

ITEM 1 Call to Order, 6:00 p.m.

ITEM 2 Roll Call: Mayor Gibson, Trustee Brady, Trustee Cooper, Trustee Howard, Trustee Maltbie, Trustee McVey, Trustee West.

Present: Mayor Gibson

Trustee: Christy Brady, Mike Cooper (@6:43 p.m.), Dan McVey, Jeremy West.

Phone/Computer: Trustee: Jim Howard (left meeting at 8:17 p.m.)

Absent: Trustee Cooper (arrived at 6:43 pm), Trustee Maltbie

Guest Present: Rustin Robins, Trent Noe, Shawn Allen, Brent Frazee, Connie McGinnis, Jerome & Vanessa Simmons, Melissa Reid, Lexi Brooks, Michael Yerman (via GoToMeeting)

Staff Present: Merna McGinnis, Town Manager/Treasurer

Tammy Newman, Town Clerk

Heath Piper

Mike Ingle

Donald Leonard

Becky Duren

ITEM 3 Pledge of Allegiance, Led by Mayor Gibson.

ITEM 4 Prayer led by Trustee West.

Mayor Gibson asked for a motion to amend the agenda. To add to Item 5, the approval of the minutes of the special executive meeting December 13, 2021, and to correct Item 8 on December 9, 2021 minutes from SECEDD to SCEDD.

Trustee McVey made motion to approve the amended agenda, seconded by Trustee West. Motion Passed.

ITEM 5 Approve Minutes of the December 9, 2021, Board of Trustee's Regular Meeting.

Approve Minutes of the December 13, 2021, Board of Trustee's Special Executive Meeting.

Trustee Brady made motion to approve minutes of the regular trustee meeting December 9, 2021 with corrects to minutes Item 8 should read SCEDD, and the December 13, 2021 special executive meeting. Seconded by Trustee West. Motion Passed.

ITEM 6 Approve Bills

Town Clerk Ms. Newman addressed a correction under Sewer Fund for Elkhart CO-OP, the amount was \$77.00 not \$399.82 as was sent out in the Trustees packet.

Trustee McVey asked about payment to Clinton Ownbey. This was explained as the Bonus for the Board of Adjustments that was approved at the December 9th meeting.

Trustee McVey asked about the amounts for the Christmas Bonus for Fire Department. Ms.

McGinnis explained that the Christmas Bonus is \$60.00 per firefighter then they get \$3.00 per call for the year.

Trustee Brady made motion to approve bill as presented with the correction. Seconded by Trustee McVey. Motion Passed.

ITEM 7 Brent Frazee, SECEDD

Vacate Right of Way & Sub-Division Approval

Michael Yerman gave a project overview: The Southeast Plains Workforce Housing Project is expecting to deliver up to 127 for sale and rental units across 6 counties and 10 municipalities in Southeast Colorado. Collaborative leadership across the region has resulted in the commitment of supplemental funding for housing costs such as architecture, surveying, tap fees, and planning to ensure the success of this project and empower their workforce to have safe, secure, and energy efficient workforce housing at price points approximately \$155 per square foot. Design, site selection, and surveying is complete, and groundbreaking is expected to commence in April 2022. Marketing and presale efforts have begun. A website is active, www.highprairiehomes.com, with pricing, floorplans, and elevation for home in each participating community.

The Springfield site, West of County Road 24.6 and South of the fire station, is proposed to create 16 lots of which 15 will be used for the Southeast Plains Workforce Housing Project which will accommodate 6 for sale homes and 9 duplexes for a total of 24 new workforce housing units. The duplexes will be purchased by 4 Points, an opportunity zone investor and rented back to members of the workforce. A Housing Incentives Grant, through DOLA, has been applied for to assist the Town of Springfield with needed infrastructure on the proposed site. Upon approval, the land will be transferred to SECED, who will secure a letter of credit protecting the towns interest in the case of developer default. The sales contract will pay \$100 per lot to the Town of Springfield. The proceeds from the sale will be a pass through and will help cover the closing costs. Any remaining funds will be transferred to the Town. Once construction financing has been secured, the land will then be transferred to Bywater Development LLC as prerequisite closing on construction loan financing.

The Trustees were given the map of the Kestrel Subdivision and how the lots are laid out for the houses and duplexes.

Mr. Piper asked for clarification on the electrical to make sure the electric remains as it is now and was told yes that would remain the same.

Brent Frazee commented on the prospective candidates at this time they have 2 prospective candidates for homes at this time.

Michael Yerman also explained that once the survey process started, the vacate of right-of-way was no longer needed.

Attorney Steerman informed the Trustees that he also works for SECED and has done a lot of the attendant documents for this project. Attorney Steerman did not draft the Town of Springfield's documents but has reviewed and drafted a lot of the other documents. Attorney Steerman wanted the Trustees to be aware but does not believe that there is any conflict of interest.

