



**TOWN OF LARKSPUR
REGULAR COUNCIL MEETING
SUMMARY MINUTES
February 7, 2019
6 PM
Larkspur Town Hall**

MEETING CALLED TO ORDER by Mayor Pro-tem Jeremiah Holmes at 6 p.m.

PRESENT	ABSENT	NON-VOTING
Tabitha Parks		Town Attorney- Scotty Krob
Paul Bowers		Town Clerk – Sharon Roman
Heather Sanchez		Town Manager – Matt
Isaac Levy		Krimmer
Jennell Waggle		
Mayor Pro-tem Jeremiah Holmes	Mayor Gerry Been	

TOWN STAFF PRESENT: Arlen Goertzen, Michelle Wagner, Christina Wagner, Linda Black, Susan Kerry, Sherilyn West, Tony Roman, Dorothy Hise, Bill Kramer, Barbara Allen, Paul Grant (SEMOCOR)

PUBLIC ATTENDEES: Gary Abel, Barbara Sheldon, Lisa Bowers, Ruth Ann Arfsten, Brian Cook, Steve Gonzales, Marvin Cardenas, Larry Allen, Bill Teague, Vickie Harris, Lynn Pfaff, Bill and Debbie Fischer,

PLEDGE OF ALLEGIANCE: Recited

SCHEDULED PUBLIC APPEARANCES:

- **Janet Been (for Gerry Been):** Presented a history of the Been family here in Larkspur followed by a resignation letter on behalf of Gerry Been from the Mayor position effective February 6, 2019. The Town Council accepted the resignation letter and a round of applause was heard throughout the Council and attendees.
- **Barbara Sheldon:** Expressed her appreciation to Barbara Allen for all her work on providing information to the Water/Sewer Board.
- **Bonnie Schwam, V.P. Larkspur Area Chamber of Commerce:** Shared her support in favor of allowing the Larkspur Business Owner’s the ability to vote in Town’s elections.

ACCOUNTING:

- **Michelle Wagner** presented the 2018 Preliminary Budget/YE Financials and added that this was her last presentation to the Council as she will be leaving on 2/28/19.

- **MOTION:** Motion made by Jeremiah Holmes and seconded by Isaac Levy to go into executive session. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.

Mayor Pro-tem declined the appointment to Mayor due to the resignation earlier in the evening by Gerry Been.

- **MOTION:** Motion made by Jennell and seconded by Heather Sanchez to set special election for April 2nd to elect a Mayor with a term to expire on April 2020. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

UNSCHEDULED PUBLIC APPEARANCES: None

ACCOUNTING: Michelle presented Resolution 19-01

- **MOTION:** Motion made by Jeremiah Holmes and seconded by Heather Sanchez to approve Resolution 19-01 A RESOLUTION TO AUTHORIZE THE PURCHASE, INSTALLATION, AND MAINTENANCE. OF NEW TELEPHONE SYSTEM FOR TOWN HALL AND ANNEX ADMINISTRATIVE OFFICE, not to exceed \$9,000. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

UNSCHEDULED PUBLIC APPEARANCES:

- **Matt Krimmer wanted to let the Council know that Town Staff continues to work professionally even with the many interruptions.**

COMMISSION AND BOARD REPORTS:

- **Planning Commission (PC)** – Marvin Cardenas, Chair, informed the Council that they are almost to the end of the Master Plan. Their meeting next meeting will be Monday February 11, 2019 at 5:00pm
- **Water and Sewer Board (W&S)** – Trish Bernhardt, Chair confirmed with the Council that Barbara has provided continued valuable information and asked council if they would allow the Town Engineers to attend future meetings. Their next meeting will be on February 12, 2019 at 6:00pm
- **MOTION:** A motion was made by Jennell Waggle and seconded by Tabitha Parks to allow the Town Engineers to come and attend the Water and Sewer Board Meetings not to exceed \$2,000 and approved the purchase of binders and tabs for the Board. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.
- **Parks and Recreation Board (P&R)** – Bill Kramer informed the Council that Ralph Marsh, Chair of the Board has stepped down and Bill is searching for a replacement. Bill also asked Matt if the Town could recognize Ralph's contribution to the Town and Matt agreed. Bill asked to be able to leave up the

sample banners for another two weeks to give people more time to evaluate them. The Summer 2019 music in the Park bands are already lined up. Their next meeting will be Tuesday February 12, 2019 at 4:30pm

MINUTES:

A motion was made by Jeremiah Holmes and seconded by Heather Sanchez to accept the minutes with corrections on Jennell's last name from the January 17, 2019 Regular Council Meeting and the minutes from the Public Hearing for Ape Rock Spirits, LLC Retail Liquor License January 17, 2017. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.

