



REGULAR COUNCIL MEETING Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118
January 7th, 2021
06:00 PM
Meeting Minutes

Sean Hogan is inviting you to a scheduled Zoom meeting.

Topic: Town Council Zoom Meeting
Time: Jan 7th, 2021 06:00 PM Mountain Time (US and Canada)

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Join Zoom Meeting

<https://us02web.zoom.us/j/81001091695?pwd=MFFKUytzdGp5cjZYWklFdzlyNlhnQT09>

Meeting ID: 810 0109 1695

Passcode: 251740

One tap mobile

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I. **MEETING CALLED TO ORDER/ROLL CALL:** All Council members were present.

	<u>PRESENT</u>	<u>ABSENT</u>
Mayor- Marvin Cardenas	Present	
Mayor Pro-tem- Isaac Levy	Present	
Shannon Buss	Present	
William Teague	Present	
Brian Cook	Present	
Sandy McKeown	Present	
Paul Bowers	Present	

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

III. **MOTION TO APPROVE AGENDA:** A motion was made to approve the agenda of the Regular Council Meeting on 1/7/2021 by Councilmember Sandy McKeown, seconded by Councilmember Brian Cook. No discussion. In a roll call vote of six (6) approved, zero (0) opposed. Mayor affirmed. **Motion Carried.**

IV. **MOTION TO APPROVE MINUTES:**

Meeting Minutes from Dec 17th, 2020 Regular Meeting Draft: A motion was made by Councilmember Sandy McKeown, seconded by Councilmember William Teague, to approve the minutes from the Regular Council Meeting of December 17, 2020. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**

V. **SCHEDULED PUBLIC APPEARANCES:** (10 min limit): There were no scheduled public appearances.

VI. **ACCOUNTING:**

o **Finance Update:** Donnelle Johnson: Donnelle presented a contract for the Council's review. They will examine it and give comments **at the next Council meeting.**

o **Bills to Pay**

- General Fund: A motion was made to approve the general fund bills for payment of \$20,013.93 by Councilmember Shannon Buss, seconded by Councilmember William Teague. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- Water & Sewer Fund: A motion was made to approve the water and sewer bills for payment of \$9,176.47 by Councilmember Shannon Buss, seconded by Councilmember Brian Cook. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**

VII. **COMMISSION & BOARD REPORTS:**

Planning Commission (PC) Report – Matias Cumsille, Chair: There was no meeting.

Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair: There was no meeting. The next meeting is scheduled for February.

Parks & Recreation Board (P&R) Report – Randy Johnson, Chair: No one was available to give a report.

- **Discussion on Bill Kramer Employment:** Bill Kramer gave a listing of his duties and asked that he be put on permanent part time status. A motion was made by Councilmember Paul Bowers to reinstate Bill Kramer as a permanent part-time employee not to exceed 10 hours a week, seconded by Councilmember Shannon Buss. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**

VIII. **CONTINUING BUSINESS:**

- DNash Accounting & Tax Services: The contract will be reviewed by Council.
- Brandon Davis (Local Government Liaison Colorado Department of Revenue) Questions about Mobile Home use Tax. Mr. Davis gave a breakdown of the Counties handling of Mobile Home Sales and Use Tax and Mayor Cardenas hoped we could

follow their lead. The Council will review the package and report at the next Council meeting.

IX. NEW BUSINESS:

- Kathleen White Parks & Recreation Board Member Application. A motion was made to appoint Kathleen White as a Board Member to the Parks and Recreation Board by Councilmember Shannon Buss, seconded by Councilmember Sandy McKeown, no discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- **Karen Goldman:** Memo suggested date for the recall election: Karen Goldman gave reasons why the date of April 6 would work best for the Town. Because of all the deadlines that must be met, an earlier date would be unrealistic. A motion was made by Councilmember Sandy McKeown, seconded by Councilmember Brian Cook to set Tuesday, April 6, 2021 as the date for the election. No discussion. In a roll call vote of Five (5) approved, zero (0) opposed, one (1) abstention. **Motion Carried.**
- **Resolution 2021-04** To delegate the responsibility of appointing election judges to the Town Clerk: A motion was made by Councilmember Sandy McKeown, seconded by Councilmember Brian Cook, to adopt Resolution 2021-04. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- **Final Determination of Recall Petition Sufficiency:** Karen gave the final decision on the Recall Petition Sufficiency. The Petition Stands.
- **Annual Resolution 2021-01** for Designation of Public Posting Places. The Council wanted the Resolution corrected to say the Public Posting Places would include the Town website. **The Resolution will be voted on at the next meeting.**
- **Resolution 2021-02** for Approval of 2021 Employee Holiday Schedule: There was some discussion about eligibility for holiday pay. The Council will revisit **this Resolution at the next meeting.**
- **Personnel Policy Manual Revision** To Include New State Holiday To Replace Floating Holiday, **this will be discussed at the next Council meeting also.**
- **Resolution 2021-03** for Approval of Town Council Meeting Calendar: A motion was made by Councilmember Sandy McKeown and seconded by Councilmember William Teague to adopt Resolution 2021-03 for approval of Town Council meeting calendar. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- **Intergovernmental Agreement for Public Safety Services:** A motion was made by Councilmember Sandy McKeown, seconded by Councilmember Shannon Buss to approve the IGA for Public Safety Services. Discussion ensued about speed bumps or

ways to slow traffic. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**

- **New Town Attorney Introduction:** Dan Krob was introduced to the Council and presented references, credentials and suggested he work on a trial basis for 3 to 6 months. The Council gave him a warm welcome.

X. CONSTRUCTION & DEVELOPMENT PROJECTS:

- Completion of Concrete Culvert Caps for well heads: The concrete culvert caps have been installed on all the wellheads to protect them from damage. Pictures were included in each packet to councilmembers.

XI. MAYOR'S REPORT: Mayor said the apartment complex builders were ready to submit their plans for the building.

XII. COUNCIL COMMENTS: Council was wondering about why the Planning Commission was not meeting monthly. Marvin agreed to meet with Matias so the apartment complex paperwork can be reviewed.

XIII. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit): There were no unscheduled appearances.

XIV. ADJOURN: A motion was made by Councilmember Paul Bowers, seconded by Councilmember Shannon buss to adjourn at 7:42 p.m. All Ayes. Meeting adjourned.

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. Town Council meetings can be adjusted plus or minus 15 minutes from the timelines outlined within the Agenda. 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. Town Council meetings can be adjusted plus or minus 15 minutes from the timelines outlined within the Agenda.