

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

January 11, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday January 11, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held via Zoom. Trustees Clare Loughrey, Marlys Kossman, Jeremy Isenbart, Daymond Deatrich, Tami Witt and Chuck Kinkel were present. Employees present were Justin Crisp and Doris King. At 6:02 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE

APPROVE MINUTES

Trustee Marlys Kossman made the motion to approve the minutes from the December 14, 2020 Regular Meeting & Budget Hearing. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

OLD BUSINESS

1. An update from Lincoln Community Hospital was emailed to the council by Erika Saffer. Each council member had review the update.

NEW BUSINESS

1. After discussion Trustee Chuck Kinkel made the motion to hire Emily Strunk and Julie Diekman as part time employees for town hall and the library at 20 hours per week, at a beginning rate of \$13.00 per hour and a wage review after 90 days. Trustee Tami Witt seconded the motion. Motion passed and carried.
2. Trustee Kinkel reported the reports from Kit Carson County Health Department regarding administering the COVID vaccine was that residents would have to travel to Burlington to receive the vaccine. Discussion was held and further detail will be checked with KCC Health and KCC Commissioners.

MANAGER REPORT

1. Crisp reported he planned on leaving the Christmas Lights on until February 1st.
2. Crisp reported he would be working on a report for the State of Colorado on operating procedures for the water department on a daily, weekly, monthly and yearly plan.
3. Crisp reported the final Lead & Cooper testing was completed and the water is non corrosive with household plumbing.
4. Crisp reported Terry Fowler would have to attend training in February to get credits for his license.

TOWN CLERK

1. King reported there would be a grant round in August 2021 with State Historical Fund and she would apply for SHF funds as well as DOLA to complete the hospital building renovation.

TRASH DEPARTMENT

1. Crisp reported the new trash truck had been in the shop for six weeks and was repaired the estimated cost is 6 to 8 thousand dollars.

STREET DEPARTMENT

1. Crisp reported that he would be doing pot hole patching as material became available but cold mix is costing \$3,000.00 per pallet.

WATER
NONE

WASTEWATER DEPARTMENT REPORT
NONE

PARKS AND RECREATION REPORT
NONE

FINANCIAL REPORT

After reviewing the financial report, Trustee Marlys Kossman made the motion to accept the financial report as presented. Trustee Tami Witt seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

After discussion, Trustee Chuck Kinkel moved to approve the bills and debit card purchases as listed. Trustee Daymond Deatrich seconded this motion. Motion passed and carried.

At 6:38 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 6:38 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

February 08, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday February 08, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held via Zoom. Trustees Clare Loughrey, Marlys Kossman, Jeremy Isenbart, Daymond Deatrich, Tami Witt and Chuck Kinkel were present. Employees present were Justin Crisp, Julie Dieckman, Emily Strunk and Doris King. At 6:07 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE

Janelle McCaffrey
Shawn Honaker

APPROVE MINUTES

Trustee Jeremy Isenbart made the motion to approve the minutes from the January 11, 2021 Regular Meeting. Trustee Tami Witt seconded the motion. Motion passed and carried.

OLD BUSINESS

1. An update from Lincoln Community Hospital was emailed to the council by Erika Saffer. Erika discussed the current COVID status and vaccine program. Erika also reported on staff and service changes at Lincoln County Hospital. Erika left the meeting at 6:22 PM

NEW BUSINESS

1. Randy and Gary Fagerlund were in attendance to discuss the property at 902 Ouray. The family had the property surveyed prior to putting it on the market for sale. During the survey problems were found regarding some improvements being on the alley between 9th and 10th. The Fagerlunds stated the improvements had sat on the alley for years and asked the town to vacate the alley. Mayor Bredehoft, trustees and town manager explained the town's attorney had instruction the town not to vacate streets or alleys. Discussion was held on whether it would ever be used as an alley or not. Tami Witt made the motion to table the item for a later date. Trustee Marlys Kossman seconded the motion. Motion passed and carried. Item was tabled for the March 8th meeting.
2. Justin Crisp suggested the fee for a building permit application be increased. Crisp explained no maps of buried utilities had been turned in on new properties for years. Crisp suggested raising the fee with part of the fee returned once detailed maps of buried utilities be turned into the town. The council agreed to table this item until the March 8th meeting.
3. Danny Ray Hornung, Janelle McCaffrey discussed possibly trying to start an activities department. Danny Ray explained she had residents offer ideas up for art classes, basketball clinics, fitness classes, sports clinics, softball teams and adult dance classes. Trustee Isenbart agreed to meet with some of the parties and discuss this item further.
4. Ordinance 198 vacating 10 Street was read. This is an emergency ordinance and will become effective upon passage. After discussion Trustee Daymond Deatrich made the motion to adopt Ordinance 198 as read. Trustee Marlys Kossman seconded the motion. Motion passed and carried.
5. Ordinance 199 accepting property from American Builders for 10th Street was read. This ordinance will be published and second reading on March 8, 2021.
6. The Encroachment Agreement for 902 Ouray and East 8th Street were tables until later date.
7. King asked for clarification on hours for the newly hired office employees. When hired King was told 20 to 25 hours. But last meeting it was voted only 20 hours. King reported both employees were doing a great job and getting a lot of work caught up and she would like to use 25 hours per week for each employee as long as there was enough work to warrant. The council agreed on the 25 hours per week if the work load warrants.

MANAGER REPORT

1. Crisp reported he would be ordering dumpsters soon.
2. Crisp reported the Colorado Rural Water Conference had been postponed until April and he still plans to have Terry Fowler attend to get credits for his license.
3. Crisp reported he had been in contact with Alex Arellano regarding development on the property north of the school.

TOWN CLERK

1. King reported that sales tax was at a 18% increase in 2020 over 2019. The start of the first quarter of 2021 has been positive as well.

- 2. King reported the town had received a gift from Kristina Joyce for the Hospital Building Renovation

TRASH DEPARTMENT

- 1. Crisp reported the repair on the trash truck was estimated at 6 to 8 thousand but actually was \$4,800.00.

STREET DEPARTMENT

- 1. Crisp reported that he had bought 140 tons of cold mix.

WATER

- 1. Crisp reported the nitrate level had dropped to 6.4 ppm. The maximum safe level is 10.

WASTEWATER DEPARTMENT REPORT

NONE

PARKS AND RECREATION REPORT

NONE

FINANCIAL REPORT

No Financial Report was given.

APPROVAL OF BILLS & CODING

After discussion, Trustee Marlys Kossman moved to approve the bills and debit card purchases as listed. Trustee Jeremy Isenbart seconded this motion. Motion passed and carried.