CONSTRUCTION & DEVELOPMENT PROJECTS REPORTS: Matt Krimmer presented Planning and Building Department reports and status summaries of the development projects:

- **Construction & Development Projects** – No changes
 - ✓ **Jellystone at Larkspur**
 - ✓ Negotiations are continuing for an updated financial commitment from Sun supporting a new or upgraded waste water treatment plant (WWTP).
Dumler Travel Center – no new information is available
 - ✓ **Moltz Constructors** – Building construction continues - no new information is available
- **Building Department** – No new permits issued
 - Problems with CRF Office (compliance issues)
 - Ed Ward – contacted Sharon and is open to investigation of the repairs made to his shed (less than 200 sq. ft.)
 - Charrito's – compliance issues, not built to plans, redesign by engineer not done, roofing material not approved, doors, signage, etc.

TOWN PROJECTS: Matt provided a status summary:

- **Water Treatment Plant (WTP)**
 - WTP building is up, working on interior and moving along. Malfunction on 12" check valve, appears to be an engineering problem.
- **Wastewater Treatment Plant (WWTP) - None**

CONTINUING BUSINESS:

- **Strategic Planning**

NEW BUSINESS:

- **Linda Black presented First Amendment to the Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Resources Assistance**

A motion was made by Jeremiah Holmes and seconded by Heather to accept the First Amendment to the Intergovernmental Agreement for disaster-Emergency Mutual Aid and Disaster-Emergency Resources Assistance. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

- Law Enforcement calls for service report/responses incident report show 10% increase.
- Council Email addresses:

A motion was made by Isaac Levy and seconded by Tabitha Parks to approve the emails for Council Members at the least expensive option. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

- LES PTO Boot Scootin' Boogie Donation request:

A motion was made by Isaac Levy and seconded by Paul Bowers to approve \$400 donation to LES PTO for Boot Scootin' Boogie. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

LEGAL UPDATES:

- Define who can vote (Businesses & Property Owners)
- Length of residency/ownership
- Define businesses owners not property owner?
- Physical Town of Larkspur location year round
- 51% Ownership
- Town Manager and Clerk will write up
- Piggyback election w/Mayoral election
- Gilad Shwatra will organize the business owners

MAYOR UPDATES:

- Martin Luther King Day January 21, 2019, Town Hall Closed

COUNCIL COMMENTS:

- Jennell Waggle:
She would like to have a plaque, tree or bench for Gerry Been.

A motion was made by Jennell Waggle and seconded by Paul Bowers to purchase and present a plaque for Gerry Been. A roll call vote was taken Six (0) in favor, zero (0) against; motion carried.

- Tabitha Parks:
Asked about background investigations.
- Isaac Levy:
Wants to have Council workshops (1) without Staff and (1) with Staff.
Requested a letter to be sent to Richard Cargill removing him from Town Board.

A motion was made by Isaac and seconded by Tabitha Parks to delegate Sharon Roman to send a Certified/Return Request letter to Richard Cargill to inform him he has been removed from the Water and Sewer Board effective 2/7/19. A roll call vote was taken Six (6) in favor, zero (0) against: motion carried.

- **Isaac Levy (continued)**
Shredder coming to Town Hall for what?
1st and 4th Friday every month Isaac will be here at Town Hall 6 – 7:00pm to meet with residents, staff, etc.
What has happened regarding the fingerprints found on casings from shooting of Town Sign? Nothing yet...
- **Paul Bowers: asking if Gerry could keep his laptop and cell phone at least for the rest of his elected term.**

A motion made by Paul Bower and seconded by Jeremiah Holmes to allow Gerry Been to retain possession of the laptop and cell phone he had while the Mayor. A roll call vote was taken Six (6) in favor, zero (0) against; motion carried.

- **Jeremiah commented on Dog waste @ Park – maybe make it a dog-free park.**

A motion was made to send a letter to Landscaping company on OSI property to remove 30 yd. dumpster – unanimous vote.

MAYOR’S COMMENTS: None

A motion was made to adjourn the council meeting by Jeremiah Holmes and seconded by Isaac Levy at the end of executive session. Motion carried by unanimous vote.

MEETING ADJOURNED at 8:50 p.m.

**Respectfully submitted,
Sharon Roman
Town Clerk**

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate record of the meeting is the MP3 file recording maintained in the office of the Town Clerk.