

REGULAR MEETING BOARD OF TRUSTEES

6:00 PM Zoom Meeting

May 14, 2020

Present: Trustee Jim Howard, Trustee Christy Brady, Trustee Ervin Maltbie, Trustee Mike Cooper, Trustee Dan McVey, Trustee Ted Locke, and Mayor Tyler Gibson

Absent:

Guests: Darrin (Annette) Deen, Bernie Alvarez Guder, Holli Locke, Robin Ballard, Julie Thiessen, Jerri-Ann Montoya, Mitzi Phone (Mitzi Jett), Starla's Pad (Starla Westphal), Hicks Household, Kent Brooks, Alec Torres, Diane Visage, Jarod Leathers, Lanell Huffman (22 participants in this meeting including the BOT and Fairfield and Woods staff)

Staff Present: Tammy Newman

Merna McGinnis, Interim Town Manager/Clerk/Treasurer
Lyn Margolis, Administrative Clerk
Katrina Martin, Police Chief
Riley Cooper, Police Officer
Keagan Gonzales, Police Officer
Joan Day, PD Administrative Assistant
Margaret Dunham, Code Enforcement
Todd Messenger, Town Attorney
Andy Helm, Attorney

ITEM 1 Call to Order

Mayor Gibson called the meeting to order at 6:05 pm.

ITEM 3 Roll Call

Mayor Gibson, Trustee Howard, Trustee Brady, Trustee Cooper, Trustee Locke, Trustee Maltbie, Trustee McVey

ITEM 2 Pledge of Allegiance

ITEM 4 Approve Regular Minutes of the Special Meeting of April 28, 2020

Trustee McVey made a motion and seconded by Trustee Maltbie to approve the minutes of April 28, 2020.

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

Vote No:

ITEM 5 Approve Bills

Ms. McGinnis would like to include a bill to Maverick fka Baca Weekly for election materials.

Trustee Brady made a motion and seconded by Trustee Howard to approve the bills as presented as well as the bill for Maverick, fka Baca Weekly.

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

Vote No:

ITEM 6 Airport – Task Order A Scope of Work

PSA between Town of Springfield and Armstrong Consultants to install a new AWOS at the airport.

Merna stated we have a grant through the Colorado Division of Aeronautics. In 2020 the grant is designated to purchase an AWOS system because our current AWOS is out of date. Flight for Life is reluctant to fly in.

Julie Thiessen, Armstrong Consultants, reported that the current AWOS is called a Super AWOS, does not meet current FAA standards, and is not a certified source weather data. It does not broadcast correctly, and has not for some time, so flight for life can't use it. Colorado Dept of Aeronautics has developed a grant where they pay 90% vs 10% town. Some of the Towns portion can be done with in-kind work, build and design of the new system. They set up the contract. This would help defray part of the cost, a great benefit to the community.

Trustee Cooper made a motion and seconded by Trustee Locke to install a new AWOS system.

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

Vote No:

Motion approved.

ITEM 7 Discuss opening the swimming pool – Opening day set for June 2nd

CDPHE still mandates that pools are closed. Todd Messenger explained the Safer-at-Home Order. We have no authority to defy the state health order. Mr. Messenger will stay abreast of the State Order and keep the town informed on this matter. Merna requested permission be granted to open the pool if and when the order is lifted. All agreed to open the pool for the town residents.

ITEM 8 Public Comment for Non-Agenda Items

22 participants in this meeting including the BOT and Todd's staff.

Bernie Alvarez – reported for the Planning and Zoning Board, that April 23, 2020 Ms. Merna McGinnis, Rebecca Schroeder, and I met for signatures on the Plat for Kirkwood Subdivision so it could be recorded at the Baca County Clerk and Recorder's Office.

Annette Deen – Would like to open the swimming pool using CDC guidelines. Mitzi Jett would like the town to keep the pool open later in the season. Katrina informed the board and guests about pool and safety concerns from the CDC.

Darrin Deen – when can the restaurants be opened 100%, and when some retail establishments can open.

Must we follow the rules that work in Denver? We can apply for variance for the restaurants and the pool.

Trustee Mike Cooper said we must follow the rules of the state as Todd Messenger, attorney outlined. Mayor Tyler Gibson thinks the county may be speaking to the state about a variance.

Todd commented on the numbers and how it compares to accidents in the country.

Holly Locke suggested we open the meeting with prayer.

Dianne Visage informed the Board that the pond at Memorial Park looks really bad and hopes the City is fixing it. The town is cleaning it up and doing maintenance on the pump.

Discussion on Restaurant – small businesses really need to open. – Annette WHO?

Starla Westphal – Red Cross is giving staff 120-day extension into August at the swimming pool.

ITEM 9 Appointment of Town Officers

Judge – Ms. Linda Gibson

Trustee Maltbie made a motion and seconded by Trustee Brady to appoint Ms. Linda Gibson as Municipal Court Judge.

Roll Call Yes: Mayor Gibson, McVey, Maltbie, Cooper, Locke, Howard, Brady

No – none

Motion carried.

Police Chief – Ms. Katrina Martin

Trustee Cooper made a motion and seconded by Trustee Howard to appoint Ms. Katrina Martin as Police Chief.

Roll call Yes: Brady, Howard, Locke, Cooper, Maltbie, McVey, Mayor Gibson

No - none

Motion carried.