Trustee West made motion approving the Kestrel Subdivision. Seconded by Trustee Brady.

Yes: Trustee Brady, Trustee McVey, Trustee West, Trustee Howard, Mayor Gibson

No: None

Motion Passed.

Trustee Brady made motion to approve the land purchase contract transferring the lots to SECED for the price of \$100.00 per lot. Second by Trustee Howard.

Yes: Trustee Brady, Trustee McVey, Trustee West, Trustee Howard, Mayor Gibson

No: None

Motion Passed

ITEM 8 Christmas Lighting Contest Winners' Presentation

Ms. McGinnis, handed out checks to the annual Christmas lighting contest winners:

1st place – Jerome & Vanessa Simmons - \$100.00

2nd place – Craig & Connie McGinnis – \$75.00

3rd place – Melissa Reid & Family – \$50.00

ITEM 9 Trent Noe

Water usage, Meter didn't read.

Mr. Noe stated they had closed on his parents' home and come into Town office to get the meter deposit back and found out there was a problem with the water meter and meter had not been properly billed for usage for a year. If there is a leak on the water line on the customer side yes, they should pay but doesn't think that the customer should have to pay if the Towns water meter wasn't working properly that the Town should have caught the problem before now.

Trustee Brady asked for clarification on what was broke. Ms. McGinnis and Mr. Ingle explained that the ERT module wire that runs to the meter that sends the electronical readings for billing was pinched and was not relaying usage. The meter was reading the water used just wasn't relaying to the ERT Module. The water meter pit is in a driveway, so could have been driven on, flipped up, lid lifted and not returned properly and got pinched causing damage.

Trustee West asked if a meter doesn't read is a customer just paying a minimum bill every month and was told yes.

Ms. McGinnis stated the problem was found when the meter was read out when the house sold and had taken into consideration when figuring the water usage that they had paid for the minimum usage for 12 months. Ms. McGinnis apologized for not catching it sooner, but it is water that was used and not billed for.

Trustee West asked about a report that shows if someone hasn't used any water for the month. Ms. McGinnis stated that there is now a report to catch 0 usage, so the water department can go and check the meter.

Mayor Gibson asked why there wasn't already a report in place to catch this. Ms. McGinnis stated that there used to be and when they changed meter reading systems that it didn't have the report and it was overlooked, but it is in place now.

Trustee McVey feels it was faulty equipment and the Town should give back the Electric Deposit and keep the Water Deposit.

Trustee Brady asked to run something in the newspaper, social media to educate the consumers to check their utility bills and make sure the bill looks correct, and to call the Town to turn off the meter pit instead of doing so themselves. Suggested the ones who have already paid with the similar cases should have their money returned.

Trustee West suggested to take the \$150.00 deposit to pay on the bill and forgive the rest.

Mayor Gibson suggested to forgive the whole bill, give the full deposit back and move forward.

Trustee Cooper joined the meeting at 6:43 p.m., given update on discussion and stated that the PUC has guidelines for Colorado of the billing on how far you can go back and charge the customer. Attorney Steerman will do the research on what the PUC standards are so the Trustee can make a good discission.

Tabled until more information can be gathered, to move forward.

ITEM 10 Resolution 22-01

Resolution Providing for the Scheduling of Meetings, Designation of Posting Notices, and Designation of the Official Newspaper

Trustee McVey made motion to approve Resolution No. 22-01, A Resolution Providing for the Scheduling of Meetings, Designation of Posting Notices and Designation of the Official Newspaper. Seconded by Trustee Cooper.

Yes: Trustee Brady, Trustee McVey, Trustee West, Trustee Howard, Trustee Cooper, Mayor Gibson

No: None

Motion Passed.

ITEM 13 Public Comment for Non-Agenda Items

Anyone who would like to address the Board of Trustees on any matter other than an agenda item will be given an opportunity, 3-minute time limit each person after signing the roster.

Moved public comment up to Item 11 - No Public Comment.

ITEM 11 Ordinance No. 352 – Centurylink Franchise Agreement

AN ORDINANCE GRANTING A FRANCHISE TO QWEST CORPORATION D/B/A CENTURYLINK QC ON BEHALF OF ITSELF AND ITS OPERATING AFFILIATES (“CENTURYLINK”) FOR THE RIGHT TO ERECT, MAINTAIN AND OPERATE EQUIPMENT IN, UNDER, OVER, ALONG, ACROSS AND UPON THE STREETS, AVENUES, SIDEWALKS, ALLEYS, BRIDGES AND HIGHWAYS AND OTHER PUBLIC PLACES IN THE TOWN OF SPRINGFIELD, COLORADO, AND SUBSEQUENT ADDITIONS THERETO, FOR THE PURPOSE OF PROVIDING TELECOMMUNICATIONS SERVICES TO THE INHABITANTS OF SAID TOWN FOR A TERM OF TEN (10) YEARS, AND REGULATING THE SAME; AND PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT

Ordinance No. 352 first read with, Mayor Gibson reading title, Trustee Brady read pages 1-8 and Mayor Gibson read pages 9-17.

