

Town of Flagler, Colorado
RECORD OF PROCEEDINGS
REGULAR SESSION

January 10, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday January 10, 2022 for the **REGULAR MEETING & BUDGET HEARING** at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Tami Witt, Chuck Kinkel and Daymond Deatrich were present. Employees present were Justin Crisp, 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

Minutes from the December 13, 2021 meeting were unable to be approved due to lack of quorum and were tabled to the meeting of February 14, 2022.

PUBLIC AUDIENCE

Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer.
2. Trustee Chuck Kinkel opened the discussion regarding the application by Six Hemp for land. It was determined that the application was denied until they are able to complete all the necessary steps of the process including submitting financial information and deposit. Strunk was directed to communicate to the owners of Six Hemp that their application was denied.

NEW BUSINESS

1. Paid Time Off for Town Employees was discussed. No changes were made at this time and discussion was tabled for a later meeting.
2. Town Manager Crisp opened the discussion regarding Landlord responsibility for water, sewer, and trash bills. Town Code directs the Town to hold the accounts in the name of the property owner only, and not tenant. Strunk will send letter out all Landlords in Flagler notifying them of this procedure. All Landlords will receive a copy of all billing for their property, and will be responsible for payment.
3. New Cyber Insurance was purchased on December 31, 2021 because prior carrier discontinued coverage for government entities. Prior coverage was about \$260 per year, and current insurance by Cowbell Insurers is \$1,900 per year. The Town reviewed two other policies and determined this was the best coverage for the best price.

MANAGER REPORT

1. Crisp requested Town to purchase meat for the boring crew since they had done good work for the Town and the Town was cooking dinner for them at the Legion.
2. Fiber Optic work is happening well.

TOWN CLERK

1. King noted that the Food Pantry would be loaning the trailer to the Bargain Shop.

TRASH DEPARTMENT

NONE

STREET DEPARTMENT

1. Town Manager Justin Crisp reported street patching will continue as weather allows.

WATER

1. Crisp reported he was preparing for the upcoming water audit.

WASTEWATER DEPARTMENT REPORT

NONE

PARKS AND RECREATION REPORT

1. Trustee Kinkel noted that the Town needed to get applications in for the lifeguards for the pool.

FINANCIAL REPORT

Financials were tabled to next meeting.

APPROVAL OF BILLS & CODING

Bills and Coding were tabled to the next meeting.

At 7:55 PM Mayor Bredehoff declared the meeting adjourned.

Meeting adjourned at 7:55PM



Thomas E. Bredehoff MAYOR

Debra King CLERK

2/14/2022 DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

February 14, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday February 14, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Tami Witt, Chuck Kinkel, Jeremy Isenhart, Marlyss Kossman, and Daymond Deatrich were present. Employees present were Justin Crisp, 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

- Jeremy Isenhart made a motion to approve the minutes from December 13, 2021 Meeting. Chuck Kinkel seconded the motion. Motion carried unanimously. Tami Witt and Daymond Deatrich abstained because they were absent from the meeting.
- Chuck Kinkel made a motion to approve the minutes from the January 10, 2022 meeting. Tami Witt seconded the motion. Motion carried unanimously.

PUBLIC AUDIENCE

Troy Kindley, Dana and Marilyn Keech

OLD BUSINESS

1. An update from Lincoln Community Hospital was presented to the council by Erika Saffer. Erick mentioned that Dr. Fox or other doctors would like additional topics for their Facebook Live presentations. Those with ideas can send to Erika. Erika left the meeting at 6:12pm.
2. Paid time off policy was discussed. Chuck Kinkel made the motion was made by to change the PTO policy to incorporate the minimum 1 hour of paid leave for every 30 hours worked required by state law for part-time employees. An employee is allowed to accrue up to 48 hours of paid time off under the current Colorado Statute Paid Sick Leave under the Colorado Healthy Families and Workplaces Act (HFWA). Full-time employees will receive 4 hours of paid time off for every 80 hours worked. Employees can accrue up to 240 hours. If an employee leaves employment with the Town, and gives at least a two-week notice, paid time off will be paid as additional compensation at the time of voluntary termination. The amount to be paid will be equal to 20% for each year worked up to 5 years of service. Those employees who have PTO balances over 240 hours will be grandfathered in. Employees who are terminated by the Town will not be eligible for payment of their PTO. Tami Witt seconded the motion. The motion carried unanimously.
3. The motion was made by Chuck Kinkel to allocate \$2,500.00 matching funds for the Regional Roadmap Grant process. Emily Strunk will provide the letter to Greg Etl

committing Flagler in the process with the State of Colorado for this housing study and development for Eastern Colorado. Jeremy Isenhart seconded the motion. The motion carried unanimously.