At 7:45 PM Mayor Bredehoft declared the meeting adjourned.

Marlys Kossman reminded the council that Shawn Honaker was still waiting to be heard. Shawn explained he had been in the Cannabis Business for years and would be glad to discuss opportunities for the town regarding tax revenue etc. Mayor Bredehoft replied that this would have to go to public vote before the town council would consider allowing it. Bredehoft and council feel the public would not be in favor of cannabis. Shawn and the council discussed if it could be put on the next ballot by initiative process.

Meeting adjourned at 7:50 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

March 08, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday March 08, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 306 Main Ave & via Zoom. Trustees Clare Loughrey, Marlys Kossman, Daymond Deatrich and Tami Witt were present. Employees present were Justin Crisp. At 6:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance. Chuck Kinkel arrived at 6:02 PM. Marc & Kolby Santala arrived at 6:03 PM

Attending via zoom were employees Doris King and Emily Strunk, Ericka Saffer, Geoff Andersen, Kandi, mmadision, Alexandra Arellano.

PUBLIC AUDIENCE

John Witt, Gary Fagerlund

APPROVE MINUTES

Trustee Marlys Kossman made the motion to approve the minutes from the February 18, 2021 Regular Meeting. Trustee Tami Witt seconded the motion. Motion passed and carried.

OLD BUSINESS

1. An update from Lincoln Community Hospital was emailed to the council by Erika Saffer. Erika discussed the current COVID status and vaccine program. Erika also reported on staff and service changes at Lincoln County Hospital.
2. Discussion was held regarding vacating the alley at 902 Ouray. The Fagerlund family had legal council (Geoff Anderson) via zoom. Both sides brought up points but no agreement was made. Trustee Daymond Deatrich made the motion to table this item for a later date. Trustee Clare Loughfrey seconded the motion. Discussion was given by Chuck Kinkel who did not want to table this issue. Vote taken 3 yay and 2 nay.

NEW BUSINESS

1. Patricia White, Renae Cook and Clint Felzien were present to present information on Eastern Slope Rural Telephone Association installing fiber optic lines to homes in the area. Fiber optic to homes will increase the bandwidth and give 1G capable broadband. This will have no price increase to customers; the total project is 3.1 million dollar cost. ESRTA plans to complete 10 exchanges in 10 counties.
2. Marc & Kolby Santala was present to dispute an ambulance bill from an auto accident with the Town's pickup. Santala explained he had received payment from One Beacon the town's liability insurance carrier for the pickup and the ambulance bill. Santala stated he did not think he would get an ambulance bill because of being on the fire department and the bill did not show up until much later. He did not feel the insurance paid him enough for his pickup so he feels the town should pay it. This item was tabled for further information.
3. Discussion was held regarding installing a retaining wall around the wastewater lift station located south of County Road V. The water during a rain flooded the wastewater lift station causing the pump to fail twice at a cost of \$4,000.00 per pump. Tami Witt explained she would not pay anything at this point. Witt felt that this should have been discussed when development started not now that she half done with the project and no way to recover her cost. Heated discussion was held Trustee Marlys Kossman made the motion to table this item until the April 12th meeting. Trustee Daymond Deatrich seconded the motion. Trustee Loughfrey, Deatrich, Kossman voting yay. Trustee Kinkel Voting nay. Trustee Witt abstained from vote.
4. Alexandra Arellano was in attendance to introduce her newly formed analytical business to the town. Alexandra and her mother Dolly have started an analytical business writing grants. Alexandra wanted the town to know this service was available if needed.
5. Animal Permit Applications from Trevor & Grady Moore for 2 lambs and 2 pigs were reviewed. King reported all responses returned were positive. Trustee Chuck Kinkel made the motion to approve both applications. Trustee Daymond Deatrich seconded the motion. Motion passed and carried.

MANAGER REPORT

Taken Care of Earlier in Meeting

TOWN CLERK

1. King reported she was much better and could return to work on Tuesday but was not sure she could work full days as of yet. Trustee Kinkel asked that she be retested before she returned. King agreed she would.

TRASH DEPARTMENT

- 1. Crisp reported the trash truck was getting brakes repaired and new truck has a fuel leak.

STREET DEPARTMENT

- 1. Crisp reported street repairs were scheduled for the second week in August.

WATER

- 1. Crisp reported Timberline Electric had been out to fix a problem with the wells communication with SCADA system. The meters on the wells have been certified for the State of Colorado.
- 2. Crisp reported Terry Fowler would be attending Colorado Rural Water Conference to get credits for his certification.

WASTEWATER DEPARTMENT REPORT

NONE

PARKS AND RECREATION REPORT

NONE

RD Miller and associates were in attendance to introduce their abatement company.

FINANCIAL REPORT

Trustee Marlys Kossman made the motion to accept the financial report as given. Trustee Clare Loughfrey seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Bills were not taken to Senior Center they will be email to each council member.

At 7:51 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 7:51 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

April 12, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday April 12, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 306 Main Ave & via Zoom. Trustees Clare Loughrey, Marlys Kossman, Daymond Deatrich, Jeremy Isenbart, Chuck Kinkel and Tami Witt were present. Employees present were Justin Crisp, Terry Jaques, Julie Dieckman and Doris King. At 6:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

Attending via zoom were Emily Strunk, Ericka Saffer, Geoff Andersen, Loudon Hornung, Krista Hatfield and Larry Fagerlund.

PUBLIC AUDIENCE

Brian Witt

Jennifer Flynn

Emery Jennings

APPROVE MINUTES

Trustee Marlys Kossman made the motion to approve the minutes from the March 08, 2021 Regular Meeting with corrections being made. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