Trustee West made motion to Amend Ordinance No. 352 with numbering corrections on page 4, 2.6 twice, 2.6 Installation and Maintenance of Company Facilities will read 2.7, Eminent Domain will be 2.8, on page 16, 9.7 Effective Date needs to new paragraph. Trustee West, Second Trustee Brady, Motion Passed

Trustee West made motion to approve first read of Ordinance No. 352 CenturyLink Franchise Agreement, with corrections. Second by Trustee Cooper.

Roll Call:

Yes: Trustee Brady, Trustee Cooper, Trustee Howard, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

ITEM 12 Ordinance No. 353 – SECOM Franchise Agreement

AN ORDINANCE GRANTING A FRANCHISE TO SECOM, INC (“SECOM”) FOR THE RIGHT TO ERECT, MAINTAIN AND OPERATE EQUIPMENT IN, UNDER, OVER, ALONG, ACROSS AND UPON THE STREETS, AVENUES, SIDEWALKS, ALLEYS, BRIDGES AND HIGHWAYS AND OTHER PUBLIC PLACES IN THE TOWN OF SPRINGFIELD, COLORADO, AND SUBSEQUENT ADDITIONS THERETO, FOR THE PURPOSE OF PROVIDING TELECOMMUNICATIONS SERVICES TO THE INHABITANTS OF SAID TOWN FOR A TERM OF TEN (10) YEARS, AND REGULATING THE SAME; AND PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT

Ordinance No. 353 first read with Mayor Gibson reading title, Trustee McVey read pages 1-7 and Trustee West read pages 8-17.

Trustee Brady made motion to Amend Ordinance No. 353 with numbering corrections on page 4, 2.6 twice, 2.6 Installation and Maintenance of Company Facilities will read 2.7, Eminent Domain will be 2.8, on page 16, 9.7 Effective Date needs to new paragraph. Second Trustee West. Motion Passed.

Trustee Cooper made motion to approve first read of Ordinance No. 353 SECOM, Inc. Franchise Agreement, with corrections. Seconded by Trustee McVey.

Roll Call:

Yes: Trustee Brady, Trustee Cooper, Trustee Howard, Trustee McVey, Trustee West, Mayor Gibson

No: None

Motion Passed

Trustee Howard left meeting at 8:17 p.m.

ITEM 14 General Business

A. Vehicle Bids: 2001 Ford F150 Pickup

There were 3 bids for the 2001 Ford F150, Brice Chenoweth \$2,850.00, Terry Mullins \$2,500.00, Brian Wood \$2,650.00.

Trustee McVey made motion to accept Brice Chenoweth bid of \$2,850.00 for the 2001 F150 pickup. Seconded by Trustee Cooper.

Yes: Trustee Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

B. Springfield Housing Authority-Open Seat Expires July 2022.

Trustee Cooper made motion to accept Bill Raybon letter of resignation for the Springfield West Board. Seconded by Trustee Brady.

Yes: Trustee Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

Ad was placed in the newspaper, for board member for Springfield West applications are due February 1, 2022 for anyone interested in filling position. Any applications will be discussed at the February 13, 2022, regular trustee meeting.

Mayor Gibson suggested to run ad in newspaper for Planning and Zoning member also.

C. Family Dollar Update: No meeting with Craig Brooks, Moving right along with the building.

D. Cobblestone Hotel Update: Mayor Gibson had been in touch with Bill Brooks and the plumbing inspection did not pass. The State was to complete a test today.

Mr. Steerman stated that he has been in touch with the attorney handling the buyout and the letter has been received by SECPA about the buyout for the Cobblestone electricity and the vacant lots to the south and is awaiting a response from SECPA.

ITEM 15 Administrative Reports

Ms. McGinnis, Town Manager/ Treasurer:

APC Construction from Golden would like to lease property south of the landfill between landfill and Hwy 160 for 2 months starting in March. They will be resurfacing 160 and need a place for an asphalt plant. Trustees would like to know more before they can make a discission. Tabled until next meeting.

Mini excavator quote, for all three departments. \$6,000.00 from water, \$28,000.00 street, 16,000.00 from the electric fund.

Trustee McVey made motion to purchase the mini excavator for \$50,000.00 from Bob Cat per quote. Seconded by Trustee West.