NEW BUSINESS

1. Troy Kindley presented information to the Town regarding a lighting ordinance. Justin Crisp and Troy will meet and drive through town to review the lights and possible ways to save energy in the Town. The Trustees and Mayor thanked Troy for the information and will review it further.
2. A Trash account for a customer in Arriba was reviewed at the request of the customer for the Town to remove late charges. Customer had paid 3 times in the past year on the monthly account. The status of the account and the frequency of delinquency resulted in this request being denied.
3. The council reviewed the opening of three board positions this year and three appointments that would be necessary since there were not any candidates for the election process. George Gamer, Troy Kindley, Marlyss Kossman, and Daymond Deatrach were mentioned as interested parties for appointments.
4. Air Force Airplane Loan Paperwork is ready to be signed by the Mayor for renewal and sent back to the Air Force. Justin will take pictures needed for the paperwork and Emily will send on.

MANAGER REPORT - *Reported by Justin Crisp*

1. Drilling crew is done with their work. They still need to do work under the railroad. Crisp mentioned they are waiting on permit from the railroad.

TOWN CLERK - *Reported by Emily Strunk*

1. Doris's retirement party was mentioned the time was determined to need to be changed to March 25th and will be at the American Legion.
2. Lincoln County Hospital has expressed an interest in taking over the expenses for the clinic, rather than going through the Town. The hospital would also like to take over the cost of the x-ray machine. Emily will locate the agreement with the hospital for review and talk with the CEO of the hospital regarding the process going forward. We will table to another meeting.
3. Landlord letter went out last month. Only some landlords have completed the form for their tenants. The council confirmed that the tenants will not be billed if the landlord did not complete the form.
4. Add was placed for the pool lifeguards. Emily will circle back with the school and Chuck to determine what the process will be for the pool.

TRASH DEPARTMENT REPORT - *Reported by Justin Crisp*

1. Trash Truck diagnostics were completed. It will need injection control module replaced.

STREET DEPARTMENT REPORT - *Reported by Justin Crisp*

1. We have been patching as we can. The boring crew will pay Town to patch potholes in the spring.

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

March 14, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday March 14, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Trustees Tami Witt, Chuck Kinkel, Clare Loughrey, and Marlyss Kossman were present. Trustees absent were Jeremy Isenhart and Daymond Deitrich. Employees present were Justin Crisp, Emily Strunk, Brad Stone, and Doris King. At 6:02 PM Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

- Chuck Kinkel made a motion to approve the minutes from February 14, 2022 Meeting. Marylss Kossman seconded the motion. Motion carried unanimously.

PUBLIC AUDIENCE:

Troy Kindley, Dana and Marilyn Keech

OLD BUSINESS:

1. Housing Study: Correspondence was presented and reviewed from Grey Hare Analytics. Correspondence was provided to the Town to summarize options for a housing survey. Emily will follow up with Candace to see what the county is doing as far as a housing survey. Chuck will review the information with Grey Hare. Item was tabled for next meeting
2. Year-Round Swimming Pool: Town resident survey was presented, and an estimated income and expense report for the Town providing the community swimming pool year-round. The overall results were that the Town wants and would utilize and pay for using the swimming pool. The Town is still looking for Lifeguards. Ads are running for applicants.

NEW BUSINESS:

1. Water Tower lease has been terminated by NexTech Wireless. The cell tower has been removed from the water tower, and the \$750 per month the town was receiving which was deposited into the water tower savings has ended.
2. City Council in Burlington has held a special meeting regarding recreational marijuana on the city ballot in April. Trustees of the Town agreed that a petition would need to be circulated and signed by the required number (25) of people in for the initiative to be voted on by Flagler citizens.
3. Family Medical Leave Act Insurance is required by Proposition 118. The Town of Flagler must opt into coverage offered under CML by July 1, 2022 in order for the coverage to be in

effect on January 1, 2023. Municipalities must cover employees for 12 weeks of Family, Medical Leave. The insurance premiums can be paid 50/50 by employee and employer. Emily will find other insurance options and compare costs for April or May's Meeting.

