficient. The natural light is good. The inspector was pleased with renovations at the pound. The vet agreement has been updated.

We had vandalism on a patrol vehicle right here in the town hall parking lot. We moved the vehicle to the lot behind the fence and windows have been broken out. We invested in a Lurex Security Camera System that will view the entire Town Hall lot with cameras in several locations. We purchased a TV for the camera system and to use for officer training.

Officer Gonzales is plotting for crime areas by old school methods until a program can be purchased. There are 14 areas to map and pins correlate for January 2020 Hot Spot Areas. They incorporate google maps for different reasons. Trustee Ballard appreciates having a visual record.

#### **ITEM 16 Mayor and Trustee Reports**

Mayor ProTem Maltbie recommended Jay Suhler for the ARPA Board.

Ms. McGinnis, Town Clerk recommended Darwin Hanson for the ARPA Board.

Trustee Locke asked about the rate study by the engineering firm for water/sewer/electric rate. Trustee Cooper and Interim Town Clerk Merna said that will be ready in March or April.

Coffee Chat - Feb 20 at Kirks Kitchen

The Attorney General will be at the Longhorn on February 25, 2020 at 8am.

There is a request for a speaker system for the meetings.

#### **ITEM 17 Adjournment**

Trustee Ballard made a motion to adjourn and was seconded by Trustee Cooper at 8:32pm.