



## REGULAR COUNCIL MEETING

Town Hall  
8720 Spruce Mountain Road  
Larkspur, Colorado 80118  
July 22, 2021  
6:00 PM  
**MINUTES**

*Pursuant to the emergency declaration all Town Council members, including the Mayor, and Town Clerk shall be attending the meeting by Zoom Meeting or telephone and members of the public shall have the ability to attend and monitor the meeting by Zoom Meeting or telephone as well.*

**Sean Hogan / Town Clerk is inviting you to a scheduled Zoom meeting.**

Topic: Regular Town Council Zoom Meeting

Time: Jul 22, 2021, 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85290012027>

Meeting ID: 852 9001 2027

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Meeting ID: 852 9001 2027

Find your local number: <https://us02web.zoom.us/u/klSPQTWqQ>

**MEETING CALLED TO ORDER/ROLL CALL: The meeting was called to order at 6:00 pm and all members were present.**

	<u>PRESENT</u>	<u>ABSENT</u>
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Mayor Isaac Levy	X	
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Mayor Pro-tem Sandy McKeown	X	
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Sherilyn West	X	
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Paul Bowers	X	
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- I. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by all present councilmembers.
- II. MOTION TO APPROVE AGENDA:** Councilmember Sherilyn West made a motion to approve the Agenda for the Regular Council Meeting of July 22, 2021, seconded by Councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.

**Posted: 8-04-2021 SBH**

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### III. MOTION TO APPROVE MINUTES:

- Corrected Meeting Minutes from June 17, 2021, Regular Meeting Draft: Councilmember Sandy McKeown made a motion to approve the corrected minutes from the July 17, 2021, Council Meeting, seconded by Councilmember Sherilyn West. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.
- Regular Council Meeting Minutes from July 8, 2021. Councilmember Sandy McKeown made a motion to approve the July 8, 2021, Council Meeting Minutes, seconded by councilmember Paul Bowers. Discussion: The copy in the packet referred to July 8, 2018, minutes. It was corrected immediately to read 2021. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed, Motion Carried.
- Personnel Workshop meeting minutes of July 8, 2021. Councilmember Paul Bowers made a motion to approve the Workshop minutes, seconded by Councilmember Sandy McKeown. Discussion: The Council wanted to know if there was money in the budget for proposed positions and Donnelle said there were sufficient funds. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.

### IV. SCHEDULED PUBLIC APPEARANCES:

- No Scheduled Public Appearances

### V. ACCOUNTING:

- Finance Update: Donnelle Johnson gave a financial update : There is \$4200 available for salaries due to Reed reducing his hours and Donnelle reducing her pay. If we hire the new accounting person there will still be \$1800 left, so we are within budget if we hire a new person. Councilmember Sandy McKeown had questions about Reed's position and if it would be 2 days per week. Sean explained why he wants the office manned at all times with more than one person. A motion was made by Councilmember Sherilyn West to offer Kenneth Meisinger the accounting position at \$20.00 per hour for 31 hours a week, seconded by Councilmember Sandy McKeown. No further discussion. In a roll call vote, Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.

### VI. COMMISSION AND BOARD REPORTS:

- PLANNING COMMISSION: We will discuss the cell phone towers later. Dan Krob needs some clarification so we will discuss it at the next meeting.
- WATER & SEWER BOARD: Will Parker submitted a list of work and parts needed for the Town's water and wastewater plants.
- PARK & RECREATION BOARD: There was no meeting this month. Bill Fischer wants to go ahead with his concession stand but he wants to wait until after baseball season is over. Anita Wilkinson resigned from the Board, so we need to find a replacement. Kat White would like to do a workshop after the election to figure out what needs to be done in the park.

### VII. CONTINUING BUSINESS:

- SPEED BUMPS: James Stockstill talked about a refund, and the vendor agreed to give us one with no additional cost. It was decided to wait until we have a full Council to vote on the matter. There is only one company that does grooving of pavement, and it is more expensive, but it is permanent. James also stated all the crossings need to be redone and he got bids from \$3,000 to \$4,000 based on providing a year warranty. He can provide more solid numbers if the Council wants it.
- Repairs to Town Hall: We have two bids for structural repairs and because of the disparity between bids the Mayor would like a third bid. Councilmember Sandy McKeown asked about

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insurance coverage. It was decided to get more adequate bids.

