

**Town of Flagler, Colorado**

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**RECORD OF PROCEEDINGS  
REGULAR SESSION**

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**March 11<sup>th</sup>, 2024**

The Board of Trustees for the Town of Flagler, Colorado met Monday March 11<sup>th</sup>, 2024, for the REGULAR MEETING at 6:00 p.m. The meeting was held at Townhall 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Marlys Kossman, Troy Kindley, Chuck Kinkel, Tami Witt, Cody Martin, and Randy Fagerlund. Town Clerk Amanda Mitchell, and Town Manager Terry Fowler were the town employees present. At 6:00 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

Absent from the meeting were employees Assistant Clerk; Katlynn Perez, and Recreation Director; Trisha Fritzler.

**PUBLIC AUDIENCE:**

- The public audience in attendance included Erika Saffer, Lauren Brant, Lenny Stone, Kip Backlund, Mary Backlund, Dana Keech, and Marilyn Keech.
- Lauren Brant mentioned that to the east of their property, there is an alley and the way the water runs from the properties above them, it floods and erodes the bottom of the alleyway. When the trash truck comes through it has problems getting through the mud and causes ruts making it hard for their vehicles to drive on the road. The town will look into getting the alleyway fixed and other solutions.
- Daniel from Wheatland went over the building permit that was submitted for Wheatland Center and the plan to add in a section to the property that can host events.
- Erika Saffer updated the town for Lincoln Health, and Lincoln Community Hospital. The updates included that Dr. Mark Olson, Chief of Staff for 30 years, has made the choice to step down from his position in his process of retirement. Dr. Brianna Fox is the new Chief of Staff.

**OLD BUSINESS:**

- Trustee Chuck Kinkel made a motion to approve the minutes from the regular meeting of February 12<sup>th</sup>, 2024. Trustee Troy Kindley second the motion. The motion passed unanimously.
- Trustee Marlys Kossman made a motion to approve the minutes from the special meeting of February 26<sup>th</sup>, 2024. Trustee Tami Witt second the motion. The motion passed unanimously.

**NEW BUSINESS:**

- Town Manager Terry Fowler stated that the fireworks cost has gone up 15% and that it will now cost \$8,050 to purchase. Trustee Chuck Kinkel mentioned that the Lion's Club will pitch in \$500

and to see if ordering more smaller fireworks would lower the price some. Trustee Tami Witt made a motion to approve the purchase of fireworks for \$8,050. Trustee Chuck Kinkel second the motion. Motion passed unanimously.

- Trustee Chuck Kinkel made a motion to approve the building permit submitted by Wheatland Center. Trustee Tami Witt second the motion. Motion passed unanimously.
- Trustee Randy Fagerlund made a motion to approve the building permit submitted by Ted Moore. Trustee Marlys Kossman seconded the motion. Motion passed unanimously.
- Trustee Chuck Kinkel made a motion to approve the building permit submitted by Rural American Reality. Trustee Randy Fagerlund second the motion. Motion passed unanimously.
- Trustee Randy Fagerlund made a motion to approve the building permit submitted by Mary Meyer. Trustee Marlys Kossman second the motion. Motion passed unanimously.
- Trustee Randy Fagerlund made a motion to approve the liquor license for the American Legion. Trustee Troy Kindley second the motion. Motion passed unanimously.
- Trustee Randy Fagerlund stated that some of the towns bank accounts need to be cleaned up. It was asked if Clerk Amanda Mitchell will look more into what the town bank accounts are used for and if some accounts are able to be merged and close the ones that are no longer being used.
- Clerk Amanda Mitchell stated that the town handbook states, 'town hall is to be open form 9am-12pm (closed 12pm-1pm) and opened from 1pm-3pm.' for employees to have their legally required lunch break. She asked for it to be revised as Trustee Chuck Kinkel asked for Town Hall to be open during lunch. Trustee Troy Kindley made a motion to adjust the handbook for Town Hall to be closed from 1pm-2pm for the employees to take their required lunch break. Trustee Chuck Kinkel second the motion. Motion passed unanimously.
- Clerk Amanda Mitchell mentioned that the town will have to find someone to clean Town Hall as Anage Smith has turned down their offer. Trustee Randy Fagerlund asked for Sharon Rand to be contacted about the position.
- Trustee Tami Witt stated she would like to have Dr. Erin O'Donnell do the town's dog clinic for updated shots. Clerk Amanda Mitchell will contact O'Donnell about setting up a date in the next coming weeks.
- The Trustees looked over a submission for the free land incentive and decided not to move forward with the applicant.
- Clerk Amanda Mitchell reported that herself and Assistant Clerk Katlynn Perez are starting to get everything cleaned up. There are some items that will take time to get in order but are continuously getting worked on. Clerk Mitchell did ask for a decision to be made on what the town wants to do with perusing prior clerk Emily Strunk. Mayor Tom Bredehoft stated that the

