



REGULAR COUNCIL MEETING

Town Hall  
8720 Spruce Mountain Road  
Larkspur, Colorado 80118  
January 21<sup>ST</sup>, 2021  
06:00 PM

**Minutes**

Sean Hogan is inviting you to a scheduled Zoom meeting.

Topic: Town Council Zoom Meeting  
Time: Jan 21st, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82769826093?pwd=OGxVTyttNTIYRFFRdysvUXlweHN1Zz09>

Meeting ID: 827 6982 6093

Passcode: 473137

One tap mobile

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+13462487799,,82769826093#,,, \*473137# US (Houston) Dial by your location

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+1 346 248 7799 US (Houston)

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**I. MEETING CALLED TO ORDER/ROLL CALL: All members were present except as indicated.**

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

- II. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by all members present.
- III. MOTION TO APPROVE AGENDA:** A motion was made by councilmember Shannon Buss to approve the agenda for the Regular Council Meeting of January 21, 2021, seconded by councilmember William Teague. No discussion. In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- IV. MOTION TO APPROVE MINUTES:**
- V. Meeting Minutes from Jan 7<sup>th</sup>, 2021 Regular Meeting Draft:** A motion was made by councilmember Shannon Buss to approve the Draft Minutes for the Regular Council Meeting of January 7, 2021, seconded by councilmember Brian Cook. No discussion. In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- VI. SCHEDULED PUBLIC APPEARANCES:** (10 min limit)
- Ed Blanchard General Town Business: Ed Blanchard voiced his concern about the posting site for the meeting agendas. He was advised the agendas were available on the website calendar; however, he thought they should be in a location where people would not have to search for them. He also wanted the chat box open to the public at zoom meetings for transparency. Since several councilmembers were absent the issue was tabled until more members could weigh in on opening the chat box to the public. We will revisit it at the next Council meeting.
- VII. ACCOUNTING:**
- Finance Update: Donnelle Johnson: Donnelle gave an update of the bills to be paid.
  - Bills to Pay
- VIII. General Fund:** A motion was made by councilmember Shannon Buss to pay general fund bills in the amount of \$6,730.37, seconded by councilmember Brian Cook. Discussion ensued about the cost of propane and James Stockstill spoke about the tank being completely empty. In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- IX. Water & Sewer Fund:** A motion was made by councilmember Brian Cook to pay water and sewer fund bills in the amount of \$3,325.42, seconded by councilmember William Teague. No discussion. In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. **Motion Carried.**
- X. COMMISSION & BOARD REPORTS:**
- Planning Commission (PC) Report – Matias Cumsille, Chair: Matias was unavailable to give a report.
  - Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair: The Water

& Sewer Board did not meet in January.

- **Parks & Recreation Board (P&R) Report** – Randy Johnson, Chair: Bill Kramer gave a report that he is working with the County to get some signage in the park pertaining to rules for using the park. He also spoke about the Veterans Memorial and that the Spur will be doing a fundraiser in March and they are working on getting another fundraiser later in the year at the Park. Front Range Baseball wants to do a 4<sup>th</sup> of July game to honor Gerry Been. The building of a new restroom for the ballfield was discussed and Bill is getting information. A motion was made by councilmember Shannon Buss to have the Town donate \$500 to the Veterans Memorial Fund, seconded by councilmember William Teague. No discussion. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**

## **XI. CONTINUING BUSINESS:**

- **DNash Accounting & Tax Services:** contract: A contract was introduced to the Council for DNash services. A motion was made by councilmember Brian Cook to sign the contract and send it out, seconded by councilmember Shannon Buss. No discussion. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Annual Resolution 2021-01 for Designation of Public Posting Places (web site added):** Three sites were discussed for posting of Agendas, website, electronic board, and bulletin board outside town hall. A motion was made by councilmember Shannon Buss to post it primarily on the website, the other two sites are optional, seconded by councilmember William Teague. No discussion. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Resolution 2021-02 for Approval of 2021 Employee Holiday Schedule:** Sean Hogan, Town Clerk and Town Administrator explained the necessity for **Resolution 2021-02** to mirror the Counties schedule to facilitate work being able to be completed when entire workforce was present. A motion was made by councilmember William Teague to adopt **Resolution 2021-02**, seconded by councilmember Shannon Buss. No discussion. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Personnel Policy Manual Revision To Include New State Holiday To Replace Floating Holiday:** A motion was made by councilmember Brian Cook to change the Policy Manual to include the New State Holiday to Replace the floating Holiday, seconded by councilmember William Teague. The revision was Columbus Day being changed to Mother Cabrini Day. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Sales and Use Tax Exemption Ordinance:** A motion was made by councilmember William Teague, seconded by councilmember Shannon Buss, to adopt the County practices and drop the 4% sales tax on mobile

