

REGULAR MEETING

AUGUST 13, 2020

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

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

Guests: Cheryl Sanchez, Stephanie Gonzales, Rick Rigel, Jay Suhler

Guests from Lamar: Building Inspector Craig Brooks, City Administrator Steve Kil, Police Chief Kyle Miller, and Code Enforcement Officer Ken Davis

Phone Guests: Mitzi Jett, Holli Locke, Kent Brooks, and Kidryn Hicks

Item 1 Mayor Gibson called the meeting to order at 6:01 p.m.

Item 2 Roll Call

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

Item 3 Pledge of Allegiance

Item 4 Prayer – Ervin Maltbie

Item 5 Approve Minutes of the July 09, 2020 Board of Trustee’s Regular Meeting:

Trustee Locke made a motion to approve the July 9, 2020 minutes and seconded by Trustee Maltbie.

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

Vote No: none

Motion carried.

Item 6 Approve Bills

Trustee Cooper made a motion to approve the bills and seconded by Trustee Brady.

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

Vote No: none

Motion carried.

Item 7 Main Street Project & SECED

Ms. Cheryl Sanchez & Ms. Stephanie Gonzales were present to discuss the Main Street Project and SECED.

Ms. Sanchez is encouraged that Baca County Economic Development, Mayor Gibson and Trustee Christy Brady started the Main Street Program. We hope main street business owners will join in the discussion and be part of the steering committee. CDOT has grants to apply for to get started. She offered encouragement to get the Springfield Comprehensive Master Plan updated.

Ms. Stephanie Gonzales, Regional Economic Developer for 6 counties: Baca, Bent, Crowley, Kiowa, Otero, and Prowers, mentioned programs they have that offers assistance to businesses that employ low to moderate income persons, a Housing Rehab Program to assist homeowners with anything that is health and safety related and transportation infrastructure plans. They offer an enterprise zone. The Opportunity Zone is new to find investors that can contribute to a fund to help build rental housing. SPDC local agencies – offer Emergency Housing Assistance Program (EHAP) for COVID19 affected home owners to prevent evictions. Brochures were left to be available to residents.

Item 8 International Property Maintenance Code

Trustee Locke discussed the International Property Maintenance Code and the reason he asked for it to be on the agenda.

Tonight, Mr. Craig Brooks, Lamar’s Building Official, City Administrator Steve Kil, Chief of Police Kyle Miller, and Code Enforcement Officer Ken Davis are present to explain how the City of Lamar adopted this code in 2006 and is presently using

it. Mr. Brooks spoke about how they get the process started and the cooperative agreement between the city departments. He inspected every structure in the City of Lamar after their adoption of the code. Chief Kyle Miller discussed how they handle the junk vehicles, weeds, and house issues. City Administrator Steve Kil addressed how they handle buildings that need to be removed. The college trades program can do a portion of the project and the money will then be used to enhance their program. Each project takes time, so we attempt only a few projects per year.

The Board would like to have a workshop to discuss the International Property Maintenance Code.

Item 9 Arkansas River Power Authority (ARPA)

Mr. Rick Rigel, General Manager with ARPA provided the Board of Trustees with an update on current issues. Jay Suhler and Darwin Hansen are on the board. Rick encouraged the town to continue having town employees participate in the annual safety training. They budget \$2000 per year to cover lineman training costs for members. Springfield's wind turban pitch blade is down for maintenance work.

Item 10 Colorado Liquor Retail License – Renewal for Loves’s Travel Stops & Country Stores

Mayor Gibson presented the off-Premise Liquor license renewal for Love’s Travel Stops & Country Stores, Inc, dba Loves Country Store No. 37, 1100 Main Street, Amber Montgomery, Manager.

Mayor Gibson asked if the papers are in order and if the fees have been paid. Town Clerk Newman stated all papers are in order and the fees have been paid. Mayor Gibson asked the police chief if there have been any problems with this establishment.

Police Chief Martin stated there have been no problems with Love’s.

Trustee Cooper made a motion to approve the off-premise liquor license for Love’s Travel Stops & Country Stores, Inc. seconded by Trustee McVey,

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

Vote No: Howard

Motion carried.