Yes: Trustee Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

Up-date on the clean-up on the property on 1201 and 1213 Santa Fe, clean-up can start after January 20, 2022, have gentleman to do the clean-up.

Landfill inspection turned out good. Need more coverage material for the landfill. Looking into alternate coverage materials, working with state. Would like to purchase a netting to put up around landfill property on the south and east side to keep the trash from blowing.

Trustee West made motion to purchase netting not to exceed \$1,500.00. Seconded Trustee Brady.

Yes: Trustee Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

Mr. Piper, Electric Superintendent:

Boring across the creek is scheduled for week of January 17th.

Discussion on purchasing electric poles, had in last year's budget and couldn't get them in last year, will need to order them this year. Would have to order a truck load at a time, load comes with 90 poles at \$400.00. Tabled to get a quote together for next meeting.

Would like to look for a trailer, had to borrowed trailer from Jeff Woller to run the electric wire out south for project. Have been looking for a trailer and they run around \$10,000.00. The one borrowed from Jeff Woller could possibly be purchased for \$4,500.00, maybe less, will do more checking and bring back to trustees.

New meters have been working well, and trial ends in March if go with it we will have to buy 200 new meters at \$125.00 each. Will revisit next month.

Have received no applications for the electric helper. Asked about relocation costs or sign on bonus to attract electric helper. Tabled will revisit later.

Tammy Newman, Town Clerk:

Read letter from the Bernard C. and Hazel Neill Foundation, that the grant request was not approved. They invited the Town to reapply next grant cycle November 1, 2022.

LWCF Grant Presentation January 5, 2022, Mayor Gibson, Trustee West and Town Clerk Ms. Newman. Was notified January 6, 2022 that the Mini Golf does not meet the requirements for the LWCF Grant Funds, asked if the Town would want to still apply for grant funds with the swimming pool and renovation of the bathhouse. Did clarify that the skate park would also qualify for the funds. Discussed new grant writer hired by SECED to help the southeast area with grants and have reached out to her to help with this project.

Three election nomination petitions have been picked up, but none have been returned yet. January 24, 2022 is the deadline to have them turned in.

Don Steerman, Town Attorney:

Have been working on the Franchise Agreements for Centurylink and SECOM. ATMOS Energy Franchise Agreement good until 2026.

Working with Merna on a contract for the clean-up on the 1201 & 1213 Santa Fe addresses, with Carlos Cano whom will be doing the clean-up.

Katrina Martin, Police Department:
Officer West is still in his field training.
Working on the polices with Attorney Steerman.

Looking for grants with Jennifer Leathers, EOC on a Homeland Security Grant for long lasting batteries for radios, monitors, that was donated at no cost to the department. The department will have to add them to inventory.

Trustee Cooper made a motion to accept Officer Riley Coopers letter of resignation dated December 13, 2021. Seconded by Trustee West.

Yes: Trustee Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

Chief Martin has put ads out for another officer. Discussed sign on bonuses. Tabled to next meeting.

Chief Martin will get Merna a copy of Contract for Officer West on repayment.

ITEM 16 Mayor and Trustee Reports

Trustee West discussed the passing of former Trustee Ted Locke. The entire Board sends condolences out to his family.

Trustee McVey, 30 years of Memorial Park, requested to get a replacement for the sign or repaint the existing sign. Discussion on the 30-year celebration.

Thank You card for the food from the family of Ed England was read.

ITEM 17 Executive Session, C.R.S. Section 24-6-402(4)(f), for discussion of personnel matters, Springfield Landfill Employees Full and Part-time.

Landfill Employees Donald Leonard and Becky Duren was asked if they wanted the meeting to be public or private and agreed to be in executive session.

Trustee McVey made motion to go into executive session, with the Springfield Landfill Employees Full and Part-time the purpose of personal matters 24-6-402(4)(f), C.R.S., not involving any specific employees who have requested discussion of the matter in open session. Seconded by Trustee Brady at 9:03 p.m.

Yes: Trustees Brady, Trustee Cooper, Trustee McVey, Trustee West, Mayor Gibson

No: None

Motion Passed.

ITEM 18 Return to Regular Meeting

The time is now 9:56 pm, and the executive session has been concluded. The participants in the executive session were:

Trustees McVey, Cooper, Brady, West, Mayor Gibson, Town Attorney Steerman, Town Manager McGinnis, Town Clerk Newman, and Landfill Employees Donald Leonard, Becky Duren.

For the record, if any participants who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred, or that any improper action occurred in violation of the Open Meeting Law, I would ask that you state your concerns for the record.

Seeing none, we will return to open meeting.

ITEM 19 Adjournment

Trustee Cooper made motion to adjourn at 9:57 pm. Seconded by Trustee West. Motion Passed.