OLD BUSINESS

1. An update from Lincoln Community Hospital was emailed to the council by Erika Saffer. Erika discussed the current COVID status and vaccine program. Erika also reported on staff and service changes at Lincoln County Hospital. Erika reported the Trauma Team from LCH was recognized by the Colorado Trauma Network as the Agency of the Year, Erika stated it is with the help of the ambulance crews from Seibert and Flagler that this achievement was possible.
2. Discussion was held regarding vacating the alley at 902 Ouray. Randy, Pam and Gary Fagerlund were present. The Fagerlund family had legal council (Geoff Anderson) and Larry Fagerlund via zoom. Fagerlunds presented a memo from Mr. Anderson stating Town of Flagler does not own the alley in block 3 Epperson's Addition. This memo was handed out to each council member as well as the mayor, town clerk and town manager. Both sides brought up points but no agreement was made. Mayor Bredehoft stated he did not feel an agreement was going to be made and did not want to vacate the alley. Bredehoft stated let the attorneys handle this. Trustee Kinkel state let Stan Kimble know how the meeting went and move on from there.
3. Clerk King explained the invoice for the ambulance service for \$2,598.00 was for Kolbey Santala when he was involved in a wreck with a town vehicle. The invoice was sent to the towns insurance and paid to Marc Santala 10/29/2020 along with payment for his vehicle that was involved. One Beacon's adjuster spoke to Santala on 10/28/2020 and explained the unpaid medical bills would be his responsibility as the insurance payment would be sent to him. King paid the invoice because as of February 9th it had not been paid and Santala now owes the town \$2,598.00. The council asked King to bill Santala for the invoice.
4. Town Manager explained he had contact GMS regarding issues and potential solution to help mitigate the drainage problems recently being experienced at the north lift station located on the south side of 11th Street between Navajo and Main. GMS submitted a cost estimate the cost of this would not exceed \$2,950.00. After discussion Trustee Daymond Deatrich made the motion to accept the bid from GMS to shoot elevations along 11th street and area surrounding the lift station, prepare technical memo on findings and recommendations and prepare a construction cost estimate for the recommended findings not to exceed \$3,000.00 in cost. Trustee Clare Loughrey seconded the motion. Motion passed and carried.
5. The cost of building permits was discussed. Both Trustee Witt and Town Manager Crisp presented comparisons from around the area and details concerning building permits. Discussion was held and Trustee Chuck Kinkel made the motion to raise the cost of building permits for single family home to \$300.00 with ½ of fee refundable upon receiving a to scale mapping of water & sewer lines, fence permit to .07 per linear foot and outbuildings with no plumbing to .10 per square foot. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

NEW BUSINESS

1. King presented a liquor license renewal application for the American Legion. Trustee Chuck Kinkel made the motion to approve the liquor license application for the American Legion. Trustee Tami Witt seconded the motion. Motion passed and carried.
2. Summer help wages were discussed. Hiring a full time Recreation Director was also discussed.
3. Discussion was held regarding the pool for the upcoming season and because of the renovation plans the pool will not be open this year.

- 4. King reported having trouble with Principle trying to get employees enrolled. King asked to move the town's retirement to Compass Financial. It was agreed to get details.
- 5. Emily Strunk and Julie Dieckman have completed 90 days probation period. After discussion Trustee Marlys Kossman made the motion to increase Strunk and Dieckman from \$13.00 to \$13.50 per hour. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

MANAGER REPORT

- 1. Town Manager Justin Crisp reported Jon Smithburg would fill the empty position on the zoning board left.
- 2. Crisp reported vandalism at the town park on 2/13/21. A four-wheeler was driven in the park tearing up the grass and sprinkler heads. This was reported to Kit Carson Sheriff's Office.
- 3. Crisp discussed installing a new sewer service for 420 East 3rd Street. The sewer in low in this area and would require a lift station. Crisp discussed using the lift station at 329 Ruffner, owned by C&B Storage. Crisp suggested the town install the new service into that lift station and the town take over cost of marinating and operating of that lift station. Crisp is to get further information.
- 4. Crisp discussed alleys and streets south of Railroad.

TOWN CLERK

- 1. King reported she was much better and could return to work on Tuesday but was not sure she could work full days as of yet. Trustee Kinkel asked that she be retested before she returned. King agreed she would.

TRASH DEPARTMENT

- 1. Crisp reported the trash truck had been repaired.

**STREET DEPARTMENT
NONE**

WATER

- 1. Crisp reported water test had been in compliance.
- 2. Crisp reported Terry Fowler and Terry Jaques would be attending Colorado Rural Water Conference in April to get credits for their certifications.

WASTEWATER DEPARTMENT REPORT

- 1. Terry Jaques wastewater technician reported all testing and operation was in compliance and no problems.

PARKS AND RECREATION REPORT

- 1. Trustee Jeremy Isenbart reported some supplies were needed for baseball. He is to get those ordered this week.
- 2. Isenbart discussed needing porta potties for baseball game. He will check into what is available.
- 3. Isenbart is working on getting shirts & hats ordered for baseball.

FINANCIAL REPORT

Trustee Tami Witt made the motion to accept the financial report as given. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Trustee Daymond Deatrich made the motion to approve bills and coding as presented. Trustee Tami Witt seconded the motion. Motion passed and carried.

At 8:17 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:17 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

May 10, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday May 10, 2021 for the REGULAR MEETING at 7:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Chuck Kinkel and Tami Witt were present. Employees present were Justin Crisp and Doris King. At 7:00 PM Mayor Thomas Bredehoff called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Tami Witt made the motion to approve the minutes from the April 12, 2021 Regular Meeting. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Emery Jennings

Emery Jennings asked the council what could be done to have the trailer house at 10th Street & Ouray. The council agreed the trailer is in bad repair and needs to be removed. Council agreed to find who the owner is and contract them regarding the issue.

OLD BUSINESS

1. An update from Lincoln Community Hospital was given to the council by Erika Saffer. Erika discussed the Orthopedic Specialist thru the Specialty Clinic, myths regarding the COVID vaccine and the Employee Spotlight program.
Saffer left at 7:08 PM
2. Gary Elrick and Justin Crisp discussed the zoning boards meeting and changes to the building permit application form and fee. The zoning board members are Gary Elrick, President, Chad Crisp, Vice President, Jon Smithburg, Secretary, Laurie Sorenson. The new form was presented to council. After review the board made changes to be added to new form.
Gary Elrick left the meeting at 7:40 PM

NEW BUSINESS

1. King presented a liquor license renewal application for the Flagler Golf Course. Trustee Daymond Deatrich made the motion to approve the liquor license application for the American Legion. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
2. A copy of the May 03, 2021 minutes was presented for the record.
3. Resolution TOF RES 129 was presented increasing the cost of building permit applications. Trustee Chuck Kinkel made the motion to adopt TOF RES 129 increasing the cost of building permit application to \$500.00 for commercial, \$400.00 for multifamily homes, \$300.00 for single family homes, out buildings to .10 per square foot, additions to .25 square foot, fence permit to .07 per linear foot and demolition permit to \$15.00 with up to ½ of the home permit refundable once a high quality detailed drawings of sewer and water are provided to the town. Also make the noted changes in the building permit application form. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

MANAGER REPORT

1. Town Manager Justin Crisp reported GMS Engineering had inspected the lift station at Main & Road V on April 23rd and would have a report soon.
2. Most vendors are using force majeure clause which is unforeseeable circumstances that prevent someone from fulfilling a contract. Building materials are being backordered and bids are only honored for a short time. Making it hard to get needed parts for some of the local projects currently.
3. Crisp discussed with Brad Stone and summer help the park mowing would be handled.