Item 11 Appointment-Springfield Housing Authority, 5-year term, expiring July 31, 2025

Review application from Kirk D. Guder. Town Clerk Tammy Newman stated that Mr. Guder came in Town Hall and rescinded his letter of intent to serve on the Springfield Housing Authority Board.

Trustee Cooper made a motion to appoint Rick Deen to a 5-year term and seconded by Trustee Brady.

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

Vote No: none

Motion carried.

Item 12 Changing Bank for Payroll Accounts to Frontier Bank:

Town Manager McGinnis stated that we moved our payroll bank account to Frontier Bank because TBK was implementing a large monthly ACH origination fee. We already have an ACH origination fee at Frontier Bank for utility bills, so our payroll will be under that fee.

Item 13 CARES ACT FUNDS

Mayor Gibson presented the quote on the boardroom sound & video system which may be covered by the Cares Act Funds.

Trustee Brady made a motion and seconded by Trustee Cooper to approve the Boardroom sound & video system as presented.

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

Vote No: none

Motion carried.

Item 14 Insurance Bids

Town Manager McGinnis presented insurance bids to cover the hail damage to City Shop Roof & Memorial Park Gazebo Roof. We received \$5354 in insurance for the gazebo. Ms. McGinnis chose Malarkey, Windsor shingle for the Gazebo.

High Definition gave an original bid \$2992.50. But in the amended bid of \$4792.50, he included a \$1800 cost of labor discount as a donation to the Main Street Beautification Project. They can have the roofing completed by the end of September.

Trustee McVey made a motion to approve the bid from High Definition for the Memorial Park Gazebo roof and seconded by Trustee Howard.

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

Vote No: none

Motion carried.

The City Shop Building roof is a polyurethane flat roof. Mr. Mike Ingle, Water Department Supervisor, would like to upgrade to a tougher product. We received \$9379.00 in insurance for the city shop roof. AK Roofing is the only company that submitted

a bid. Mr. Ingle reached out to the person in Lamar that did the project the last time, but has not received a call back. This is tabled until more information and more bids can be obtained.

Item 15 Ordinance No. 347 – MUNICODE- Second Reading

AN ORDINANCE ADOPTING BY REFERENCE AND ENACTING A NEW MUNICIPAL CODE FOR THE TOWN OF SPRINGFIELD, COLORADO; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING FOR THE ADOPTION OF SECONDARY CODES BY REFERENCE; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

Trustee Locke made a motion and seconded by Trustee Cooper to approve Ordinance No. 347 MUNICODE.

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

Vote No: none

Motion carried.

Item 16 Ordinance No. 348 – ATV/UTV/Golf Cart-Second Reading

AN ORDINANCE REPEALING CHAPTER 8, ARTICLE III OF THE SPRINGFIELD MUNICIPAL CODE AND READOPTING CHAPTER 8, ARTICLE III CONCERNING USE OF MOTORIZED GOLF CARTS, ALL- TERRAIN VEHICLES AND UTILITY TERRAIN VEHICLES.

Trustee Brady made a motion and seconded by Trustee Howard to approve Ordinance No. 348 ATV/UTV/Golf Cart.

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

Vote No: none

Motion carried.

Item 17 Ordinance No. 349-Recreational Vehicle-Second Reading

AN ORDINANCE REPEALING AND REENACTING THE DEFINITION OF RECREATIONAL VEHICLE AS PROVIDED IN SECTION 16-4 OF THE SPRINGFIELD MUNICIPAL CODE AND ADDING AN ADDITIONAL PERMITTED USE PROVIDING FOR THE ISSUANCE OF TEMPORARY PERMITS TO ALLOW GUEST AND VISITORS TO PARK ON SINGLE HOUSE RESIDENTIAL PROPERTY UNDER SPECIFIC TERMS AND CONDITIONS

Trustee McVey made a motion and seconded by Trustee Maltbie to approve Ordinance No. 349 Recreational Vehicles.

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

Vote No: Trustee Locke

Motion carried.

Item 18 Public Comment for Non-Agenda Items

There was no public comment.