4. Town Council unanimously approved the motion made by Chuck Kinkel and seconded by Tami Witt to accept the Employee Handbook changes. These changes included the new PTO policy adopted at February's meeting, changing the handbook to reflect changes that had been made in policy, but not yet updated in the handbook. These included: adding employee birthdays as the 10th paid holiday of the year, hours of operation for Townhall, the Dental Insurance Program, and the Flexible Spending Arrangement.
5. Doris King announced the Flagler Food Pantry has sent out requests for bids on a new building paid for with grant money available through the State of Colorado. Doris proposed that the building be built on the Town land next to the Fire Station. Town Council agreed for Doris to move forward in the process with the State of Colorado.
6. 14 Main Street - request made by homeowner for the Town to maintain the streets and wants to fence of the area. Council said that the resident would need to complete a building permit application to detail request, so that Town could make a proper determination on the exact request regarding the homeowner's property and the Town's property.

MANAGER REPORT - *Reported by Justin Crisp*

1. Cyber attack scare is realistic, and the Town has been notified by State and Federal officials.
2. Proposed light ordinance will be reviewed by Justin and resident, Troy Kindley. They will drive and survey town lighting.
3. Town Council agreed for Justin to move forward on getting estimates for building a new Town Shop. Grant funding will be available and application window is July-August, 2022.

TOWN CLERK - *Reported by Emily Strunk*

1. Aging Report was reviewed on utility accounts. All lien accounts have been satisfied and there are not any accounts currently in collection. Town Council directed Emily to send reminder invoices out to all inactive accounts to collect on past due amounts that have not been paid.
2. Retirement Party for Doris will be on March 25th at the Legion.

TRASH DEPARTMENT REPORT - *Reported by Justin Crisp*

1. Old Trash Truck is still with mechanic. Problem is being diagnosed still.

STREET DEPARTMENT REPORT - *Reported by Justin Crisp*

1. A-1 chip seal came out, and they are giving us estimate and to look at speed bumps to change out on Julian to something less aggressive.
2. Patching is happening as weather permits

WATER DEPARTMENT REPORT - *Reported by Justin Crisp*

1. All is well this year so far. Expecting survey shortly from the water department.

WASTEWATER DEPARTMENT REPORT - *Reported by Justin Crisp*

NIA

PARKS AND RECREATION REPORT - Reported by Brad Stone

1. Basketball ended a couple of weeks ago
2. Baseball registration has begun. There are quite a few coaches lined up already.
3. Brad attended East Central meeting for Baseball league.
4. Inventory and clean up has been completed in the recreation storage room upstairs

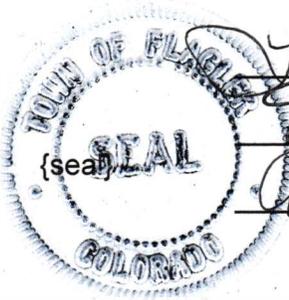
FINANCIAL REPORT

Clare Loughrey made a motion to accept the financial report. Chuck Kinkel seconded the motion. Motion passed unanimously.

APPROVAL OF BILLS & CODING

Marlyss Kossman made the motion to approve the bills and coding. Tami Witt seconded the motion. Motion passed unanimously.

At 7:34 PM Mayor Bredehoft declared the meeting adjourned.



Tami Witt MAYOR
[Signature] CLERK
April 11, 2022 DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

April 11, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday April 11, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Pro Tem Tami Witt, and Trustees Chuck Kinkel, Clare Loughrey, Marlyss Kossman, Jeremy Isenhardt, Daymond Deatrich. Mayor Tom Bredehoff was absent. Employees present were Justin Crisp, Emily Strunk, and Brad Stone. At 5:57 PM Mayor Pro Tem Tami Witt called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

- Chuck Kinkel moved to approve the minutes from the March 14, 2022 meeting, Marlys Kossman seconded the motion. The motion was unanimously approved, Daymond abstained.

PUBLIC AUDIENCE:

Troy Kindley, Tim Cesko, David Langley, Erika Saffer

OLD BUSINESS:

1. LCH Update Presented by Erika Saffer - New hospital will be built in Hugo at the cost of 70 million. There will not be a tax increase to pay for the hospital. More information can be found at *hugohospital.com*. Erika left at 6:07pm.
2. Housing Study and Grants: Email was sent to Grey Hare halting their services with the Town on collecting proposals for housing studies. Greg Etl and Paige Johnson have indicated that we do not need housing study for grants with DOLA. We are in the running with Energize Colorado grant and were asked to complete a feasibility study. Emily Strunk submitted that study to Energize Colorado on April 1. Eastern Colorado Regional Roadmap is also in the beginning stages. Emily Strunk has been working with this committee on the preliminary work for determining the needs in Eastern Colorado with Kit Carson, Lincoln, and Cheyenne counties. The Eastern Colorado Roadmap to Recovery has been awarded an initial grant of \$105,500 to assist with regional housing needs assessments and strategies. Chuck Kinkel, Justin Crisp, and Emily Strunk attended a luncheon in March with the team at the Claremont in Stratton. Going forward the Town will participate in workshops in May and assist the project in creating regional strategies to solve housing issues, workforce challenges, and other issues identified in the initial meetings and tours conducted in March. The Regional Roadmap team toured Flagler in March with Emily Strunk, Tom Bredehoff, and Justin Crisp.

