



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
NOVEMBER 20<sup>th</sup>, 2008**

**MEETING CALLED TO ORDER:** Mayor Sherilyn West called the meeting to order at 7:40 P.M.

**ROLL CALL:**

<b>PRESENT</b>	<b>ABSENT</b>	<b>NON-VOTING</b>
Kristin Cutbirth		Town Attorney-Scotty Krob
Eve Curry-Harbison		Town Clerk/Manager-
Lana Wagner		Matt Krimmer
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

**APPROVE MINUTES:** Council reviewed minutes of the November 5<sup>th</sup>, 2008 regular council meeting. Eve Curry-Harbison requested one correction and one addition prior to the meeting which was accomplished and circulated to Council. **A motion to approve the November 5<sup>th</sup>, 2008 regular council meeting minutes with the corrections was made by Eve Curry-Harbison and seconded by Sheryl Jones. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**BILLS TO PAY:** Council reviewed financial statements and bills to be paid totaling \$154,168.09. Mayor West presented a bill for \$1000 from the Rocky Mountain News for the public notice pertaining to the Public Hearing for the campground annexation which was not included in the financial totals due to late receipt. This changed the total bills to be paid to \$155,168.09. Questions and a discussion followed concerning mileage charges for Sharon Roman. A discussion also started regarding the hours being charged and not charged by the Town Clerk/Manager and evolved into understanding of the duties and responsibilities of the position. Matt was directed to charge for all hours actually worked and not donate time. He was also directed to try keeping total hours worked to no more than 35 hours per week.

**Kristin Cutbirth made a motion to approved bills totaling \$155,168.09. Lana Wagner seconded the motion. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**ADVISORY BOARD REPORTS:**

**EDAB** – Matt Krimmer presented a letter of resignation from the EDAB chair, Dave Gardner, with the recommendation that the Board be allowed to chose a replacement and/or discuss continuation of Board activities. A discussion followed.

**Kristin Cutbirth made a motion to immediately disband EDAB and utilize the Larkspur Chamber of Commerce in promoting economic development for the Town. The motion was seconded by Eve Curry-Harbison for discussion purposes only.** A discussion concerning the pros and cons of keeping an EDAB in place followed. Comments from the public were in favor of its continuance. **A roll call vote was called by Mayor West. One (1) in favor, six (6) against; motion failed.**

**Eve Curry-Harbison made a motion to retain EDAB in an inactive status, immediately join the Larkspur Chamber of Commerce, and appoint a Council liaison to attend all the Chamber meetings. The motion was seconded by Sheryl Jones.** Scotty Krob informed Council that if three or more council members attended a Chamber meeting or event that it needed to be posted 48 hours in advance. Following additional discussion it was agreed that Steve Smith would be the primary Council representative to the Chamber and Eve Curry-Harbison would be the alternate representative, and that all Chamber events and meetings would be posted by the Town Clerk in advance. **A roll call vote was taken. Six (6) in favor, one (1) against (Kristin Cutbirth); motion carried.**

**Parks & Recreation Board** – No minutes were received.

Mayor West informed Council that CIRSA insurance will cover the Town for the tree lighting event at Fischers and the Park and includes the hayride to and from the Park.

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

**Planning Commission (PC)** – Minutes of the November 10<sup>th</sup>, 2008 Public Hearing for Spruce Mountain Development (SMD) subdivision and regular Commission meeting are attached. The Commission recommended approval of the SMD subdivision with conditions that a general warranty deed be finalized before final Council approval, a decision regarding who supplies water and sewer is made, and all land dedications be identified and completed. The Council Public Hearing for this subdivision is scheduled for December 4, 2008.

**SEMOCOR MONTHLY REPORT:** All systems are operating satisfactorily and no issues or problems have surfaced in the last two weeks.

Mayor West presented Council with SEMOCOR contract renewals for 2009 maintenance services which is the same as this year for \$1100 per month plus 20 gallons of gas per month and for the water and sewer services which is also the same except for a \$50 per month each increase for water and sewer, or a total of \$100 per month. Scotty Krob pointed out two corrections to the Water Management and Operations contract. Delete cc

address to Mayor on page 10 and delete paragraph 6.18 regarding compliance with discharge permit on page 11. Mayor West also pointed out a correction on page 8 paragraph 5.1(B) regarding general aggregate insurance amount of coverage should be \$2,000,000 instead of \$1,000,000.