town turn it over to the D.A. Trustee Troy Kindley made a motion to turn all information on prior clerk Strunk over to the lawyers to send to the D.A. Trustee Cody Martin second the motion. Motion passed unanimously.

## **REPORTS:**

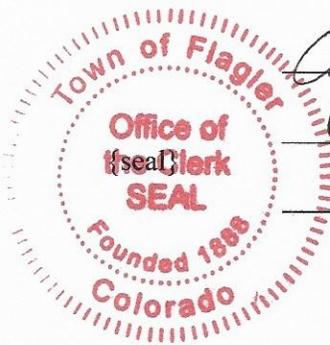
- **Town Manager Report** (*Reported by Town Manager – Terry Fowler*)
  - Terry will start looking into ordering mosquito fogger in the next few weeks in preparation for mosquito spraying.
  - The feel land sign has been partially taken down for repairs and will be back up when the weather is more appropriate as to not damage it again.
  - Streets - Continuing to work on potholes around town. Terry Fowler got repair quotes for the streets, ranging from \$200k-\$223k. The quotes are still being overviewed.
  - Water – The town contracted back on 8/15 for Green Divers to come down and fix the coating on the water tower. They have started to come down and are working on the coating and repairs. A water meter at the clinic was fixed, the battery went dead on it, and it should be able to be sent back to get a new one at no cost.
  - Trash – Both trash trucks have received new windshields. The old trash truck is currently at NAPA, bolts from the transmission came out while Trash Technician Steve Nichols was driving it. Terry is looking at quotes on more dumpsters, ranging from \$535-\$1,335 depending on the size of the dumpster.
  - Town Manager Terry Fowler will be gone the week of March 18<sup>th</sup> for a water conference. Trash and Town Maintenance will report/check in with the clerks.
- **Town Clerk Report** (*Reported by Town Clerk – Amanda Mitchell*)
  - The town only has one account left on a payment plan for their bill and they are making the payments on the agreed upon dates.
  - Clerk Mitchell and Assistant Clerk Perez are working on the upcoming election and getting the ballots finished up with the help of Doris King.
  - The town wide garage sale dates are set for June 21<sup>st</sup>-23<sup>rd</sup>. It has been pushed back a little further than previous years due to it being too close to the end of school and people not having enough time to get stuff together to participate. It will be advertised on the town social media platforms as well as in other towns to get more traffic.
  - The dry land lease has been signed, paid for, and is completed.

- The clinic was not billed for last year for their lease. Clerk Mitchell will be breaking up their payment to not bill them for two years all at once. The lease will also be revised to extend the lease dates and update maintenance terms.
- The town hall elevator has been registered with the state, though have had no luck being able to get someone out to inspect and do maintenance.
- Only two timeclock programs will correlate with the software the town has now. It will be further looked into next meeting/with the new council.
- Trustee Chuck Kinkel asked if the town had an idea on when to do the town free dump. Kip Backlund mentioned some people are not able to load and haul the trash themselves and if there is a way for the town to offer volunteers to help those individuals so they can also partake in the towns free dump. Clerk Mitchell will work on making up a volunteer application.

**FINANCIAL REPORT:**

- Trustee Troy Kindley made the motion to approve the purchases, financial report, and coding. Trustee Tami Witt seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoft adjourned the meeting at 8:00pm



*Thomas E Bredehoft* MAYOR

*Amanda Mitchell* CLERK

4/8/2024 DATE APPROVED