Item 19 General Business

Discussion Police Department K-9, Chief Martin. Chief Martin gave a power point presentation regarding the dog she is looking at as the K-9 unit. A policy is already in place. Chief Martin is a member of nationally accredited associations, ie: USPCA and the North American Police Work Dog Association may be used for training. A dog can be certified as long as it is owned by an officer. It is not required to be part of police department. There is an increasing number of police K9 teams across the country. They can promote and assist in prevention of crime. Chief Martin would build the “narcotics detection” and “article find certification” in this dog, and not apply for all of the available certifications. Special Equipment will need to be purchased. Chief Martin would own the dog, take full care in feeding, housing, and shots and have an annual \$1 lease agreement with the town for a service dog. A narcotic dog work life is 8 years.

Chief Martin is not asking to start a K9 program, this is informational and a project she is working on. Dollar, a silver lab, is 6 years old that has had a training life and no work life. She would be the owner, caretaker, trainer and the only handler. A working dog is classified as a piece of equipment under CIRSA, not an officer, and when on duty would be covered by the town insurance. This is an opportunity for a trial program in Springfield.

This topic is tabled for review of more resources.

Administrative Reports

Town Manager/Treasurer

Town Manager/Treasurer Ms. McGinnis stated that Margaret Dunham will start full time on September 1, 2020 when the new ordinances go into effect.

Shirley Parker asked for a letter from the town stating that the trailer park she owns on 6th Ave can no longer be used as a trailer park. Trustee Cooper confirmed that the utilities are set up as a trailer park: manifold gas, manifold electric, and manifold water. Attorney Steerman will investigate compliance with the current zoning and possible variance. State statute must be followed.

Ms. McGinnis stated that Governor Polis extended the Executive Order providing relief to utility customers affected by COVID19 for another 30 days. This order prohibits reconnection charges and the accrual of late fees.

Ms. McGinnis stated the Board of Adjustment is going to have their meeting on the fourth Tuesday of the month. Applications will need to be in by the fifth of the month.

The CML District 6 meeting is December 16, 2020 in La Junta at 4pm. Social hour and dinner. Registration is required. Let Ms. McGinnis know if you would like to attend.

Plexi-glass was installed at the front counter.

The accident last weekend on Main Street damaged two street lights and a flower pot. The cost to repair and the labor of town staff was approximately \$3000. New poles will be \$980 each.

Sales tax received in July was \$47,836.

Trustee Howard asked Attorney Don Steerman about the timeliness of work being submitted to Springfield Staff and asked for a more rapid response. Attorney Don Steerman responded that some of the letters have been completed and will be easy to amend for different situations. Attorney Steerman would like to create a limited access agreement to give people the option to clean up, but if they can't afford it, it gives the town a provision to move forward. We can clean up the property, create a payment plan with them, and if they don't pay it becomes a lien on their property. It accomplishes the same thing as going to district court, just a different process. Attorney Steerman and the town will discover how involved they want the attorney to be in their activities, and that relationship will help determine the response time. This is great feedback and he will supply the town with a summary of the past month if requested.

Town Clerk

Ms. Tammy Newman, Town Clerk reported that the canvass of the August 4, 2020 Special Election was completed Thursday morning and the official result was votes yes 34 and no 491. Springfield has 978 active registered voters. Mail in voting was considerably costly at about \$5000, but we did get a better response than for the municipal election in April 2020. We had no in-person voting. The process was easier for the election judges, even using the computer to verifying the signatures.

The Variance Board needed an interpreter, so the town has a new service with Language Line who charge as we use the program.

Town Attorney

Mr. Steerman, Town Attorney, will see how long property liens remain active after they are placed on the tax roll.

Police Department

Discussion was held regarding the police report.

The body cameras were ordered and Chief Martin is wearing hers this evening to show the board. They are becoming familiar with the equipment and have training set up on the August 26, 2020 with AXON. Additional equipment is coming for the Tasers cartridges. In July they were awarded a \$3022 grant for training and equipment.

Police Chief Martin and Officer Gonzales were awarded a grant to cover training on September 23-25, 2020, Public Safety Leadership Development Course thru the Daniels College of Business. Then session 2 is October 15 at the University of Denver or online. Session 3 is November 4 at the University of Denver or online.

Item 21 Mayor and Trustee Reports

Item 22 Adjournment

Trustee Cooper made a motion and second by Trustee Maltbie to adjourn at 9:24 pm. Motion carried.