

REGULAR MEETING BOARD OF TRUSTEES

October 8, 2020

Present: Mayor Tyler Gibson,
Trustees: Ervin Maltbie, Mike Cooper, Ted Locke, Dan McVey, Jim Howard

Absent: Trustee: Christy Brady

Guests: Dennis Jordan, Rodney Robins, Holli Locke, Marcia Elstob, Dave Engle, Carl Harmon, Kelby Sikes, Jim Jordan
Guests by Phone: Kent Brooks, Hunter Babbitt

Staff present: Merna McGinnis, Town Manager
Tammy Newman, Town Clerk
Katrina Martin, Police Chief
Mike Ingle, Water/Sewer Superintendent
Margaret Dunham, Code Enforcement
Keagan Gonzales, Police Officer
Joan Day, Police Administrative Assistant
Don Steerman, Town Attorney

ITEM 1 Meeting Called to Order

Mayor Gibson called to order by at 6:00 p.m.

ITEM 2 Roll Call

Trustees: Mike Cooper, Ted Locke, Dan McVey, Ervin Maltbie, Jim Howard, Mayor Gibson

Absent: Trustee Christy Brady

ITEM 3 Pledge of Allegiance

ITEM 4 Prayer - Trustee Maltbie led the Board in prayer.

ITEM 5 Approve Minutes of the September 10, 2020 Board of Trustee's Regular Meeting

Trustee Maltbie made a motion to approve the September 10, 2020 minutes and seconded by Trustee Cooper.

Vote Yes: Trustees Locke, McVey, Maltbie, Cooper, Howard, Mayor Gibson

Vote No: none

Motion passed.

ITEM 6 Approve Bills

Trustee Locke inquired about the cellphone service and COVID19 phones entry for \$10,000. Town Manager McGinnis explained that with the COVID19 CARES ACT relief money, we updated the Managers, Town Clerk, Police Department, Street Superintendent, Water Superintendent, and two other cell phones in the event there is an emergency, we have better phones to deal with the event.

Trustee Maltbie made a motion to approve the bills as listed and seconded by Trustee McVey.

Vote Yes: Trustees McVey, Maltbie, Cooper, Howard, Locke, Mayor Gibson

Vote No: None

Motion passed.

ITEM 7 Building Codes

Ms. McGinnis explained that we passed the 2006 IBC which requires a building inspector. In 2018, Mr. Dennis Jordan agreed to be our building official. We have asked him to continue in this capacity and look over plans, conduct inspections, and other tasks. He is willing to look at plans. Inspections are more involved and he would like more information about what is expected.

Town Attorney Steerman explained that inspections would be conducted on new construction, new additions, remodels and decks, or anything that involved changing the structure or weight bearing walls, plumbing and electricity. The building official can appoint another person that is qualified to do the inspections. Inspections should include: set-backs, the footing and foundation, framing, roofing, plumbing and electricity which is inspected by state licensed contractors, insulation, drywall, and there may be another, but followed up by the final inspection. The final inspection is key, as the town is expected to issue a Certificate of Occupancy, which is the one lever the town has for the builder to comply with the regulations, and is required before the building can be occupied.

Mr. Jordan asked if he could accept work from the homeowner or anyone? Must this person be licensed? Are we more concerned that the work is done correctly? Mr. Steerman said the responsibility would be that the project is built to code. The building permit application will include a section for electrical and plumbing specs (included with the plans) and inspections, the contractor's name, license number, and their contact information to show they will pull the proper permits from the state. A homeowner can do their own work, but it would be pertinent to know they have the knowledge to perform the task.

Curb and gutter, or a driveway may not need a permit, we need to consult the municipal code. Trustee Locke said the Public Works Department usually deals with drainage, grading and streets.

The inspector states what must be done in order to pass the inspection. The approved plans and all approved changes must be on-site for all inspections. You cannot continue to the next phase of work until you have passed the inspection, or made the requested changes and had a re-inspection. Once completed, you can continue to the next phase of the project, ie: cover up the work or close the wall. Mr. Jordan said he would accept a photo of the project in some situations.

All building and technical permits must be completed prior to use or occupancy. We issue the CO after approval of the final building inspection and approval by all applicable internal and referral agencies.

Mayor Gibson asked Mr. Jordan if he would be interested in this position.
Mr. Dennis Jordan is willing to take on the responsibility.

ITEM 8 Liquor License Renewal for G&J Longhorn Steakhouse

Hotel & Restaurant – Fermented Malt Beverage License Renewal; G&J Longhorn Steakhouse, 400 Main St, Greg & Jessica Caricato Ms. Newman, Town Clerk stated the fees have been paid.

Chief Martin stated there were no issues with this establishment

Trustee Cooper made a motion to approve the liquor license renewal for G&J Longhorn Steakhouse and seconded by Trustee McVey.
Yes: McVey, Cooper, Maltbie, Locke

No: Howard

Mayor Gibson abstained.

ITEM 9 Ordinance 350 second read for the rezoning of Southeast Colorado Hospital District Property at 373 E 9th Avenue, Lots 11 and 12 Blk 14 Stewart Addition. Mr. Engle has had no conversation outside the meetings and would like to proceed with the rezoning request. Mr. Cooper confirmed this plan includes putting in a proper commercial facility.

Trustee Howard made a motion to approve Ordinance 350 and seconded by Trustee Locke.

Vote Yes: Cooper, Locke, McVey, Maltbie, Howard, Mayor Gibson

Vote No: none

This ordinance will take effect 30 days from this hearing, November 8, 2020.

ITEM 10 Public Comment for Non-Agenda Items. No one had comments.