The team visited Townhall, land available for development, The Flagler Co-op, and Wagner's Bird Seed.

3. Town Council Appointments: Those who were known to be interested in Trustee positions were invited to attend the meeting. The Board of Directors heard from 3 persons who were interested in filling the open seats: Troy Kindley, Tim Cesko, and David Langley. Clare Loughrey made a motion to invite Marlys Kossman, Troy Kindley and David Langley to join the Town Council as Town Trustees, Daymond Deatrich seconded the motion. Marlys Kossman abstained. The Motion passed unanimously. Troy Kindley's post as Town Trustee will begin officially in May 2022, after 12 months of residency. Marlys Kossman, Troy Kindley, and David Lacey recited their oath of office and were sworn in by the Mayor Pro Tern, Tami Witt.
4. Swimming Pool: The opening of the swimming pool was discussed including the cost of pool employees, pool chemicals, and maintenance. Lifeguard training has been set by Kelly Packer at the school for April 30 and May 1. Determination of pool hours operated by the Town and fees for usage will be tabled to the May board meeting once the number of lifeguards who have been certified is known.

Jeremy Isenhart and Daymond Deatrich received a certificate for the years of service and dedication to the Town as Trustees. Jeremy and Daymond left the meeting at 6:50pm and Troy Kindley and David Lacey took their place at the table. Quorum is met for the continued meeting with Trustees Chuck Kinkel, Clare Loughrey, Marlys Kossman, and David Langley.

NEW BUSINESS:

1. Animal Permit 1015 Loveland: Emily notified the Council that letters needed to be sent to the neighbors for approval. The approval for the permits is tabled to the next meeting in May.
2. Animal Permit 902 Ouray: Emily notified the Council that letters needed to be sent to the neighbors for approval. The approval for the permits is tabled to the next meeting in May.
3. Town Council discussed a menacing ordinance to have procedures in place for disorderly conduct and other types of behavior including threats or harassment within the Municipality that were up to date. Emily will ask Stan Kimble to draft an amendment to Ordinance 34 from 1925 regarding disorderly conduct
4. A motion was made by Chuck Kinkel to hire Doris King as a part-time office assistant and librarian for 15 hours per week at \$15 per hour. Marlys Kossman seconded the motion. Motion passed 3 - 1 with Marlys Kossman, Chuck Kinkel, and David Langley voting aye, and Clare Loughrey voting nay.
5. All Town Garage sale is tentatively June 24/25. Emily will review with Justin and the school calendar and then confirm the date.
6. Large Item Pick Up will be replaced by a summer dump voucher. The Town will mail to all residents a voucher to bring large items to the dump. The voucher will be good through the summer months. Each address will receive one voucher from the Town. A motion was made by Marlys Kossman that the Town mail out Summer Dump Vouchers to each household. The motion was seconded by Chuck Kinkel and passed unanimously. Emily Strunk will call the county to set up the process.

A motion was made by Chuck Kinkel to go into executive session to discuss employees. The motion was seconded by Clare Loughrey and passed unanimously. At 7:29pm the Trustees

moved into Executive Session.

At 8:10pm Chuck Kinkel made a motion to come out of Executive Session, Clare Loughrey seconded the motion, the motion passed unanimously.

7. Chuck Kinkel made a motion to hire Emily Strunk as the Town Clerk on a six-month probationary term with a \$2.00 per hour raise retroactive back to April 1, 2022. An additional \$2 per hour raise will be discussed at the October meeting at the end of six months. Each Trustee will receive by email each month from the bank a copy of the bank statement on the general fund. Marlys Kossman seconded the motion. The motion passed with a majority vote of 3 - 1. Chuck Kinkel, Marlys Kossman and David Langley voting aye, and Clare Loughrey voting nay. Emily Strunk was sworn in by Mayor Pro Tern, Tami Witt and recited the oath of office for the Town Clerk of the Town of Flagler.
8. Chuck Kinkel made a motion that Brad Stone the Recreation Director will be full-time and paid \$2,400 per month for May - August and after that as needed will be full-time at \$15.00 per hour for Recreation at 40 hours per week. If recreation does not have 40 hours per week of work to be completed, Brad will work for other departments with Town Manager. If recreation continues to grow, and does require 40 hours per week, Brad will not need to assist other departments. This includes all benefits offered to full-time employees. He will also need to get his CDL and the Town will cover all costs associated with acquiring his CDL. Marlys seconded the motion. The motion passed unanimously.

