

Present: Mayor Tyler Gibson
Trustees: Ervin Maltbie, Christy Brady, Mike Cooper, Jim Howard, Dan McVey

Trustee/Phone: Ted Locke

Absent: None

Staff Present: Merna McGinnis, Town Manager
Tammy Newman, Town Clerk
Katrina Martin, Police Chief
Joan Day, Police Department Administrative Assistant
Don Steerman, Town Attorney

Guests/phone: Gary Waller, Holli Locke, Marcia Elstop and Jace Piper.

ITEM 1 Call to Order

Mayor Gibson called the December 10, 2020 Board of Trustee Meeting to order at 6:00 PM.

ITEM 2 Roll Call

Trustees: Brady, Cooper, Howard, Maltbie, McVey, Locke by phone, Mayor Gibson.

ITEM 3 Pledge of Allegiance was led by Trustee Howard.

ITEM 4 Prayer was led by Trustee Maltbie.

ITEM 5 Approve Minutes of the November 12, 2020 Board of Trustee Regular Meeting, and Special Trustee Meeting November 17, 2020.

Trustee Cooper made a motion and seconded by Trustee Howard to approve the minutes of the Regular Meeting on November 12, 2020 and the Special Meeting on November 17, 2020. Motion carried unanimously.

ITEM 6 Approve Bills

Ms. McGinnis, Town Manager, has four additional bills to pay. Steerman Law Offices - \$1,724.65, All Weather Inc (AWOS) - \$129,559.75, Armstrong Consultants - \$3,292.50. The last two are for the AWOS system at the airport which we want to pay before the end of the year. Ms. Newman, Town Clerk, presented the fourth bill for MUNICODE, which includes the 1992 ordinances that were missed in the original printing and the ordinances passed since the original submission, in the amount of \$3,236.45.

Trustee Cooper made a motion and seconded by Trustee Maltbie to approve the bills as stated, and the four additional bills. Motion carried unanimously.

ITEM 7 Dixon & Waller; 2019 Audit Presentation was delivered by Gary Waller. All departments are within their budgets. The landfill, reported in the general fund, estimated the future cost of \$344,201 to close. Current budget is \$138,000 post – closure. The state required new estimated closure amounts. Mr. Pretti based the calculations on landfills from nearby areas. CDPHE agreed with these amounts for closure and post-closure costs.

ITEM 8 License-Renewal - Retail Liquor or Fermented Malt Beverage; Mini Mart dba Loaf N Jug #5, 1101 Main Street. Mayor Gibson stated that we have not received the liquor license renewal for Mini Mart dba Loaf N Jug #5.

Landfill Discussion

Town Manager Merna McGinnis and Town Clerk Tammy Newman would like to have the landfill discussion before appropriation of moneys. Ms. McGinnis and Ms. Newman prepared the landfill budget for the entire year of 2021. To keep the landfill open, we need to purchase scales at \$125,000. Trustee Cooper stated he had discovered large tandem axle portable scales in Kansas for \$13,000 that can weigh 60,000 lbs. and will weigh short wheel and tandem, but not a semi. The scale will require annual re-calibration. This pricing will be taken into account at a later date. Ms. McGinnis and Ms. Newman prepared the budget using \$125,000 for scales, \$10,000 for electricity, \$5000 for a scale house building, and we

will need to purchase dirt. Landfill post-closure of \$50,000. Residential and business rates would be increased by \$18. Operations and Repair was increased so we can replace cleats on the compactor. The Wagner bid of \$13,483.20 is for cleats only, it does not include the labor. The Trustees and Staff will take the next month to get more clarification on many aspects of this subject, including: purchase vs. lease of scales, cost of a scale house building, cost of electricity to the building, and compiling the surveys on a spreadsheet after collection thru December 15, 2020. Final Decision on the Landfill will be made at the Regular Board Meeting - January 14, 2021.

ITEM 9 Resolution No. 20-17 – A Resolution Appropriating Additional Money to Fire Department

A Resolution Appropriating Additional Sums of Money to the Springfield Fire Department Fund 2020 Budget Not Anticipated at Time of Adoption

Trustee Brady made a motion and seconded by Trustee Howard to approve Resolution No. 20-17 Appropriating additional money to the Fire Department.

Vote Yes: Brady, Howard, Cooper, Maltbie, McVey, Locke by phone, Mayor Gibson

Vote No: none

ITEM 10 Resolution No. 20-18 – A Resolution to Appropriate Sums of Money

A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amounts and for the Purposes Set Forth, For the Town of Springfield, Colorado, for the 2021 Budget Year

Trustee Howard made a motion and seconded by Trustee Maltbie to approve Resolution No. 20-18 Appropriating sums of money to the various funds and spending agencies.