TOWN CLERK

1. King discussed starting a Cafeteria Plan for Employee Medical Expenses. This process saves the employees and Town money on taxes. The council ask for further details to be brought back to the June meeting.
2. King gave report on the Food Pantry Program
3. King reported David Green had started receiving reports for the 2020 audit.
4. King reported two community wide garage sales were planned for this summer May 28th & 29th and July 2nd & 3rd.
5. King reported Summer Reading would be held in person as well as online.
6. A cleanup week was discussed, there are no plans for this year.

TRASH DEPARTMENT

None

STREET DEPARTMENT

- 1. Crisp reported the street work scheduled for this year had been pushed back until July.

WATER

- 1. Crisp reported lead and copper test were due this month.
- 2. Crisp reported Terry Fowler and Terry Jaques had attended Colorado Rural Water Conference in April to get credits for their certifications.

WASTEWATER DEPARTMENT REPORT

None

PARKS AND RECREATION REPORT

- 1. Trustee Jeremy Isenbart reported hats, shirts and new uniforms had been purchased. Isenbart gave a report on the fields, lights, bases and work that needed to be done.

FINANCIAL REPORT

Trustee Daymond Deatrich made the motion to accept the financial report as given. Trustee Clare Loughfrey seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Trustee Tami Witt made the motion to approve bills and coding as presented. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

At 8:37 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:37 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

June 14, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday June 14, 2021 for the REGULAR MEETING at 7:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Chuck Kinkel, Marlys Kossman and Tami Witt were present. Employees present were Justin Crisp, Brad Stone and Doris King. At 7:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Tami Witt made the motion to approve the minutes from the April 12, 2021, Regular Meeting. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Troy Kindley

OLD BUSINESS

1. An update from Lincoln Community Hospital was given to the council by Erika Saffer. Erika discussed Lincoln Community Hospitals support for law enforcement agencies which serve Eastern Colorado. Erika announced that LCH would have a new doctor on staff July 1. Dr Sean Buck, who is a hospitalist, will be coming to join the staff. Saffer also discussed the Employee Spotlight program.
Saffer left at 7:10 PM

NEW BUSINESS

1. King reported the \$3,00.00 donation to AFCSD swimming pool had been made.
2. Chuck Kinkel reported High Plains Bank had offered to pay for a housing study to be done to determine the housing needs of Flagler. Gray Hare Analytical is researching for a company and cost to do this study.
3. King presented a liquor license renewal application from Flagler Liquor. After discussion Trustee Jeremy Isenbart made the motion to approve the renewal application from Flagler Liquor. Trustee Marlys Kossman seconded the motion. Motion passed and carried.
4. Recreation Director Brad Stone reported on summer baseball. Stone also reported surveys were posted on Facebook and Flagler's website for basketball and football programs. There has been incredibly positive response to the surveys. This would be 8-man tackle football for 3rd & 4th grade as well as 5th & 6th grade. Stone will bring cost of equipment to the July meeting for further discussion.
5. King reported Flagler would be getting \$137,991.02 from Colorado Department of Local Affairs. These funds are through the American Rescue Plan through the federal government. The funds may be used for
 - Support Public Health Expenditures
 - Address Negative Economic Impacts Caused by Public Health Emergency
 - Replace Lost Public Sector Revenue
 - Provide Premium Pay for Essential Workers
 - Invest in Water, Sewer and Broadband InfrastructureKing reported the application for funds had been filed and 1/2 of the funds should arrive in 5 to 10 days the other 1/2 in no less than 1 year. King was asked to place the funds in a savings account.
6. King reported moving retirement funds to a new company could not be done until January 1, 2022.
7. King ask council if they had reviewed the prefab tiny home sent by Bryan Edwards for approval. It was the consensus of the council it fit the detail in the tiny home ordinance and Edwards could move forward with plans.
8. Resolution TOF RES 130 was discussed and tabled for later.

MANAGER REPORT

1. Town Manager Justin Crisp reported GMS Engineering had completed the hydrology report on the lift station at Main & Road V and would be sending that and a cost estimate soon.
2. Crisp reported oil for asphalt was being rationed at this time and would push street repairs back a couple of weeks most likely.

TOWN CLERK

- 1. King reported she was continuing the audit with Green and Associates
- 2. King gave report on the Food Pantry Program, Flagler Pantry has been approved to have CSFP (Senior Boxes) delivered to Flagler monthly beginning in July. But the application for becoming a distribution site for TFAP groceries has not been approved. But an application with Flagler Baptist Church sponsoring Flagler Food Pantry had been filed with Food Bank of the Rockies.
- 3. King reported on Summer Reading.
- 4. King reported the hospital building had been treated by Terminix for termites and other insects.
- 5. King reported she had filed a letter of intent for State Historical Funds to file for a grant in August 2021.
- 6. King reported the contract with NexTech wireless to have a cell phone antenna on the water tower would expire December 2021. NexTech wants to change the contract to month to month rather than five-year lease. It was the consensus of the council to agree to the change in the contract.
- 7. King asked if any changes needed to be made before having the new building permits printed. No changes were requested.

TRASH DEPARTMENT

None

STREET DEPARTMENT

Taken Care of Earlier in Meeting

WATER

- 1. Crisp reported the Consumer Confidence Report was completed, filed with state and no violations reported.

WASTEWATER DEPARTMENT REPORT

None

PARKS AND RECREATION REPORT

- 1. Trustee Jeremy Isenbart reported Cal Ripken was winding down and had went well. The lights at the baseball field will be repaired later this week.

FINANCIAL REPORT

Trustee Chuck Kinkel made the motion to accept the financial report as given. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Trustee Marlys Kossman made the motion to approve bills and coding as presented. Trustee Clare Loughfrey seconded the motion. Motion passed and carried.

At 8:26 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:26 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

July 12, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday July 12, 2021 for the REGULAR MEETING at 7:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Chuck Kinkel, Marlys Kossman and Tami Witt were present. Employees present were Justin Crisp, Brad Stone, Emily Strunk and Doris King. At 7:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Tami Witt made the motion to approve the minutes from the June 14, 2021, Regular Meeting. Trustee Daymond Deatrich seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Wesley Haggerton Jr.