MANAGER REPORT - *Reported by Justin Crisp*

1. Requested permission to do the electric service upgrade to the town clinic at a cost of \$1,500. Marlys Kossman made a motion to upgrade electrical to town clinic for \$1,500. Clare seconded the motion. Motion passed unanimously.

WATER DEPARTMENT REPORT

1. Working on a rate study for water with Colorado Rural Water Association to determine if we should raise our rates.
2. State inspection on Friday April 15 for drinking water.

WASTEWATER DEPARTMENT REPORT

1. We will order and replace flow meters that are 20 years old.

TRASH DEPARTMENT REPORT

1. If weather issues arise such as rain, snow or wind, we may have to postpone or cancel pickup on county routes because of the roads or conditions.
2. 12 new dumpsters have been purchased and will be picked up

STREET DEPARTMENT REPORT

1. Chip seal \$178,000 on several streets this year, getting ready to start the process.

TOWN CLERK - Reported by Emily Strunk

1. Aging Report was reviewed on utility accounts. Many of the old inactive accounts have been cleaned up (12 accounts), and about 5 have paid.
2. We are still doing data review and reconciliation for 2021 in the new accounting system. Emily is working weekends remotely on this project. The audit is expected maybe in July, and the auditor will file the extension for us.

PARKS AND RECREATION REPORT - Reported by Brad Stone

1. Baseball starting up. Brad attended the league meeting last week. (20 sign ups on Midget/TeeBall)
2. Parent meeting for Cal Ripken (12 registrants so far) deadline is April 15
3. Practice starts Apr 18, games May begin week of May 7. Coaches are signed
4. Scheduled the rest of the year for Flagler Day, Softball, Thanksgiving Potluck, Christmas on Mainstreet, Parade of Lights.

FINANCIAL REPORT

APPROVAL OF BILLS & CODING

Chuck Kinkel made a motion to accept the financial report bills and coding. Clare Loughrey seconded the motion. Motion passed unanimously.

At 8:55 PM Mayor Pro Tern, Tami Witt declared the meeting adjourned.

Roman E. Bredholt MAYOR

E. R. S. CLERK

{seal}

m DATE APPROVED

,C/ J.(). J.-



Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

May 9, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday May 9, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Marlys Kossman, David Langley, and Tami Witt. Trustee Troy Kindley was absent. Employees present were Town Manager Justin Crisp and Town Clerk Emily Strunk. At 6:00 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance were Erika Saffer, Ashley Hernandez, Dana Keech, Marilyn Keech.
- Lincoln Health - Erika Saffer reviewed new physicians in the specialty clinic at the hospital in Hugo. She also reviewed statistics for the hospital for their ratings in patient care. Trustee Witt raised a concern about the length of time to see a specialty provider. Erika indicated she would follow up with the hospital.
- Emergency Manager for Kit Carson County, Ashley Hernandez, introduced herself to the Town Council and asked the town to execute the updated IGA-E911.
- The Town heard a presentation from Light Haven Foundation, preliminary to their formal application for the Free Land Incentive. The town will follow up with this applicant to complete the next steps in the application process.

OLD BUSINESS:

- Trustee Chuck Kinkel made a motion to approve the minutes from the April 11, 2022, meeting. Trustee Marlys Kossman seconded the motion. The motion passed unanimously.
- The swimming pool lifeguard training was postponed again. The gas line is now in and working. The training is scheduled for May 20/22. The town is working with Hugo and Stratton to potentially share lifeguards. The town is working with the school for scheduling and planning the open house the week that school is out for the summer. The pool will be open, depending on lifeguard staffing, Tuesday through Sunday, 1pm to 5pm with swim lessons and aerobics scheduled in the morning hours. Emily Strunk will reach out to John Weigel at the school to schedule a final planning meeting.
- Trustee Chuck Kinkel made a motion for the town to participate and pay 100% of the premium in the Family Medical Leave Insurance (FAMLI) mandated by Proposition 118. Trustee Marlys Kossman seconded the motion. The motion passed unanimously to

participate through the State program where funding begins January 1, 2023 and coverage begins January 1, 2024.

