



**TOWN OF LARKSPUR
MINUTES OF THE
SPECIAL COUNCIL MEETING
APRIL 28th, 2008**

MEETING CALLED TO ORDER: Mayor Sherilyn West called the meeting to order at 6:00 P.M.

ROLL CALL:

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

UNSCHEDULED PUBLIC APPEARANCES: None.

OTHER ATTENDEES: Marvin Cardenas, Shannon Buss, Gary Abel, Lester Burch

NEW BUSINESS:

- **Town Maintenance and Support Requirements** – Mayor West informed the Council that Mike Burhenn, Town maintenance man, had submitted his resignation effective May 9th, 2008. This Special Council meeting was called to address how the Town should proceed to address the Town’s Maintenance and Support requirements. Matt Krimmer presented Council with the following list of maintenance support and project requirements:
 1. Major mowing (park, roadways, ditches, etc.)
 2. Minor mowing and trimming (town hall, fence lines, etc.)
 3. Water and Sewer operation and maintenance (includes meter reading, mowing around ponds, fence lines at wells and ponds, daily pond monitoring, meter pits, etc.)
 4. Roadways (pothole repair, grading, clear ditches, snow removal and sanding, shoulder maintenance, etc.)
 5. Vehicle and equipment maintenance and repair
 6. Dump maintenance
 7. Park maintenance (includes trash removal, cleaning Port-O-Potties, ball field grooming, playground equipment, watering trees and shrubs, etc.)
 8. Town Hall maintenance and cleaning
 9. Weed control along roadways and in park

10. General handyman support such as electrical, plumbing, painting, and carpentry work as required

Following discussion of each activity Council recommended proceeding as follows:

- a. Check on combining items 1, 2, and 9 under one contract with A&A mowing.
- b. Use SEMOCOR for item 3.
- c. Check with County and DC Asphalt for item 4.
- d. Item 5 as needed since vehicles will be unused. Consider Charlie Curtis or Eric Waggle for this work.
- e. Combine items 6, 7, and 10 and advertise for contractor who is insured and bonded. May only be required two or three days per week.
- f. Item 8 required monthly. Hire cleaning company that is bonded and insured.

Items to be contracted require background checks, insurance, and licensing/bonding as appropriate.

Eve Curry-Harbison suggested trying contracts for three months at a time. Evaluations of performance will determine longer term contracts. Mayor West would prefer contract pricing as opposed to hourly rates.

The Town Clerk/Manager will prepare ad for newspapers and pursue support from Douglas County on roads. A meeting will be set up with SEMOCOR to discuss their ability and willingness to increase the scope of their contract.

A discussion about Community Service workers concluded that the Town could no longer support providing community service hours since supervision was not possible. **A motion was made by Kristin Cutbirth and seconded by Eve Curry-Harbison to terminate community service agreements. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

The Town Clerk/Manager will contact the appropriate agency to remove Larkspur from the list of places offering community service hours.

ADJOURN:

A motion to adjourn the Special Council meeting was made by Sheryl Jones and seconded by Lana Wagner. The meeting was adjourned with unanimous voice vote at 8:30 PM by Mayor West.

Respectfully submitted,

Matt Krimmer
Town Clerk/Manager