



## REGULAR COUNCIL MEETING

Town Hall  
8720 Spruce Mountain Road  
Larkspur, Colorado 80118  
November 5<sup>th</sup>, 2020  
6:00 PM

### **CORRECTED MEETING MINUTES**

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

Join Zoom Meeting  
<https://us02web.zoom.us/j/85069749411>

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### **MANDATORY FACE MASKS FOR COUNCIL MEMBERS**

- I. MEETING CALLED TO ORDER/ROLL CALL: All members were present.  
In addition, Legal Counsel, Ruthie, was virtually present.**

PRESENT      ABSENT

Mayor Marvin Cardenas

Mayor Pro-Tem Isaac Levy

Paul Bowers

Shannon Buss

William Teague

Brian Cook

Sandy McKeown

**II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all.**

**III. MOTION TO APPROVE AGENDA:** A motion to approve the agenda of November 5, 2020, was made by councilmember William Teague and seconded by councilmember Shannon Buss. No discussion. In a roll call vote Six (6) approved, Zero (0) opposed, Mayor affirmed. MOTION CARRIED.

**IV. MOTION TO APPROVE MINUTES: (1805-1810)**

Meeting Minutes Oct 15, 2020 Regular Meeting Draft: Motion was made to approve the minutes of October 15, 2020 by councilmember Shannon Buss, seconded by councilmember William Teague. Discussion: Brian Cook wanted the wording changed on the conflict of interest portion of the minutes to strike out 'financial benefit' and 'case files'. The motion was amended by councilmember Shannon Buss and seconded by councilmember William Teague to make the above change to the October 15, 2020, meeting minutes and resubmit them at the next Council meeting. In a roll call vote, Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

**V. SCHEDULED PUBLIC APPEARANCES: (10 min limit)**

- Chad Szpunar: Great Western Tree Care: Chad Szpunar submitted his plans for a new business in Larkspur next to Jesse Trueblood's property. His business deals with tree and shrub care and he is already envisioning the business growing. The plans were shown on a shared screen and can be requested from the Town Hall, Donnelle Johnson. The Council was concerned with the design criteria for the building and storage of much equipment, so questions were asked about tin buildings, quantities of equipment and size. The noise level was also addressed. Next step is for Chad to go the Planning Commission for guidance.
- Stephen Gonzales: Steve had an emergency and could not Address the Council
- Ed Blanchard: Address to the Council: Ed Blanchard was concerned about the SEP money that was spent in the Town, he felt it was too many trees in the park and campaign promised of the Mayor were not being followed. He was also upset that Tim Dumler was receiving commendation for helping the Town when his project has remained incomplete. He also was concerned about no ordinance enforcement.

**VI. ACCOUNTING: (1825-1835)**

- Finance Update: Donnelle Johnson: Donnelle gave a brief accounting of expenses and balances and the upcoming audit.
- Bills to Pay
  - ✓ General Fund: Motion was made by councilmember William Teague to pay the General Fund bills of \$12,218.01, seconded by councilmember Isaac Levy. No discussion. In a Six (6) approved, Zero (0) opposed, Mayor affirmed. MOTION CARRIED.

- ✓ Water & Sewer Fund: Motion was made by councilmember William Teague to pay water and sewer bills in the amount of \$3,591.70, seconded by councilmember Isaac Levy. No discussion. In a roll call vote of Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.
- ✓ SEP: Motion was made to pay \$15,400 to include the solar and close out the account by councilmember Shannon Buss, seconded by councilmember Brian Cook. No discussion. In a Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

## **VII. COMMISSION & BOARD REPORTS: (1835-1845)**

- Planning Commission (PC) Report – Matias Cumsille, Chair: No meeting was held.
- Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair □ Water Source Protection Plan Expenditures: No meeting was held but the Water Source Protection Grant was discussed and since time is running out we have asked for 3 bids for concrete covers and cameras. Waiting on 3<sup>rd</sup> bid. There is also some road work that would have to be done to make access easier.
- Parks & Recreation Board (P&R) Report – Randy Johnson, Chair: No meeting was held.

