



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
DECEMBER 4<sup>th</sup>, 2008**

**MEETING CALLED TO ORDER:** Mayor Sherilyn West called the meeting to order at 7:37 P.M. following the Public Hearing for Spruce Mountain Development subdivision.

**ROLL CALL:**

<b>PRESENT</b>	<b>ABSENT</b>	<b>NON-VOTING</b>
Kristin Cutbirth	Town Attorney-Scotty Krob	Town Clerk/Manager-
Eve Curry-Harbison		Matt Krimmer
Lana Wagner		
Sheryl Jones		
Joe Jeske		
Mayor Pro-tem Steve Smith		
Mayor Sherilyn West		

**PLEDGE OF ALLEGIANCE:** Recited at start of preceding Public Hearing.

**UNSCHEDULED PUBLIC APPEARANCES:** None.

**SCHEDULED PUBLIC APPEARANCES:** None.

**OTHER ATTENDEES:** Gary Abel, Mike Belsky, Shannon Buss, Laura Kroncik

**APPROVE MINUTES:** November 20, 2008 Council Minutes not ready for approval.

**BILLS TO PAY:** None.

**ADVISORY BOARD REPORTS:**

**Parks & Recreation Board** – Minutes of the December 1, 2008 meeting are attached. Lana Wagner reported that all aspects of the tree lighting planning are well in hand and the Board is looking forward to a successful event. Gary Abel asked for volunteers to assist in set up at Fischers on Friday, December 5 between 12-5 P.M. A discrepancy regarding the Town website name was noted on the fliers and banners. Matt Krimmer will check with the Towns webmaster and resolve.

**Water & Sewer Board** – No meeting held.

**Planning Commission (PC)** – No meeting held.

**CONTINUING BUSINESS:**

- **Budget** – Mayor West presented the 2009 Budget along with Resolution 08-19 for approval. Kristin Cutbirth noted numerous discrepancies in the budget numbers on the worksheet and the spreadsheet from which the figures were derived. Mayor West was unable to explain the differences since the numbers were taken from the computer file set up by the Town Accountant. After some discussion it was agreed to hold a special meeting of the Council on December 11, 2008 to allow time to confer with the Town Accountant and resolve the discrepancies.

**A motion to hold a special Town Council meeting on December 11, 2008 at 6 P.M. to review a corrected budget and pass a resolution to approve a 2009 budget was made by Sheryl Jones and seconded by Lana Wagner. A roll call vote was taken. Six (6) in favor, zero (0) against, one (1) abstained(Steve Smith); motion carried.**

**Job Descriptions** – Eve Curry-Harbison presented Council with draft job descriptions for a Town Manager, Town Clerk, and Town Clerk/Manager (hybrid) and requested Council members review and provide feedback comments to her by Wednesday, December 10, 2008. Eve will meet with Mayor West and Matt Krimmer on Thursday, December 11, 2008 to review comments and make appropriate changes to the draft job descriptions.

- **Resolution 08-14 Advertising on Town Property** – Mayor West presented the draft resolution to Council. A short discussion noting some minor typographical errors followed.

**A motion to approve Resolution 08-14 outlining conditions which the Town will allow advertising on Town property was made by Eve Curry-Harbison and seconded by Sheryl Jones. A roll call vote was taken. Six (6) in favor, one (1) against (Kristin Cutbirth); motion carried.**

- **January Calendar reminder** – Mayor West reminded Council that due to the first regular Council meeting date of 2009 falling on January 1, New Years Day, the Council meetings for the month will be held on the second, January 8, and fourth, January 22, Thursday instead of the first and third.

**NEW BUSINESS:**

- **Right of Way (ROW) Permit for Black Hills Energy** – Black Hills Energy Corporation submitted an application to extend their gas main line on the east side of Spruce Mountain Road 140 feet North to provide service to the OSI property.

**A motion was made by Lana Wagner and seconded by Sheryl Jones to approve the ROW application submitted by Black Hills Energy Corporation to extend their gas main 140 feet north along the east side easement on Spruce Mountain Road o the OSI property. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**MANAGER’S REPORT:** None.

**MAYOR’S CONCERNS:** None.

**COUNCIL CONCERNS:** Eve Curry-Harbison mentioned an article on page 18 in the December issue of the Perry Park Sentinel written by Walt Korinke stated in a report from the Douglas County Sheriff's department that a full time officer has been dedicated to the Larkspur area. Eve is asking the Town to verify this report and get more information.

Lana Wagner asked about electronic copies of Ordinances and Resolutions and was informed that the Town has very few. A question regarding scanning capability in the Town Hall to expedite converting hard copies to electronic copies was raised and it was requested the Town investigate scanning options. It was also requested that the Council members be provided with Ordinance and Resolution indexes for reference.

**ADJOURN:**

**Mayor West called for a motion to adjourn the regular Council meeting. Lana Wagner made a motion which was seconded by Sheryl Jones, to adjourn the meeting.**

**The meeting was adjourned with unanimous voice vote at 9:50 P.M. by Mayor West.**

Respectfully submitted,  
Matt Krimmer  
Town Clerk/Manager