- Trustee Marlys Kossman made the motion to grant an animal permit to 1015 Loveland Ave for chickens, limiting the number of chickens to 6. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- Trustee David Langley made the motion to grant an animal permit to 902 Ouray Ave for 3 Alpacas. Marlys Kossman seconded the motion. The motion passed unanimously.

NEW BUSINESS:

- Trustee Marlys Kossman made the motion to remove authorized signatures of Doris King and Ivan Stahlecker from the Town's bank account signature cards at High Plains Bank and add Trustee Chuck Kinkel and Town Clerk Emily Strunk. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Marlys Kossman made the motion to move the Flagler Food Pantry bank account will be moved from the Town's bank account and will be under its own authority and the trailer operated by the Food Pantry, but in the name of the Town of Flagler will be signed over to the Food Pantry. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- The item of buyer for the Town shop was tabled to future meeting.
- Tami Witt made a motion for the Town to update the previous approval from the minutes of the town meeting of October 12, 2020 as follows:

"Bob Harlow introduced himself to the council and explained he would be purchasing property in Block 3 of the Seals Addition. This property has two vacated alleys and the 15 north feet of 8th Street. Mr. Harlow expressed interest in cleaning up the vacated portion of the south alley and the portion of 8th Street and gravel the area to utilize it as a turnaround for trucks. After discussion Trustee Clare Loughrey made the motion to sell the vacated alley and portion of vacated 8th Street to Harlow for \$1.00. Trustee Chuck Kinkel seconded the motion. Motion passed with Trustee Tami Witt recused from vote."

Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.

- After receiving the feedback and recommendations from the State Water Inspector, the Town Council agreed for Town Manager Justin Crisp to move forward with to the engineers to provide an Operation and Maintenance Study, and any other necessary parties to develop a plan to repair the water tower, and work with GMS to apply for grant money to build a new water tower. GMS has indicated to the Town Manager that there is money available for the project.
- The Town of Flagler received three tier two water violations that do require public notice through the newspaper. Town Manager Justin Crisp is still waiting for the official letter from the State inspector. From the date we receive the letter we have 30 days to reply with the plan, and 120 days to comply.
- 2021 Water Confidence Report was submitted. There were no violations in 2021.

- Trustee Chuck Kinkel made the motion to accept Clare Loughrey's resignation from Town Council. Trustee Tami Witt seconded the motion. Motion passed unanimously.

REPORTS:

- Town Manager Report (*reported by Town Manager Justin Crisp*)
 - Reviewed the Water Tower Report repairs that were cited.
- Trash Department
 - Spent 10k on repairing the new trash truck
- Street Department
 - Town Manager is working to schedule street maintenance with contractor
- Water Department
 - None
- Wastewater Report (*reported by Wastewater Manager Terry Jaques*)
 - Still need flow meters that are 20 years old - will report back on price
- Town Clerk Report (*reported by Town Clerk Emily Strunk*)
 - The Town Council agreed to keep meetings in the summer at 6pm
 - Recreation Director was added to the town cell phone account.
 - Emily Strunk requested further detail on the parameters of the \$500 purchase limit for the Town Clerk and Town Manager. The town council directed that if it was a recurring expense, or a contract to bring it to Town Council so that they are informed.
 - The Town Clerk requested permission to accept the proposal from Eastern Slope to upgrade the Town Hall and Town Shop's phone service. This service will allow for better emergency management. Trustee Marlys Kossman made a motion to approve the installation of the VOiP Service at Town hall and the Town shop using CARES Act funds. David Langley seconded the motion. The motion passed unanimously.
 - The budget report was presented for review. This was a new report within the accounting system. The budget may need to be amended. Emily will send a list of these items for trustees to review, so that they could consider amending the 2022 budget.
 - Joe Diaz called and requested our order for the Town's firework order. A limit of \$3,500 was confirmed.
 - Two applications for renewal of liquor license were presented to the clerk today. The American Legion Post 81, and the Flagler Golf Course. Both need to be submitted to the state before the next council meeting. Trustee Marlys Kossman made a motion to approve the liquor license for the American Legion and the Flagler Gold Course. Trustee Tami Witt seconded the motion. The motion passed unanimously.