**A motion to approve the 2009 SEMOCOR contract for Water Management and Operations with corrections and the 2009 SEMOCOR contract for Town maintenance services was made by Lana Wagner and seconded by Sheryl Jones. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**NEWSLETTER:** The newsletter content was reviewed and corrections made.

#### **CONTINUING BUSINESS:**

- **Speed Control Signs** – No action. Matt Krimmer will coordinate date with Council member Joe Jeske to visit showroom for a demo.
- **Resolution 08-14 Advertising on Town Property** – Mayor West recommended tabling this resolution until the next Council meeting which was unanimously agreed to by Council.
- **Resolution 08-16 Sheriff IGA** – Presented by Mayor for approval.

**A motion to approve Resolution 08-16 approving an intergovernmental agreement between the Town of Larkspur and Douglas County for Law Enforcement and Animal Control Services for 2009 was made by Sheryl Jones and seconded by Eve Curry-Harbrison. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

- **Sewer manhole postings** – Mayor West requested approval for SEMOCOR to install manhole and sewer and water utility box marking posts throughout the Town for \$945.

**Sheryl Jones made a motion which was seconded by Steve Smith to approve SEMOCOR to install manhole and sewer and water utility box marking posts throughout the Town at a cost of \$945 beginning the installation in fall of 2008 to be completed no later than early spring 2009. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

#### **NEW BUSINESS:**

- **Resolution 08-17 Mill Levy** – Mayor West presented resolution 08-17 levying a tax of 10.05 mills for 2009 for approval. The mill levy remains the same as the current mill levy for 2008.

**A motion was made by Steve Smith and seconded by Sheryl Jones to approve Resolution 08-17 levying a tax of 10.05 mills for 2009 and certifying said mill levy to the Douglas County Board of County Commissioners. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

- **CDOT Meeting Report** – Mayor West informed Council of meeting with CDOT regarding I-25 rest stops. CDOT is considering closing down both North and South bound rest stops due to expenses in maintaining them and was seeking the Towns input regarding such an action. Impact to the Town would be freeing up sewage capacity going into the Towns sewer plant. Questions were asked and

answers given during brief discussion. Scotty Krob asked the Town to check on status of wells serving the site.

**MANAGER'S REPORT:**

- **SM Road resurfacing report** – Water utility cover which was paved over has been found and uncovered. LaFarge bill has been received and came in at \$3446.25 under the original bid due to less concrete and aggregate base required.
- **Chamber of Commerce report** – Previously discussed during EDAB motion.
- **Propane gas for maintenance yard** – Amerigas is charging Town \$3.38/gallon; Spring Valley charges \$1.69/gallon. Town should research alternatives to save money and check on possible extension of natural gas line to east side of RR tracks.
- **Bear View annexation request for Deposit reduction** – Jack Reutzel, attorney for Ian Steyn, requested consideration of \$20,000 deposit reduction to \$5000 since a reimbursement agreement could be placed in effect which would require monthly payments to the Town as billed for expenses associated with annexation actions. After some discussion it was concluded that the \$20,000 should be paid.

**MAYOR'S CONCERNS:** Mayor West presented Resolution 08-18 to transfer monies from the General Fund to other accounts.

**A motion was made by Lana Wagner to approve Resolution 08-18 transferring funds from the General Fund to the Water, Sewer, Parks & Recreation, and Road and Bridge Funds for the 2008 Budget Year. The motion was seconded by Joe Jeske. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**COUNCIL CONCERNS:** Sheryl Jones informed Council of a water conservation effort for households underway by Western Institute. The group will be contacting municipalities to disseminate information primarily for lower and middle income families.

Lana Wagner proposed that items brought before Council have time limitations to control the extended conversations and reduce the length of meetings.

**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 9:45 P.M. by Mayor West.**

Respectfully submitted,  
Matt Krimmer  
Town Clerk/Manager