## **VIII. CONTINUING BUSINESS: (1845-1855)**

- UC Denver Street Scape Project: Councilmember Sandy McKeown presented a briefing on the Streetscape Program and how the signs throughout town would look. She is proposing a workshop to go over the details of the Project and would like the same members that originally formulated the Project to participate in the workshop.
- Magnesium Chloride proposals: The town received 2 bids, one for \$18,796.0 and another using a petroleum-based product for \$43,084. Still waiting on a third bid. Some of the roadways would need to be raised up and Douglas County was mentioned as a resource as well as Bill Fischer. This would be an item for next year's budget.
- Approving the continuation of Natasha Holland to provide support at a limited capacity: Mayor presented a proposal to use Natasha as a consultant for not more than 15 hours a week at \$32.00 an hour. The Council wants to look at how the hiring process is set up and wanted to talk more about getting a December 15 end date for the hiring process. Outside agencies like CML, DOLA, etc. were discussed. Donnelle has already reached out to post searches for a new Town Clerk. More talk about this item will be forthcoming.
- A motion was made by councilmember Brian Cook, seconded by councilmember Isaac Levy, to bring Lee Staab back to help the town. Discussion: The response was varied. In a roll call vote three (3) approved, four (4) Opposed. MOTION FAILED.
- Approving the continuation of Reed Lutter to provide support part time as accounting assistant: Reed submitted a letter to the Council asking for \$20.00 per hour salary so he can meet his education and housing expenses. After the letter was read, councilmember William Teague made a motion to increase Reed Lutter's pay to \$20.00 an hour, seconded by councilmember Brian Cook. No discussion. In a

roll call vote of Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

- IX.** NEW BUSINESS: (1855-1920) • Employee Monitoring Software: Brian Cook: Mayor asked if Brian had any information about companies that could provide this equipment. Councilmember Brian Cook said he did not have time to research this and suggested the Mayor ask one of his people to investigate it. Mayor will check with IT consultant Gustotek.
- X.** CONSTRUCTION & DEVELOPMENT PROJECTS: (1920-1925): Nothing new to report. Moltz is working on a sewer line installation and the Campground will close the end of November.
- XI.** MAYOR'S REPORT: (1925-1935): Mayor has secured COVID testing for Larkspur from Douglas County. They will be testing in the parking lot at Town Hall every Thursday until funding runs out. The testing will be from 2:00 to 6:00 pm and will be swabbing the mouth, results should be available in two days from the test. There is no cost and no insurance is required. The testing is open to the entire 80118 zip code area. They will have to use the Town Hall wi-fi. Motion was made by councilmember Paul Bowers, to let them use the Town Hall wi-fi, seconded by councilmember Shannon Buss. No discussion. In a roll call vote of Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

Mayor asked for permission to sell 300 gallons of water twice a year to fill a hot tub for a resident. He then read the ordinance pertaining to bulk water sales. Motion was made by councilmember Shannon Buss, to allow the sale of 300 gallons twice a year to fill his hot tub, seconded by Councilmember Paul Bowers. No discussion. In a roll call vote Six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

Mayor said the 130-foot deck to join the cabins has been paid for by donations and now he needs volunteers to help build the deck. The cost of materials is included in the donations. He is asking for \$210 to spend on bricks and the money will come out of the money earned from the sale of the yurts. He also needs \$1000 for curb stops at the parking lot. Motion was made by councilmember Sandy McKeown, seconded by councilmember William Teague to allow the Mayor to spend \$1500 on these various projects. No discussion. In a roll call vote of Six (6) approved Zero (0) opposed, Mayor affirmed. MOTION CARRIED

Lorrie McDonald's fence was the next item, and it came in at \$2000 so he would like to ask her to pay half and the Town pay the other half. Mayor has volunteers to help with the labor. Motion was made by councilmember Paul Bowers, seconded by councilmember Isaac Levy. No discussion. In a Six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED.

An open letter from Natasha Holland was read by Mayor Cardenas about how she handled her duties and did nothing illegal.

Irene Arfsten, Ruth Ann's mother passed away recently, and we are circulating a card around the office and hope the council will do the same. Motion was made to buy flowers, card and donate \$100 to the charity of the family's choice by councilmember Shannon Buss, seconded

by Councilmember William Teague. No discussion. In a Five (5) approved, One (1) absent, Zero (0) opposed, roll call vote, Mayor affirmed. MOTION CARRIED.

Alex Welch has reduced his development from 20 to 16 units. Mayor will work with Ruthie (Counsel) on ordinance finalizations.

**XII.** COUNCIL COMMENTS: (1935-1940) : Councilmember Sandy McKeown and councilmember William Teague were both concerned about the bright lights from the campground as they traversed I25 at night.

**XIII.** UNSCHEDULED PUBLIC APPEARANCES: (3 min limit) None

**XIV.** ADJOURN: (1950): Motion was made by councilmember Shannon Buss, seconded by councilmember Paul Bowers to adjourn the meeting at 8:22. All Ayes.

Please note: This agenda may be subject to change. Items may be added or deleted as required. The Town of Larkspur has adopted rules governing the public participation process in Town Council Meetings. All audience members must refrain from commenting during meetings unless recognized to speak. Loud speech and boisterous behavior from audience members is not permitted and constitutes grounds for removal from the meeting. Please deactivate all cell phones during the meeting.