**homes being sold.** Discussion ensued whether we need the attorney to draw up an ordinance to put this practice into use. **In a roll call vote of three (3) approved, one (1) opposed, Mayor affirmed. Motion Carried.**

## **XII. NEW BUSINESS:**

- **Karen Goldman:** Protest Hearing Brian Cook: Councilmember Brian Cook received a Recall with 23 valid signatures and a Protest has been filed. The Town was deciding when to set the hearing because it must be set 5 to 10 days from the date the notice of Protest Hearing goes out. A motion was made to set the hearing for Tuesday, January 26, 2021 at 9:00 a.m., by zoom conference by councilmember Shannon Buss, seconded by councilmember William Teague. Discussion: The conversation went back and forth as to when all parties would be available. **In a roll call vote of three (3) approved, one (1) opposed, Mayor affirmed. Motion Carried.**
- **Semocor Cableco Services:** Semocor discovered repairs needed in 2018 and found the upper tank needed to be repaired. The repairs were not done and CDPHE cited us with a violation. The repairs must be done by end of 2021 and are expected to be in the range of \$24,000; however, Will Parker of Semocor said we need to plan to spend \$50,000 in case more extensive repairs are discovered when they get into the tank. A motion was made by councilmember William Teague to approve 50,000 for tank repairs, seconded by councilmember Brian Cook. No discussion. **In a roll call vote of five (5) approved, zero (0) opposed, Mayor affirmed. Motion Carried.**
- **Water Leak Repairs Fesing Property:** A water leak was discovered at the Fesing property and is being addressed. Depending on whose side it is on, Fesing or the Town, the expense will have to be born by the responsible party.

**A motion was made to have Karen Goldman handle the Protest Hearing as well as the Recall Procedure** by councilmember William Teague, seconded by councilmember Shannon Buss. Discussion: Karen will work with Town Clerk Hogan to get the notice sent out. **In a roll call vote of four (4) approved, zero (0) opposed, Mayor affirmed. Motion carried.**

## **XIII. CONSTRUCTION & DEVELOPMENT PROJECTS:**

- **Speed Bumps Cost:** We are waiting on comments from the Larkspur Fire Chief, Stuart Mills before we can go forward with the speed bump issue.

## **XIV. MAYOR'S REPORT:**

- **Approval for Reed Lutter as Planning Commission Secretary:** **Council approved** Reed Lutter as the Planning Commission Secretary to take minutes at the planning commission meetings and allow an additional four hours each month for this duty.
- There is a vacancy on the DRCOG Membership, and it was offered to Larkspur, Mayor asked is someone would volunteer and since no one did, the Mayor offered to fill the vacancy.
- Larry Armbruster wants his pavement fixed so we will get bids and present them at the next meeting.

## **XV. COUNCIL COMMENTS:** Councilmember Shannon Buss wants someone to

check to see if there are warranties in place to repair the Armbruster property. Councilmember Paul Bowers and councilmember William Teague voiced their concern about ordinance violations still not being addressed. Mayor said the violations would be finished this week and sent out Monday.

- XVI. UNSCHEDULED PUBLIC APPEARANCES:** (3 min limit): Amy and Ed Blanchard upset about not taking a vote on the chat box being opened.
- XVII. ADJOURN:** A motion was made by councilmember Paul Bowers, seconded by councilmember Shannon Buss to adjourn the meeting at 7:21 p.m. All AYES. Meeting adjourned.