OLD BUSINESS

1. An update from Lincoln Community Hospital was emailed to the council by Erika Saffer. Council reviewed the update.
2. Della Calhoon Emergency Manager for Kit Carson County explained that TOF-RES 130 updated the agreement with FEMA in case of public emergency. This is necessary to receive FEMA funds after an emergency or disaster. After discussion Trustee Chuck Kinkel made to motion to adopt TOF-RES 130 Trustee Tami Witt seconded the motion. Motion passed and carried. Calhoon left the meeting at 7:10.
3. Recreation Director Brad Stone presented the cost of equipment to start a Little League Football Program. Stone also had samples of the equipment. Stone explained that cost of equipment will be \$250.00 per participant and would be the parents' responsibility, insurance will be \$17.00 per child paid to the league. Practice would begin August 16 and games beginning early September. After discussion Trustee Jeremy Isenbart made the motion to approve the Little League Football Program, Trustee Marlys Kossman seconded the motion. Kossman, Isenbart, Deatrich, Loughrey, Witt voted Yea, Kinkel voted nay.

NEW BUSINESS

1. High Plains Bank presented a proposal to build a metal gazebo structing in Lavington Park as well as update the retaining wall at the town park. Trustee Chuck Kinkel made the motion to allow High Plains Bank to move forward on planning of these projects. Trustee Daymond Deatrich seconded the motion. Motion passed and carried.
2. Emily Strunk discussed the benefits of creating a cafeteria plan for the employees' medical expenses. After discussion Trustee Kinkel asked to get a cost associated with a plan administration company and bring back details at a later meeting.
3. King reported the retirement plan can not be changed until Jan 1, 2022, and Tye Amendt could not be on the signature card at the bank. Amendt also felt leaving the money in a savings account until then with the employees' approval would be fine.
4. Brad Stone discussed holding an End of Summer Event Day for the area kids. Council agreed they approved this event.
5. Garage flooding at 419 Quandary was tables for the August 9th meeting.
6. Wesley Haggerton Jr. explained he would like to build a 420 Emerald Oasis Entertainment community on the land offered by Flagler. This would be a cannabis friendly entertainment center built and operated on membership fees. No action was taken. Haggerton left the meeting at 8:20.
7. Trustee Kinkel stated he was ask by legionnaires why Flagler Town Hall did not have an American Flag display outdoors. Consensus of the council that if they would like to install a flagpole it was agreeable with the council.

MANAGER REPORT

1. Town Manager Justin Crisp some of the street maintenance had been completed but repair was stopped until harvest is over.
2. Crisp reported he spoke with GMS regarding the drainage at Main Ave & County Road V. Should get a report and estimate on this project soon.
3. Crisp reported the toilet at the medical clinic was replaced.

TOWN CLERK

1. King reported she would attend a webinar on Tuesday regarding a grant for the library.

- 2. King reported she would attend a webinar on Friday regarding a Main Street Grant.
- 3. King gave report on the Food Pantry Program, with sponsorship from the Flagler Baptist Church, Flagler Food Pantry was approved to order groceries from Food Bank of the Rockies and would have a distribution July 22nd with this program.
- 4. King requested vacation time off July 26-30.

TRASH DEPARTMENT

None

STREET DEPARTMENT

Taken Care of Earlier in Meeting

WATER

- 1. Crisp reported he had Timber Line Electrical out to research and repair a problem with the SCADA system, and it was working fine at this time.

WASTEWATER DEPARTMENT REPORT

- 1. Crisp reported there had been a plug in a cell at the plant, this has been taken care of.

PARKS AND RECREATION REPORT

- 1. Report was given there were enough participants to have 3 and maybe 4 softball teams.

FINANCIAL REPORT

Trustee Clare Loughrey made the motion to accept the financial report as given. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Trustee Tami Witt made the motion to approve bills and coding as presented. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

At 8:45 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:45 PM

{seal}

MAYOR PRO TEM

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

August 09, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday August 9, 2021 for the REGULAR MEETING at 7:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Chuck Kinkel, Marlys Kossman and Tami Witt were present. Employees present were Justin Crisp, Brad Stone, Emily Strunk and Doris King. At 7:00 PM Mayor Pro Tem Tami Witt called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Chuck Kinkel made the motion to approve the minutes from the July 12, 2021, Regular Meeting. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Troy Kindley

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer. Saffer left the meeting at 7:04PM

NEW BUSINESS

1. David Green presented the draft financials for the 2020 audit followed by discussion of his findings. Mr. Green explained TOF RES- 132 transferring appropriations within various funds would have to be adopted. This resolution transfers \$29,333.00 from General Fund to Garbage to offset deficiencies in 2020. Trustee Chuck Kinkel made the motion to adopt RES-131 transferring \$29,29,333.00 from General Fund to Garbage to offset deficit in 2020. Trustee Daymond Deatrich seconded the motion. Motion passed and carried. Trustee Clare Loughrey made the motion to accept the 2020 audit as presented. Trustee Marlys Kossman seconded the motion. Motion passed and carried.
2. Jerry Woodcock from Haven House via Zoom gave a presentation on a precast home site. Woodcock discussed interest in 3.33 acres of land to build his business. The precast home would be self-sustainable. Woodcock needed further information on the soil type and drainage before his plans can be completed.
3. Reynaldo Bonds, COO of 6IX Hemp Inc. and his partner Justynn Hammond via Zoom gave presentation on a proposed business. Mr. Bonds plans include cultivating, processing, and manufacturing industrial hemp.

OLD BUSINESS

1. Emily Struck presented a quote for administration costs for a Flexible Spending Account for Medical Expenses and Health Reimbursement Arrangement. Annual cost of these plans will be \$500.00 setup and renewal, with \$100.00 participant fee monthly. After discussion Trustee Chuck Kinkel made the motion to accept the quote from FLEX and proceed with these programs. Trustee Clare Loughrey seconded the motion. Motion passed and carried.
2. Trustee Kinkel reported Gray Hare Analytics had returned a quote for the housing survey and The High Plains Bank would provide the funding. Trustee Daymond Deatrich made to motion to have Gray Hare Analytical move forward on the housing survey at no cost to the town. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

NEW BUSINESS

1. Recreation Director Brad Stone gave report on the football program. Lack of applicants caused the program to be tabled for this season but will be looked at for next summer.
2. Stone reported on the Flagler Day's Celebration to be held August 28th. Discussion was held regarding continuing of the Recreation Department, consensus of the board Brad Stone will stay as Recreation Director if there are ongoing recreation programs or events. Trustee Chuck Kinkel made the motion to keep Brad Stone as Recreation Director allow him to have programs or events with the cost being \$500.00 or less, anything over that will have to be board approved. Trustee Clare Loughrey seconded the motion. Motion passed and carried.
3. Collection of past due accounts and properties being sold with unpaid bills was held. Further information will be collected for a future meeting.
4. Res TOF RES-31 allowing Flagler to apply for Main Street is Open Funds was discussed. Trustee Daymond Deatrich made to motion to adopt TOF RES-31. Trustee Marlys Kossman second the motion. Motion passed and carried.
5. Discussion was held on applying for a Special Event License to allow a Beer Garden at the Town Park for Flagler Days. After discussion Trustee Daymond Deatrich made the motion to

approve a Special Events License for Flagler Days. Trustee Clare Loughrey seconded the motion. Motion failed unanimously with all trustees voting nay.