Mayor Pro-Tem – Mr. Ervin Maltbie

Trustee Cooper made a motion and seconded by Trustee McVey to appoint Mr. Ervin Maltbie as Mayor Pro-Tem.

Roll Call Yes: McVey, Cooper, Locke, Howard, Brady, Mayor Gibson

No: Maltbie

Motion carried.

Town Attorney

We have two RFP's for Town Attorney: Fairfield and Woods PC and Steerman Law Offices.

The Board of Trustees decided to table appointing the attorney until they have meeting with Steerman Law Offices. They need a motion to continue.

Trustee Locke made a motion to continue and seconded by Trustee Brady to table appointing the attorney to next meeting.

Roll Call: Maltbie, Howard, Cooper, Brady, McVey, Locke, Mayor Gibson

Motion carried.

Clerk – Ms. Tammy Newman

Trustee McVey made a motion and seconded by Trustee Maltbie to appoint Ms. Tammy Newman as the Town Clerk.

Roll Call Yes: Mayor Gibson, Howard, Brady, Cooper, Locke, Maltbie, McVey

No: none

Motion carried.

Treasurer – Ms. Merna McGinnis

Trustee Cooper made a motion and seconded by Trustee Maltbie to appoint Ms. Merna McGinnis as Town Treasurer.

Roll Call: Maltbie, Locke, Cooper, Brady, Howard, McVey, Mayor Gibson

No: none

Motion carried.

Town Manager – Ms. Merna McGinnis

Trustee Brady made a motion and seconded by Trustee Howard to appoint Ms. Merna McGinnis as Town Manager.

Roll Call Yes: Mayor Gibson McVey, Maltbie, Cooper, Locke, Howard, Brady

No: none

Motion carried.

ITEM 10 Discussion regarding residing in RVs/campers (Ordinance #338 & #344)

Todd Messenger, Town Attorney, there are 2 cases that we won recently. We can write code to address temporary use for more than 48 – 72 hours (or your code time frame). The main concern is: Utilities (metered or not metered): electricity, water/wastewater connections; and must address sanitary concerns, fire, and security.

TABLED FOR TONIGHT.

ITEM 11 Restaurant owners discussing Creede Bar-B-Q selling their product during COVID19

Mayor Pro-Tem Maltbie will lead this discussion. Mayor Gibson has an interest in a restaurant in Town and recused himself. Janice Powell of Trails End, Jeri-Ann Montoya of Kirks Kitchen, and Ms. Tammy Newman, Town Clerk spoke about sales tax, fees, and COVID 19.

We thank the Hemp Farm for their generous donation to all the restaurants in town; and they paid for SECHD and clinic employees to eat out on them.

ITEM 12 General Business

Adopt MuniCode Ordinance No 347 was Tabled as we wait for completion by MUNICODE.

ITEM 13 Administrative Reports

Town Manager – Ms. McGinnis

Town Clean up days on May 20 and 21, 2020

Starting in Nov 2014 the board did a loyalty bonus of \$2000 annually for employees every 5 years on their anniversary. Two employees meet these criteria at 15 yr and 20 yr. Shall we continue this benefit for employees?

Trustee Maltbie made a motion and seconded by Trustee Brady to continue bonus program.

Roll Call Yes: Mayor Gibson, Locke, McVey, Maltbie, Howard, Cooper, Brady
No: none

Town Clerk – Ms. Tammy Newman

The town office is scheduled to open to the public on Monday, May 18, 2020.

The plexi glass installed across the counter arrives Tuesday. We will require Thermometer, mask, 1 person at a time, and hand sanitizer. We will delay opening until everything is installed and supplies are purchased.

Parks are open for walking, but remain closed to picnicking.

Town Attorney – Mr. Todd Messenger

Municode – zoning code needs comprehensive review – RV discussion, building permits, and road improvements are a problem in the code itself. Recent subdivision process and compliance with the rules costs a lot in comparison to property purchase. The State has energy impact assistance fund grants for planning and zoning efforts. A rezoning application can refund up to \$200,000. We use regulatory reform to make sense of some code. Aug 1 is the next opportunity to apply for the grant. Todd will send information to Merna.

Treasurer – Ms. Merna McGinnis

Sales tax was \$40,594, and anticipate the next month to be smaller.

Several utility bills still need to be paid. Many are still not asking for help.

Trustee Locke made a motion and seconded by Trustee McVey to authorize the resolutions for the bank signature cards changed for new board.

Roll call Yes: Maltbie, Howard, Cooper, Brady, McVey, Locke, Mayor Gibson

No: none

Police Department – Police Chief Martin

Chief Martin introduced Ms. Joan Day, Administrative Assistant, has completed several trainings and a driving critique in town. She will attend a webinar about police records later this month. Training is going well. She has entered a discovery and is updating the crime mapping board.

Officer Riley Cooper has become a certified hand gun and firearms instructor.

National Police Week Proclamation for Police Officers' Week May 10th – 16th, 2020.

ITEM 14 Mayor and Trustee Reports

Trustee Ted Locke and Trustee Mike Cooper will continue to be liaison for the landfill.

We had lots of cooperation from the Lamar landfill. The weigh scale would be most beneficial.

We've tried to fill the Electrical Superintendent position for 2 years, let's consider adjusting the qualifications.

ITEM 15 Adjournment

Trustee Maltbie made a motion and seconded by Trustee Cooper to adjourn at 9:16 pm.