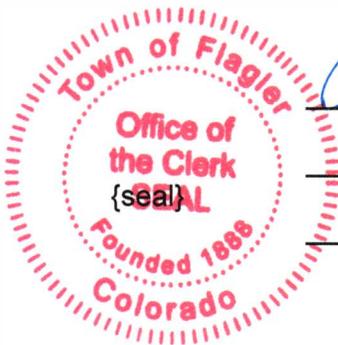
PARKS and RECREATION: *(reported by Emily Strunk)*

- o Flagler Day has been scheduled as August 20th
- o Activity committee has 3 new members who are active with the school and will meet this month for planning
- o Cal Ripken games scheduled to begin this week
- o There are 52 kids registered for baseball this year
- o 23 kids registered and attended Kids Night at the school on April 29.
- o Co-Ed Softball registration is active.
- o Football registration is scheduled to begin June 1
- o Women's Fitness has 22 women attending Monday, Wednesday and Saturday at the school.

FINANCIAL REPORT:

- o Trustee Chuck Kinkel made a motion to accept the financial report. Tami Witt seconded the motion. The motion passed unanimously.
- o Trustee Tami Witt made a motion to accept the bills, debit card purchases and coding. Trustee Marlys Kossman seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoff adjourned the meeting at 8:24pm.



Thomas E. Bredehoff

MAYOR

EM

CLERK

6/13/2022

DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

June 13, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday June 13, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Marlys Kossman, Troy Kindley, and Tami Witt. Trustee David Langley was absent. Employees present were Town Manager Justin Crisp, Town Clerk Emily Strunk, Wastewater Manager Terry Jaques and Recreation Director Brad Stone. At 6:03 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance were Erika Saffer, Dana Keech, Marilyn Keech.
- Lincoln Health - Erika Saffer reviewed new physicians in the specialty clinic at the hospital in Hugo and discussed the funding and plans for the new hospital.

OLD BUSINESS:

- Trustee Troy Kindley made a motion to approve the minutes from the May 9, 2022, meeting. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel updated the Board on the swimming pool. We have a minimum amount of lifeguards to run the pool at the time. Brad will be certified, as well as Adriana and other guards to teach swimming lessons. We are hoping that we will have swimming lessons start mid- July. Brad has been the acting pool manager. Another lifeguard training is scheduled for June 21 and the Town has 3 to 4 potential guards registered in that training.

NEW BUSINESS:

- Water tower repair has been estimated by Marine Diving Solutions. The estimated repair amount to comply with state inspector is under 20,000. Trustee Marlys Kossman made the motion to approve the expense for the water tower repair up to 20,000. The motion was seconded by Troy Kindley and passed unanimously.
- Town filed an insurance claim for 323 Quandry Avenue sewer backup flooding damage repair. Cause of the backup was discussed, and it is thought that flushable wipes are what is causing the backup upstream in the line of the sewer system. Town of Flagler has been doing everything necessary in preventative maintenance on an annual basis.
- Ordinance 198 Billing rates. Reading 1, June 13, 2022; Reading 2, July 11, 2022. This ordinance is for the rates approved in 2016, and currently used in the billing system. The

rates have not been changed or updated since 2016. Moving forward the Town Attorney Stan Kimble has recommended the Town use Ordinances to change billing rates for services provided by the Town. Trustee Chuck Kinkel made a motion to pass the first reading of Ordinance 198 on the billing rates. Tami Witt seconded the motion. The motion passed unanimously. Ordinance 198 will be published in the Flagler News and on the website.

- Town Clerk Emily Strunk explained the process of signing past minutes, resolutions, and ordinances that had been previously approved, but signed/sealed records were not available. In completing a reconciliation of records, a list was compiled of items that require re-affirming by the Town Council. Over the next few months the council will need to vote on these items so Mayor Tom Bredehoft, and Town Clerk Emily Strunk can sign and date the records and the records can be sealed by the Town seal.
 - o After reviewing Ordinance 191, Prohibiting the operation of marijuana cultivation facilities etc. Trustee Chuck Kinkel made the motion to accept for signature Ordinance 191. Trustee Tami Witt seconded the motion. The motion passed unanimously
 - o After reviewing Ordinance 182, Disconnecting a parcel of land (Brouwers) located within the Flagler Trustee Chuck Kinkel made a motion to accept for signature Ordinance 182. Trustee Tami Witt seconded the motion. The motion passed unanimously.
 - o After reviewing Ordinance 183, annexing a parcel of land extending the corporate limits to include the parcel Trustee Chuck Kinkel made the motion accept Ordinance 183 for signature. Trustee Tami Witt seconded the motion. The motion passed unanimously.
 - o After reviewing Ordinance 184, extending the moratorium on using property for the growth, sale and distribution of marijuana Trustee Chuck Kinkel made the motion to accept Ordinance 184 for signature. Trustee Tami Witt seconded the motion. The motion passed unanimously.
 - o After reviewing Resolution 133, Change in Town Billing Procedures and Collection process, Trustee Chuck Kinkel made the motion to accept for signature Resolution 133. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
 - o After reviewing the minutes from the Regular Session November 8, 2021 Trustee Tami Witt made the motion to accept the minutes for signature. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
 - o After reviewing the minutes from the Regular Session August 8, 2021 Trustee Marlys Kossman made the motion to accept the minutes for signature. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
 - o After reviewing the minutes from the Regular Session July 12, 2021 Trustee Tami Witt made the motion to accept the minutes for signature. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.