MANAGER REPORT

- 1. Town Manager Justin Crisp reported sewer cleaning would continue/
- 2. Crisp reported on the memorandum from GMS regarding the drainage at Main Ave & County Road V. Crisp is going to study the situation further for discussion later.

Brad Stone, Emily Strunk and Troy Kindley left at 9:15 PM

TOWN CLERK

- 1. King reported Flagler was given \$4,500.00 grant for the library. King explained the funds were spent for new computers, chairs, printers, and technology for the library.
- 2. King reported she had applied with State Historical Fund for a grant to complete the outside of the Hospital Building and would know December 1st if it was approved.

TRASH DEPARTMENT

None

STREET DEPARTMENT

Taken Care of Earlier in Meeting

WATER

WASTEWATER DEPARTMENT REPORT

PARKS AND RECREATION REPORT

FINANCIAL REPORT

No financial report was presented due to the audit.

APPROVAL OF BILLS & CODING

Trustee Marlys Kossman made the motion to approve bills and coding as presented. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

At 9:45 PM Mayor Pro Tem Witt declared the meeting adjourned.

Meeting adjourned at 9:45 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

September 13, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday September 13, 2021 for the REGULAR MEETING at 7:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Marlys Kossman and Tami Witt were present. Employees present were Justin Crisp, Emily Strunk and Doris King. At 7:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Marlys Kossman made the motion to approve the minutes from the August 09, 2021, Regular Meeting. Trustee Clare Loughrey seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer.
2. Drainage at 419 Quandary was tabled.
3. 6ix Hemp was present via zoom to discuss further plans to bring a hemp business to Flagler.

NEW BUSINESS

1. Trustee Daymond Deatrich made the motion to appoint Doris King as Budget Officer for the 2022 Financial Budget. seconded the motion. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
2. Trustee Clare Loughrey made the motion to appoint Doris King as Election Officer for the 2022 Municipal Election. Trustee Tami Witt seconded the motion. Motion passed and carried.
3. Discussion was held regarding a Covid Bonus for employees. Trustee Chuck Kinkel had mentioned to the Mayor and Council Members he would support giving each employee a \$2,000.00 Covid Bonus and offer an additional \$500.00 to each employee who received the Covid Vaccine. Discussion was held regarding this suggestion. After discussion Trustee Marlys Kossman made the motion to give the four full time employees a bonus of \$2,000.00. Trustee Clare Loughrey seconded the motion. Motion passed with Trustees Isenbart, Loughrey & Kossman voting yea Trustee Witt and Deatrich voting nay.
Trustee Kossman made the motion to bonus Emily Strunk and Terry Jaques \$1,500.00, employee Brad Stone and Pam Loutzenhiser \$500.00. Motion died for lack of second.
Trustee Marlys Kossman made the motion to bonus Emily Strunk and Terry Jaques \$1,500.00. Trustee Clare Loughrey seconded the motion. Motion passed with Trustees Isenbart, Loughrey & Kossman voting yea Trustee Witt and Deatrich voting nay.
4. Trustee Daymond Deatrich made the motion to open a savings account at High Plains Bank for the Recreation Department in the amount of \$1,429.72 from the Flagler Day Celebration. Trustee Tami Witt seconded the motion. Motion passed and carried.
5. Trustee Marlys Kossman made the motion to remove the Town of Flagler from the Flagler Community Development checking account. Trustee Tami Witt seconded the motion. Motion passed and carried.
6. Trustee Tami Witt made the motion to enroll in Cash Management Tools Program through the High Plains Bank at a fee of \$30.00 per month so the Town can offer Direct Deposit to employees. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
Trustee Tami Witt made the motion to appoint Emily Strunk as the administrator of the Cash Management Program. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
7. Trustee Clare Loughrey made the motion to move the meeting time to 6:00 PM for fall and winter. Trustee Marlys Kossman seconded the motion. Motion passed with Trustee Isenbart, Loughrey, Deatrich and Kossman voting yea. Trustee Tami Witt voting nay.

MANAGER REPORT

1. Town Manager Justin Crisp reported an ordinance regarding snow removal policies needed to be addressed. It was the consensus of the council to have an ordinance written addressing this issue. This will be read at the October meeting.
2. Crisp discussed the installing concrete pipe to correct the drainage problem at Main & Road V. This project will require closing road V to traffic at times. The repair is being planned for October 25 through October 27th.

TOWN CLERK

- 1. King reported the Library Grant actually was \$5,000.00.
- 2. King reported she had worked with Apryl Huelskamp and applied for grants for local businesses through Main Street is Open Grant Program.
- 3. King reported of the Food Bank.
- 4. King reported a part had been ordered for the park bench.

TRASH DEPARTMENT

- 1. Crisp reported the new trash truck was out of service because of a leaking water pump.

STREET DEPARTMENT

- 1. Crisp reported the street maintenance was complete for this year.
- 2. Crisp reported normal maintenance would continue after homecoming.

WATER

- 1. Crisp reported chlorine is beginning to be hard to get and he is ordering ahead when possible.

WASTEWATER DEPARTMENT REPORT

- 1. Crisp reported there had been an issue with the north lift station.

PARKS AND RECREATION REPORT

- 1. Emily Strunk gave the recreation report, the committee is planning a Talent Show in October, Pancake breakfast October 3rd, Basketball Camp in November, Thanksgiving pot luck and Christmas Event.
Tentative date for Flagler Days is May 14th and August 20th, 2022.

FINANCIAL REPORT

No financial report was presented due to completing software conversion.

APPROVAL OF BILLS & CODING

Trustee Tami Witt made the motion to approve bills and coding as presented. Trustee Marlys Kossman seconded the motion. Motion passed and carried.

At 8:54 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:54 PM

{seal}

MAYOR

CLERK

DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

October 11, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday October 11, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Chuck Kinkel and Tami Witt were present. Employees present were Justin Crisp, Emily Strunk and Doris King. Also in attendance Justynn Hammond, Reynaldo Bonds, Derek Dykstra and Erika Saffer. At 6:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Jeremy Isenbart made the motion to approve the minutes from the September 13, 2021, Regular Meeting. Trustee Clare Loughrey seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer. Saffer left the meeting at 6:12 PM
2. Reynaldo Bonds and Justynn Hammond were in attendance to provide further information on the 6ix Hemp plan proposed for Flagler. Cindy Chadwick and Laura Baily were in attendance via Zoom. Bonds and Hammond left the meeting at 6:53 PM
3. Ordinance #22 (Rules and Regulation regarding the Waterworks Department) TOF RES 133 (amending Ordinance #22) was presented defining the collection and placing liens on properties of delinquent accounts. After discussion Trustee Tami Witt made the motion to adopt TOF RES 133. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.
4. An agreement between Joe and Renee Fritzler was presented. After the agreement was reviewed the council agreed to have the letter presented to the Fritzlers.

