

**SPECIAL MEETING BOARD OF TRUSTEES**  
**Via Zoom Telecommunication**

March 23, 2020

Present: Trustees Robin Ballard, Ted Locke, Mike Cooper, Ervin Maltbie, Mayor Lindsay Walker

Absent: Jim Howard, Shannon Mason

Guests: Sean Sheridan, Bernie Alvarez, Marcia Elstob, Diane Visage

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

**ITEM 1 Meeting called to order**

The meeting was called to order at 6:36 pm by Mayor Walker.  
There are 11 participants in the telecommunication meeting.

**ITEM 2 Pledge of Allegiance**

**ITEM 3 Roll Call**

Trustees: Ted Locke, Mike Cooper, Robin Ballard, Ervin Maltbie, Mayor Lindsay Walker  
Trustee Maltbie is present and can hear us, but we are unable to hear him.  
Absent: Trustee Howard and Shannon Mason

**ITEM 4 Adoption of Ordinance No 346 to amend Section 2-26, to provisions for Notice of meetings and add provisions regarding Emergency Meetings of the the Board of Trustees.**

Todd Messenger, Town Attorney added to the record that Public Health Record 20-23 prohibits the assemblage of more than 10 people in one place. It would allow in the circumstance of a government office provided you maintain social distancing of 6 feet. This is the reason to do this meeting telephonically.

Guest Sean Sheridan addressed the Board with public comment and asked about the significance of passing this as a disaster nomenclature instead of using the following codes for a pandemic? Todd Messenger, Town Attorney stated that Baca County had already declared an emergency and this is ordered so the local governments can work together. This opens up state aid programs to assist in the emergency. This is for the protection of the citizens of the Town of Springfield.

Ms Elstob asked Ms. McGinnis, Interim Town Manager, where these would be published. Ms. McGinnis said the three 3 places to Publish the notice are: the front door of town hall, the Baca Commissioners Office bulletin board, and Plainsman Herald newspaper.

Trustee Cooper believes the WHO – The World Health Organization, declared this an emergency.

Mr. Messenger agreed and added that Governors Polis Office declared a State of Emergency, as well as Baca County Commissioners, and Town of Springfield, is clearly stated in the ratification. This meeting is being recorded, and we know each other's voices, so we can determine the authenticity of who is present.

Trustee Ballard made a motion and was seconded by Trustee Locke to adopt Ordinance No 346 to provide for emergency meetings.

Vote: Yes – Ballard, Locke, Cooper, Maltbie (Mr. Maltbie is on the line and can hear us, but we cannot hear him), Mayor Walker. We have a quorum. No – none Motion carried.

An affidavit will be sent to the Town of Springfield for all in attendance to sign.

**ITEM 5 Ratification of Declaration of Local Emergency RES 20-09**

The Emergency Declaration was posted to the front door of Town Hall. Ms McGinnis will take the Resolution to the Baca County Clerk and Recorder, the Emergency Manager, and into the newspaper tomorrow.

Trustee Ballard made a motion and seconded by Trustee Locke to adopt 20-09 consenting to and ratifying Mayor Lindsay Walkers March 19, 2020 Declaration of Local Emergency.

Roll Call Vote: Yes – Cooper, Ballard, Locke, Trustee Maltbie (we can't hear), Mayor Walker  
No – none Motion carried.

**ITEM 6 Designation of Hearing Officer for Initiative Protest Hearing**

Todd Messenger, Town Attorney reported that a protest was filed on the marijuana initiative. Ms. McGinnis, Interim Town Clerk will hold the hearing unless The Board of Trustees would like to appoint an alternate. Mr. Messenger, Town Attorney recommends Mr. Andy Helm, with Fairfield and Woods PC, who has administrative law experience and has represented the Town of Springfield in the past. The hearing will be held remotely.

Mayor Walker, Trustees Ballard, Locke, and Cooper chose Mr. Andy Helm to represent the Town at the hearing.

Trustee Ballard made a motion designating Andy Helm, Fairfield and Woods, PC as the hearing officer for the initiative protest hearing and was seconded by Trustee Locke.

Roll Call: Yes – Cooper, Ballard, Locke, Trustee Maltbie(present), and Mayor Walker No – none Motion Carried.

**ITEM 7 Resolution 20-10 Waiving Penalties and Fines for Past Due Utility Bills for the months of March and April and a Possible No-Shutoff policy due to COVID19 emergency.**

The board decided no additional fliers were necessary if it is put on the website and a notice is placed in the Plainsman Herald newspaper. We will continue to send the bill and the disconnect letter to inform the resident of the amount of the utility usage which is to be paid at a future time.

We can put them in contact with Energy Outreach. Leave the responsibility to pay these bills in the customers hands.

Trustee Ballard made a motion and was seconded by Trustee Cooper to adopt Resolution 20-10 A Resolution suspending Utility Shut-Offs in the Town of Springfield during the COVID-19 Emergency.

Roll Call: Yes - Locke, Ballard, Cooper, Mayor Walker No - None Motion carried.

**ITEM 8 Adjourn**

Trustee Ballard made a motion to adjourn and was seconded by Trustee Cooper to adjourn at 7:32pm.

Roll Call: Yes Cooper, Ballard, Locke, and Mayor Walker