



## REGULAR COUNCIL MEETING

Town Hall  
8720 Spruce Mountain Road  
Larkspur, Colorado 80118  
December 17, 2020  
06:00 PM

### MINUTES OF REGULAR COUNCIL MEETING

**I. MEETING CALLED TO ORDER/ROLL CALL: All councilmembers were present at the meeting.**

PRESENT      ABSENT

Mayor- Marvin Cardenas Mayor Pro-  
tem- Isaac Levy Shannon Buss  
William Teague  
Brian Cook  
Sandy McKeown  
Paul Bowers

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

**SWEAR IN SEAN HOGAN AS NEW TOWN**

**CLERK/ADMINISTRATOR:** Mayor Cardenas swore  
in Sean Hogan as the Town Clerk/Administrator.

**III. MOTION TO APPROVE AGENDA: A motion was made by councilmember Shannon Buss to approve the agenda for the Regular Town Council meeting of December 17, 2020, seconded by councilmember William Teague. No discussion. In a roll call vote of 6 (6) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

**IV. MOTION TO APPROVE MINUTES: (18:13-18:15)**

- Meeting Minutes from Dec 3<sup>rd</sup>, 2020 Regular Meeting Draft: **A motion was made by councilmember Paul Bowers to approve the minutes of the Regular Council meeting of December 3, 2020, seconded by councilmember Shannon Buss. In a roll call vote of Six (6) approved, Zero (0) opposed, Mayor affirmed. Motion Carried.**

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

- No scheduled appearances.

**VI. GENERAL DISCUSSION:**

- **The issue of legal counsel attending Council Meetings was discussed. Mayor talked about Legal Counsel attendance at every other meeting vs. every meeting to cut down the costs.**
- Councilmember Paul Bowers brought up the issue of the stipend for insurance. The discussion was whether since other full-time employees whose spouses had insurance receive the stipend why Sean would not receive it. Ruthie spoke about the employment agreement. When Sean was hired, he was okay without the stipend, so it was decided to leave it the way it was agreed upon. Sean declined the stipend.
- **A motion was made by Mayor Cardenas to limit Counsel's participation to every other meeting, seconded by councilmember Isaac Levy. In a roll call vote of Two (2) approved, Four (4) opposed, One (1) abstention, Motion Failed.**
- **A motion to have legal counsel attend every meeting was made by councilmember Sandy McKeown, seconded by councilmember Brian Cook. No discussion. In a roll call vote of Four (4) approved, Two (2) opposed, One (1) abstention. Motion Carried.**

**VII. ACCOUNTING: (18:28-18:40)**

- **Finance Update:** Donnelle Johnson: Donnelle gave an update of her responsibilities with DNash to the Town of Larkspur.
- **Bills to Pay**
- **General Fund: Motion was made by councilmember Shannon Buss to approve and pay general fund expenses of \$10,119.68, seconded by councilmember Sandy McKeown. In a roll call Vote of Six (6) approved, Zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Water & Sewer Fund: Motion was made by councilmember Sandy McKeown to pay the water and sewer bills of \$8,868.41, seconded by councilmember Shannon Buss. No discussion. In a roll call vote of Six (6) approved, Zero (0) opposed, Mayor affirmed. Motion Carried.**
- Donnelle reported we received a rebate from IREA in the amount of \$56,285.60. It was discussed to put part of the funds into our emergency fund. **A motion was made by councilmember Isaac Levy to put the entire amount into our emergency fund, seconded by councilmember Brian Cook. No discussion. In a roll call vote of Six (6) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Councilmember Sandy McKeown was concerned whether we had enough in the budget to pay Counsel for every meeting. Donnelle showed \$40,000 for legal counsel in the 2021 budget.**

**VIII. COMMISSION & BOARD REPORTS: (18:40-18:41)**

- **Planning Commission (PC) Report – Matias Cumsille, Chair: No meeting.**
- **Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair: No meeting.**
- **Parks & Recreation Board (P&R) Report – Randy Johnson, Chair: There was a meeting but no representation to report.**

**IX. CONTINUING BUSINESS: (18:41-18:47)**

- DNash Accounting & Tax Services: Donnelle put an agreement together to outline her duties to the Town of Larkspur, the document states \$45,000 per year. Proposed a move to QuickBooks from ACUFUND to help save the town 6,000 a year. Our Counsel will review the agreement and get back with us.

**X. NEW BUSINESS: (18:47-18:56)**

- Sale of Mobile Home Tax: Mayor Cardenas proposed mirroring the County's procedure of collecting tax only once, not every time the mobile home changes hands. There were questions on the applicability, so Mayor agreed to have Helen Kellogg attend the next meeting and address this issue.
- The state would like to continue testing for COVID in the Larkspur location through March 2021. **A motion was made by councilmember Isaac Levy to continue testing through March 2021, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of Six (6) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

**XI. CONSTRUCTION & DEVELOPMENT PROJECTS: Nothing to report.**

**XII. MAYOR'S REPORT: (19:02-19:05)**

- Mayor reported additional improvements in the Town. Cameras and covers were installed on the wellheads.
- COVID- The recall corrections will be discussed at the next Council meeting-Karen will be present.
- 19 testing is going well and will continue through March.
- The Newsletter for December was hand delivered last week.
- Trueblood's property has been sold.
- Mayor Cardenas said Scott Krob wants to come back as Legal Counsel for the Town. **A motion was made by councilmember Isaac Levy to bring back Krob Law as town representation, seconded by councilmember William Teague. No discussion. In a roll call vote of 4 approved, 1 opposed, 1 abstention. Mayor affirmed. Motion Carried.**

**XIII. COUNCIL COMMENTS: (18:57-19:02)**

- Councilmember Isaac Levy voiced concern about the ACH payments being stopped to pay water bills. He wanted an explanation either in the newsletter or with the water bills. Donnelle stated the information in ACH was not safe and credit cards could be compromised.
- Councilmember Paul Bowers asked Counsel if the violation letters had gone out and legal counsel stated with all the other things going on, they had to be put on hold for a while, but they would now be given priority to get them sent out.

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

Ed and Amy Blanchard discussed their displeasure over the way the Town administration is handled.

**XV. . ADJOURN:** (19:14-19:15) Motion was made by councilmember William Teague to adjourn the meeting, seconded by councilmember Brian Cook. All AYEs. Meeting was adjourned at 7:15 pm.

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.

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