NEW BUSINESS

1. Derek Dykstra (CEAD Farms) explained he had signed a contract on a piece of property out of the town limits of Flagler. This property has limited water supply and Dykstra had explored all available options to increase the water with no solutions. Dykstra questioned if it would be a possibility to purchase water from Flagler if CEAD Farms were to install a pipeline at their cost. Discussion was held, the council took a straw vote and 4 yea, and 1 undecided vote were spoken. Both Dykstra and the council agreed to have legal documents written by an attorney.
2. A Liquor License Renewal Application for Loaf N Jug was presented. Trustee Tami Witt made the motion to approve the application for renewal of Loaf N Jug's liquor license. Trustee Daymond Deatrich seconded the motion. Motion passed and carried.
3. A draft budget was presented for 2022. The draft was reviewed and will be continued at the November and December meetings. Budget will be adopted at the December 13th meeting. In discussion King and Strunk were directed to hire someone to do the cleaning of Town Hall.
4. The E911 Telephone Authority Intergovernmental Agreement with Kit Carson County was reviewed. After review Trustee Chuck Kinkel made the motion to adopt the E911 agreement. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

MANAGER REPORT

1. Crisp reported 11th Street drainage problem would be addressed on October 25 & 26th.
2. Crisp reported Eastern Slope Rural Telephone would begin installing fiber internet to homes this week.
3. Crisp reported a fire hydrant was install south of Flagler Golf Course last week.
4. Crisp reported park sprinklers would be turned off in the up coming week.

TOWN CLERK

1. King reported House Bill 21-1312 may impact the property income. King will do further research.
2. King reported the current cyber insurance policy was not going to renew this year but Gordon Insurance will find a new policy.
3. King reported the grant application filled by Apryl Huelskamp had received partial funding.
4. King reported her and Emily Strunk were working to finalize conversion to Denali Software.

TRASH DEPARTMENT

1. Crisp discussed trading the trash truck in on a new truck. No action was taken.

- 2. Crisp reported the trash truck had hit a power pole and damaged electrical service to a residence in Arriba and would have to be repaired.

STREET DEPARTMENT

- 1. Town Manager Justin Crisp reported street patching and crack filling will begin.
- 2. Crisp reported 4th Street between Main and Loveland would be closed October 15th from 4-8 PM for Boho Fall Festival.

WATER

- 1. Crisp reported a well had went down at 1:30 AM 10/11 but had been taken care of and pressure had returned to normal.
- 2. Crisp reported water parts and meters were going to be out of stock till possibly October of 2022. Crisp reported he had obtained parts to try to get through this period.
- 3. Crisp reported he has a meeting with CDHP regarding the upcoming sanitary survey.
- 4. Crisp reported a leg at the water tower needed some repair.
- 5. Crisp reported the backflow prevention valves had been checked for the year.

WASTEWATER DEPARTMENT REPORT

NONE

PARKS AND RECREATION REPORT

- 1. Brad Stone gave the recreation report, the committee is planning had a good turnout for the pancake breakfast. Plans are in progress for Parents Night Out, Youth Basket Ball Camp and are team, Thanksgiving Potluck, Christmas Gala as well as helping the Booster Club with a parade of lights.

FINANCIAL REPORT

No financial report was presented due to completing software conversion.

APPROVAL OF BILLS & CODING

Trustee Chuck Kinkel made the motion to approve bills and coding as presented. Trustee Tami Witt seconded the motion. Motion passed and carried.

At 8:58 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:58 PM

{seal}

_____MAYOR

_____CLERK

_____DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

November 8, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday November 8, 2021 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Daymond Deatrich, Jeremy Isenbart, Marlyss Kossman, and Chuck Kinkel were present. Employees present were Justin Crisp, and Emily Strunk. Also in attendance Erika Saffer and Alex Arellano. At 6:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Chuck Kinkel made the motion to approve the minutes from the October 11, 2021, Regular Meeting. Trustee Marlyss Kossman seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer. Town residents who have questions about Medicare advantage plans should review the website or call Jennifer Rapp 719-743-2421. Saffer left the meeting at 6:08 PM
2. The matter to sell water to CEAD Farms LLC was discussed by the Trustees. Trustee Chuck Kinkel made a motion to accept the CEAD water proposal and for the Town to sell water to CEAD Farms. Trustee Marlyss Kossman seconded the motion. Motion failed unanimously.
3. Drainage on Road V is not feasible due to Black Hills Energy stating that the high-pressure gas main was too close. Town Manager will discuss retaining wall with the engineers. The Manager will check with the county to sell the drainage pipe the Town purchased for the project.

NEW BUSINESS

1. Alex Arellano with Grey Hare Analytics reviewed the Request for Proposals that was sent out for the Town of Flagler housing survey. They have received confirmation from two companies, and one proposal to complete the survey. Ms. Arellano presented a project by Lincoln County Economic Development, Mr. Troy McCue called Energize Colorado. They are looking for 5-10 communities. The Trustees asked Ms. Arellano to look into this project and complete the

survey she mentioned for the benefit of the Town of Flagler. Ms. Arellano left the meeting at 6:43PM

2. A Motion was made by Trustee Marlyss Kossman to approve the draft budget. The motion was seconded by Trustee Clare Loughrey. The final budget will be presented at the next meeting for the December 15 deadline. The motion carried unanimously.

MANAGER REPORT

1. Crisp reported the fiber optics placement with ESRTA was going very well. He is completing about 35/40 line locates per week.
2. Crisp reported the Christmas light project started this week with the plans to be completed by Thanksgiving.

TOWN CLERK

Assistant Town Clerk Emily Strunk reported for Town Clerk Doris King.

1. Strunk reported that Paul Murphy turned a letter into Townhall rescinding his offer to the Town to purchase the 10 feet of land. Trustees discussed and asked Strunk to research the minutes and possible payment transactions and report back to Town Manager Crisp.
2. Strunk reported that a donation was received by the Ladies group of \$800.00 for hams.
3. Strunk reported that Clerk Doris King is researching and applying for grants for the Town playground in the amount of \$129,000.
4. Strunk reported that a hire had been made pursuant to last month's meeting regarding a part-time person for cleaning. Mayor Bredehoft would like to schedule an interview before she is fully hired.