Vote Yes: Howard, Maltbie, Brady, Cooper, McVey, Locke by phone, Mayor Gibson

Vote No: none

ITEM 11 Resolution No. 20-19 – A Resolution to Adopt Budget

A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting A Budget for The Town of Springfield, Colorado, For the Calendar Year Beginning on the First Day of January 2021, and Ending on the Last Day of December 2021

Trustee Maltbie made a motion and seconded by Trustee Brady to approve Resolution No. 20-19 Adopting 2021 Budget.

Vote Yes: Maltbie, Brady, Howard, Cooper, McVey, Locke by phone, Mayor Gibson

Vote No: none

ITEM 12 Resolution No. 20-20 – A Resolution to Set Mill Levy

A Resolution Levying General Property Taxes for the Year 2021 to Help Defray the Costs of Government for The Town of Springfield, Colorado, For the 2021 Budget Year

Trustee Brady made a motion and seconded by Trustee Cooper to approve Resolution No. 20-20 Property Tax Levy, with the noted corrections.

Vote Yes: Brady, Cooper, Maltbie, Howard, McVey, Locke by phone, Mayor Gibson

Vote No: none

Motion carried unanimously.

ITEM 13 Public Comment for Non-Agenda Items

No public comment.

ITEM 14 General Business

Employee Christmas Bonus

Trustee Maltbie made a motion and seconded by Trustee Locke to approve a \$500 bonus plus taxes for full time employees, \$300 bonus plus taxes for one part time employee and \$200 plus taxes for 4 part time employees.

Vote Yes: Maltbie, Locke by phone, Brady, Cooper, Howard, McVey, Mayor Gibson

Vote No: none

Chief Martin asked the Board for a shorthand bonus for herself and Officer Gonzales.

Trustee Maltbie made a motion and seconded by Trustee Howard to approve a shorthand bonus of \$2,500 plus taxes for Police Chief Martin and Officer Gonzales.

Vote Yes: Maltbie, Howard, Locke by phone, Brady, Cooper, McVey, Mayor Gibson

Vote No: none

Motion carried.

ITEM 15 Administrative Reports

Town Manager/ Treasurer

Town Manager McGinnis reported that sales tax has been a little over 50,000 for last 4 months. An anonymous company has been giving us \$14-16,000. The money does not belong to the Town of Springfield, so they will be getting a refund. The Department of Revenue is investigating how this has happened. The Department of Revenue will short our future sales tax to cover this repayment.

Merna is working on the Air Pollution Emission Notice (APEN) to CDPHE due in January.

Trustee Cooper asked if the new superintendent of the Electric Department can meet with Mr. Darwin Hansen for some walk throughs at the light plant. Ms. McGinnis will make arrangements for them to meet.

Town Clerk

Ms. Tammy Newman, Town Clerk,

Have been busy with the budget. Have submitted two requests for the CARES ACT - COVID money this round one end of November and one early December. Merna and Tammy met with Baca County Administrator and deputy administrator for a phone conference with the State who questioned a lot of the entries. The state has re-imbursed us for only the first request so far.

Town Attorney

Don Steerman, Attorney

The hearings set for last Monday was delayed because our witness was not available to attend due to an accident. The Judge graciously continued the hearings for a month, to January 6, 2020. I have made progress on the ordinance for the building permit fees. We still need to develop the town fee schedule.

Police Department

Chief Martin

Police report was available to the Trustees per their agenda packet.

The shorthand bonus is very appreciated. The 134 calls for service mostly handled by one officer. The Town Police Department has been reimbursed the \$3,700 leadership training for Chief Martin and Officer Gonzales. We did turn back the grant for the academy, due to lack of a participant, and they said it was OK in this situation. We are buying supplies and preparing to use another training grant that was received from the state.

ITEM 16 Mayor and Trustee Reports

Correspondence

We received a Thank You card from the Preschool for the neck gaiters.

Cheryl Sanchez and Mayor Gibson met with Shelly Westphal (Rick and Ceclia Deen's daughter) who started a 501-C3 and will begin fundraising soon to help with downtown and the Mainstreet projects.

Dan McVey noted that we need to discuss the walk through at the park and make some decisions, and we need to complete the salary review and the rate valuation in a special meeting.

ITEM 17 Adjournment

Trustee McVey made a motion and seconded by Trustee Brady to adjourn the meeting at 7:40 p.m.