ITEM 11 General Business

A. Annexation Agreement-Kindler-Water/Sewer

Water/Wastewater Superintendent Mike Ingle explained the water lines going to the three parties. Noah and Sarah Evans own the main water line, Eloy Maes and Jerry Kindler are tapped into the line. Maes and Kindler each have a meter at their tap on the Evans line. Jerry Kindler would like to purchase his own water tap and line. Mr. Kindler is responsible from the meter pit (by Chenoweth's) to his line. He will need to speak with the county about the right-of-way. He has requested a ¾ inch water service outside city limits. The town will place a ¾ inch tap and set the meter pit. Out of town service rate is 1.5 of the in-town fee. He would also like a sewer tap on which out-of-town customers are charged double the monthly fee.

Trustee Locke made a motion to approve the Annexation Agreement with Jerry Kindler and the Town of Springfield and seconded by Trustee Maltbie.

Vote Yes: Maltbie, Howard, Cooper, Locke, McVey, Mayor Gibson

Vote No: none

Motion carried.

B. Landfill Discussion

Trustee Cooper summarized information gathered at the October 1, 2020 regional landfill meeting. The meeting went well, and they discussed the idea of a transfer station, with a possible land lease, and placement on the south end of the landfill property. The cost of the landfill shutdown is \$138,000 last time they checked. Monitoring Wells are approximately \$5500.00 annually for 30 years. A new cell would cost approximately \$678,000, to keep the landfill open. Cost calculation to build a transfer station is approximately \$300,000. We have numbers for Town run transfer station obtained previously from Gary Fusiler, Souder Miller & Assoc. Transfer station fees could lower monthly town rates. We will need to visit with CDPHE to obtain an inclusive list of what is required to shut down the landfill. We would have to determine how to pay the yearly monitoring fees. Two commercial haulers talked about hauling trash elsewhere and avoiding the transfer station costs. What can be done to assist the haulers and support their business. Roll-offs may be an option. Another option is keeping the landfill open to Town of Springfield customers only (approximately 10 years by high-piling and finding dirt), closing it off to outside customers, and adopt a fine for dumping illegally into the landfill. If we close the landfill, we do not need to create an Enterprise Fund.

Landfill Enterprise: Change of rates, charge fees to all county customers

Close Landfill and bid out transfer station

Work session scheduled for Tuesday, October 13, 2020 at 5:30pm at Town Hall

C. Budget Hearing

Town Manager McGinnis presented the 2021 budgets to the Board.

ITEM 12 Administrative Reports

Town Manager/ Treasurer Ms. McGinnis

Water/Wastewater Superintendent Mike Ingle presented two bids for the roof on the Water Shop well-house. Discussion was held concerning the roof. Town Clerk Newman researched it and the building is not on the historical register.

Trustee McVey made a motion to approve the bid from Farha Roofing and seconded by Trustee Maltbie.

Vote Yes: McVey, Howard, Maltbie, Cooper, Locke, Mayor Gibson

Vote No: none

Motion carried.

Water/Wastewater Superintendent Mike Ingle presented two bids for a new pickup for the water/sewer departments. This vehicle will replace the 2000 water department pickup. Mike's recommendation is the 2020 GMC 4X4 and it is a slightly lower in price.

Trustee Locke made a motion to approve the purchase of the 2020 GMC pickup for the Water/Sewer departments and seconded by Trustee Maltbie.

Vote Yes: Locke, Maltbie, Howard, Cooper, McVey, Mayor Gibson

Vote No: none

Motion carried.

Town Manager McGinnis stated that a new credit card company wants to provide service to the town. Their rate is 2.65% and they provide an on-site swipe machine or by phone. We currently use traffic payment - utilities 3.5% and ticket 5%. We will transfer services soon.

Josh Wittler will start on the gazebo roof next week.

Sales tax is up.

Town Clerk

Ms. Newman, Town Clerk, discussed the Cares Act and the first reimbursement has been submitted to DOLA.

Town Attorney

Mr. Steerman, Town Attorney, stated we are getting ready to file three code enforcement cases to court.

Our current ordinance has no building permit fees – do we want to look at that? Town Manager McGinnis suggested we complete a master fee schedule.

Police Department

Chief Martin stated the monthly report was provided to the Board.

Marcia Elstob commended the Police Department on how the three employees are handling their cases.

ITEM 13 Mayor and Trustee Reports

Mayor Gibson stated we had a Main Street meeting and we have a plan to get started.

Trustee Cooper asked if we are going to continue the Coffee Chats? Mayor Gibson would like to continue. Please set up meetings.

Trustee Cooper asked to give Steve Bush a salary increase for helping in the electric department. Mike Ingle stated that he would like to give Steve \$2,500 per year.

Trustee Cooper made a motion to approve a temporary salary increase of \$2,500 to Steve Bush until the electric superintendent is hired and seconded by Trustee Maltbie.

Vote Yes: Howard, Locke, Maltbie, Cooper, McVey, Mayor Gibson

Vote No: None

Motion carried.

Trustee Cooper reported that Kathy Self, Tree Board, would like to design a sign for City Park. We could have a contest for Springfield Municipal Park and fund the sign through donations. Trustee McVey stated Larry Duncan would like several things completed at City Park before next spring. We will meet before the next board meeting, November 12, 2020 at 5:00 pm for a walk through at the park.

The Town of Springfield received an application for Electric Superintendent.

Ms. McGinnis stated another person expressed interest in the job. He currently works in this field.

Place the Electrical Engineer position on the November 12, 2020 agenda.

ITEM 14 Adjournment

Trustee McVey made a motion and seconded by Trustee Locke to adjourn at 8:12 pm.