TRASH DEPARTMENT

1. Crisp discussed the plan to trade in and purchase of a new trash truck in 2022.

STREET DEPARTMENT

1. Crisp reported that there is some patching to complete
2. Crisp reported the manholes will be raised up and a valves will be completed this week
3. Crisp reported that he is planning chip sealing for next year and is beginning the scheduling/bidding process.

WATER

1. Crisp reported November testing came back absent for any contamination.
2. Crisp reported that the road crew found two broken water lines so far.
3. Crisp reported lead and copper testing will happen in the next two- three weeks. State of Colorado has reduced the frequency of testing requirement for the Town of Flagler from 20 every 6 months to 10 every 6 months.
4. Crisp reported that he has ordered parts for water system in preparation for future needs based on the digging happening now as well as the supply

problems that are experienced at this time. Crisp estimates the cost at \$2,000 - \$3,000.

WASTEWATER DEPARTMENT REPORT

1. Crisp reported that there is nothing to report from Terry Jacques

PARKS AND RECREATION REPORT

1. Trustee Isenbart reported that Recreation has basketball camp this week
2. Trustee Isenbart reported that the Thanksgiving Potluck was scheduled for November 20.

FINANCIAL REPORT

1. Strunk reported that there are still some technical software issues, reconciling for each month of 2021 continues for the first quarter of 2021 due to the conversion. However, the YTD information is accurate but conversion scrubbing is ongoing. Trustee Chuck Kinkel made a motion to approve the financial report. Trustee Jeremy Isenbart seconded the motion. Motion carried unanimously.

APPROVAL OF BILLS & CODING

1. Trustee Marlyss Kossman made the motion to approve the bills, debit card purchases and coding. Trustee Clare Loughrey seconded the motion. The motion carried unanimously.

At 7:20PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 7:20 PM

_____ MAYOR
_____ CLERK
{seal} _____ DATE APPROVED

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION
&
BUDGET HEARING

December 13, 2021

The Board of Trustees for the Town of Flagler, Colorado met Monday December 13, 2021 for the **REGULAR MEETING & BUDGET HEARING** at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Clare Loughrey, Jeremy Isenbart, Chuck Kinkel and Marlys Kossman were present. Employees present were Justin Crisp, Brad Stone, Emily Strunk, and Doris King. At 6:00 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Chuck Kinkel made the motion to approve the minutes from the November 08, 2021, Regular Meeting. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer.
2. The 2022 Budget was discussed and balanced.

NEW BUSINESS

1. Trustee Chuck Kinkel made the motion to accept the letter of engagement with Green & Associates for the 2021 Audit. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
2. King presented a quote for health insurance coverage from Anthem. The policy cost will increase by 1.27% for a policy similar to the present policy. Trustee Clare Loughrey made the motion to accept the quote from Anthem for insurance coverage in 2022. Trustee Marlys Kossman seconded the motion. Motion passed and carried.
3. Employee Christmas Bonuses were discussed after discussion. Trustee Chuck Kinkel made the motion to approve \$3,100.00 in Christmas Bonuses. Trustee Marlys Kossman seconded the motion. Motion passed and carried. Justin & Doris 600.00, Steve, Terry Jaques and Terry Fowler \$400.00, Emily \$350.00, Brad \$250.00 and Pam \$100.00.
4. Employee wage rates for 2022 were discussed, after discussion Trustee Chuck Kinkel made the motion to increase employee wages as noted, Justin Crisp 4%, Doris King 4%, Steve Nichols 3.7%, Terry Fowler 3%, Terry Jacques 4%, Emily Strunk 3.6%, Brad Stone 4%.
5. The position of cleaning and library help was discussed, Trustee Chuck Kinkel made the motion to hire Adriana Bolen at pay rate of \$12.50 for 20 to 25 hours per week starting immediately. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

BUDGET HEARING

Mayor Bredehoft opened the Budget Hearing for Public Comment at 7:31. No Public Comment was given. The Budget hearing was closed at 7:32

NEW

1. Trustee Marlys Kossman made the motion adopt TOF RES 132 certifying the 2022 Mill Levy at 34.753. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.
2. Trustee Chuck Kinkel made the motion to adopt TOF RES 133 adopting the 2022 budget. Trustee Clare Loughrey seconded the motion. Motion passed and carried.
3. Trustee Chuck Kinkel made the motion to adopt TOF RES 134 appropriating funds budgeted for 2022. Trustee Marlys Kossman second the motion. Motion passed and carried.
4. Trustee Jeremy Isenbart made the motion to adopt TOF RES 135 expending funds budgeted for 2022. Trustee Clare Loughrey seconded the motion. Motion passed and carried.

MANAGER REPORT

1. Crisp reported the company installing the fiber lines were doing a great job. Crisp is having to do 44 or more line locates per day.
2. Crisp reported any potholes or cut outs done by them would be repaired with a one-year warranty.

TOWN CLERK

- 1. King asked to have the town’s vision insurance policy moved to the same broker as the health insurance. It was agreed by council this move should be made.
- 2. King reported the grant application to SHF for the north and west side of the hospital was not funded in this round. King will apply with DOLA and try to get the funds there.
- 3. King reported she has started working on a grant to upgrade the park.
- 4. King reported the x-ray machine at the clinic needs to be replaced and she will begin working on a grant for that.

TRASH DEPARTMENT

- 1. Crisp discussed trading the trash truck in on a new truck. No action was taken.
- 2. Crisp reported the trash truck had hit a power pole and damaged electrical service to a residence in Arriba and would have to be repaired.

STREET DEPARTMENT

- 1. Town Manager Justin Crisp reported street patching will continue as weather allows.
- 2. Crisp reported he needs a set of pallet forks for the skid steer at a cost of \$1200.00. Trustee Chuck Kinkel made the motion to purchase a set of pallet forks at a cost of \$1200.00. Trustee Jeremy Isenbart seconded the motion. Motion passed and carried.

WATER

- 1. Crisp reported lead & copper test would be done this week.
- 2. Crisp reported he was preparing for the upcoming water audit.

WASTEWATER DEPARTMENT REPORT

NONE

PARKS AND RECREATION REPORT

- 1. Brad Stone reported on the basketball program and upcoming events. Stone is planning the schedule for 2022.

FINANCIAL REPORT

Trustee Clare Loughrey made the motion to accept the financial report as presented. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

APPROVAL OF BILLS & CODING

Trustee Marlys Kossman made the motion to approve bills and coding as presented. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

At 8:05 PM Mayor Bredehoft declared the meeting adjourned.

Meeting adjourned at 8:05 PM

{seal}

MAYOR

CLERK

DATE APPROVED