- Election commission: Bill Holmes and Steve Gonzales were the previous judges, but we have two completed applications for new Election Judges. The new applications are from Henry Hunt and Patricia Burch. **Motion was made by Councilmember Sherilyn West accept the new applicants for a two-year term for the next two elections, seconded by Councilmember Sandy McKeown.**

**Discussion:** Councilmember Paul Bowers wanted to know why we were not using the previous judges and was satisfied with the explanation. **In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

- Larry Armbruster Asphalt Repairs (Bids): Repairs to Town Streets & Armbruster Property: We got two quotes (which Sean put on the screen). The quotes include charges for a private citizen and for the Town roads (the equipment would only have to be mobilized once) and there would be a savings if we got all the work accomplished at once. If we do both at the same time, we get a discount. The first bid was from Larry, the second from Stipes and Seal, which James recommended. They said the reason for the problem is when the patch was done it did not adhere and seal right. We would also use their equipment to do the Town roads. If we don't act immediately, the cost of asphalt is going to skyrocket. The wildfires have increased the price of asphalt and if we wait it will be costly. James said the main streets in town need attention before winter. The warranty on previous work done has expired. Council decided they want a third bid before proceeding.

#### VIII. NEW BUSINESS:

- Park & Recreation Board Vacancy: We received two applications for the position vacated by Bill Kramer. Kat White is willing to do both jobs but is willing to defer to a more experienced person if the Council decides to do so. Kat is willing to work 15 to 20 hours a week. **A motion was made by Councilmember Paul Bowers to hire Kat White as Park and Recreation Coordinator for \$15.00 per hour for 15 hours a week, seconded by Councilmember Sherilyn West. No further discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- Consider the Ordinance for Zoning Uses By Right: The Council reviewed Ordinance 2021-06, for items changed from 'use by right' to 'special review required' and Dan Krob removed 'by special review' language in Section 16-7-60, he also crossed out fire station in Section 7. He will make changes to the Ordinance and give it to Sean to finalize for review at the next meeting.

#### IX. LEGAL UPDATES:

- Jellystone Agreement Update: Dan Krob corresponded numerous times with Eric at Jellystone concerning what Jellystone will give to the Town residents. Eric said fees to residents to use amenities were the same as if they were campers. There was a list of amenities in the Council packet and basically everything that is free to campers is free to residents. Anything that campers are charged, the town residents will only pay 50 percent.
- Mayors' salary was also discussed, and Dan Krob stated he found no decision of how many hours the Mayor must work.

#### X. MAYORS REPORT:

- DRCOG Sidewalk Grants: Mayor said the \$400,000 grant could not be used until 2023. Councilmember Sandy McKeown thought it would be available Fall of 2022. Mayor will check and report back at next meeting.
- Front Range Trail Project: Mayor, Town Clerk and Park personnel walked the trail and talked with Archer who recommended a topographic survey which will cost \$1500. There will be additional charges for property assessments and easements which will bring the

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grand total to \$4250. The Mayor and James Stockstill, both said it would be money well spent. Dan Krob offered to dig up what he has in his files, and we can talk about what he finds at our next meeting.

**XI. COUNCIL COMMENTS:**

- Sign Code: Councilmember Sandy McKeown brought up the sign code since the liquor store owner has posted signs on his property. Dan Krob said we cannot monitor the language, only the size and location otherwise we infringe on their freedom of speech.
- Plum Creek Bridge: The bridge came up and the signage on the bridge was questionable. There are large trucks going across the bridge who probably exceed the weight limit. James said the load limit was based on a moving load vs a stationary load. Mayor will look into it and report back to Council.
- Councilmember Sandy McKeown is concerned about the lights from the Campground when traversing I-25. It was agreed that are overly bright. We will look at the lighting code to see if it is addressed.
- Councilmember Sherilyn West advised the Council that the Volunteer Connect Program is going away by managerial decision.

**XII. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit):**

- Ruth Ann Arfsten said Janet Boardman passed away and no arrangements have been made yet. The family plans to do a memorial later for both the mother and her husband. A motion was made by Councilmember Paul Bowers to purchase flowers not to exceed \$300 for the family, seconded by Councilmember Sherilyn West. **No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

James Stockstill said the Cramer memorial (sundial) will be placed in the park and he will furnish pictures for all to see. The placement and the memorial have both been approved by the Council.

**EXECUTIVE SESSION:** A motion was made by Councilmember Sandy McKeown to go into Executive Session, seconded by Councilmember Sherilyn West. **No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.** Executive session concluded at 9:37p.m. A motion was made by Councilmember Sandy McKeown to allow Ordinance Enforcement Officer Susie Ellis to proceed as directed, seconded by Councilmember Paul Bowers. **No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

**XIII. ADJOURN:** A motion was made by Councilmember Sherilyn West to adjourn, seconded by Councilmember Paul Bowers, **All AYES.** Meeting Adjourned.

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