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 unaninously.

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

Meeting adjourned at 7:20 PM



Roman E. Bredehoff

MAYOR

AKR

CLERK

June 13, 2022

DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

July 11, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday July 11 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Marlys Kossman, Troy Kindley, Tami Witt and David Langley. Employees present were Town Manager Justin Crisp, Town Clerk Emily Strunk, and Recreation Director Brad Stone. At 6:02 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance were Erika Saffer, Dana Keech, Scott Chapiewski, Daniel Grinnan and Mathisen Grinnan and their baby Carolina.
- Scott Chapiewski who is an owner of commercial property at 6th and Ruffner is requests to be on the agenda for next month for a discussion regarding tapping water and sewer lines that run under Ruffner.
- Dana Keech provided information regarding the mosquito spraying, requesting that given this information and other research that may be found, the town cease with the mosquito spraying. He asked to be on next month's agenda.
- Lincoln Health - Erika Saffer reviewed information about the new hospital, the current quality measures showing that Lincoln Hospital is scoring above the National Benchmark in all areas including sepsis alert, stroke alert and cardiac alert. The COVID-19 positivity rate is about 8% in Lincoln County.

OLD BUSINESS:

- Trustee David Langley made a motion to approve the minutes from the June 13, 2022, meeting. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel and Emily Strunk Town Clerk gave update on the swim pool. Swim lessons begin this week, and all other programs are fully operational. The pool is fully staffed. Brad Stone, the recreation manager is acting as overall pool manager. Orders for supply with be through Kelly Packer who will submit to Friends of the Pool as necessary.

NEW BUSINESS:

- Randy Fagerlund was presented as a candidate for the vacant trustee position. No other persons expressed interest with the Town Trustees or Town Clerk in the vacant position. Trustee Chuck Kinkel made the motion to appoint Randy Fagerlund to the Vacant Trustee Position. Trustee Marlys Kossman seconded the motion. The motion passed unanimously.
 - o Randy Fagerlund was sworn in as Town Trustee.
 - o Randy Fagerlund will be the trustee over garbage. Chuck Kinkel will be trustee over water. Tami Witt will continue as trustee over streets, Marlys Kossman will continue to preside over wastewater. David Langley will be trustee over recreation and Troy Kindley will be trustee over parks.
- Fireworks were canceled on the 4th of July due to weather. Show will be rescheduled, pending weather, for Flagler Day on August 20 to be held at the Flagler Golf Club. Flagler Day will include information promoting the fireworks. The place and time will be assessed by Town Manager Justin Crisp as we get closer to the date. Justin will also discuss with the Flagler Golf Course. If the weather does not permit, the Town will send back the inventory and pay the 10% reshelving cost.
- 2022 Budget Amendment will be tabled to August 2022.
- High Plains Bank has presented an offer to help the Town of Flagler replace the sign at the end of Main and 2nd. The Bank will pay \$20,000 if the Town will pay the additional \$2,542. Randy Fagerlund made the motion to accept the \$20,000 from High Plains Bank and have the Town pay to make up the difference to purchase a new sign. Tami Witt seconded the motion. The motion passed unanimously.
- Town Manager Justin Crisp had to get street asphalt and patch repairs completed last month. Trustee Chuck Kinkel made a motion to accept the cost of \$5,500 and \$600 for street repair and patching. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Marlyss Kossman made the motion to approve the \$3,300 to clean and inspect the water tower. Trustee Troy Kindley seconded that motion. The motion passed unanimously.
- Trustee David Langley made the motion to approve the Marine Diving Solutions contract for water tower maintenance at \$1,000 twice per year for 2022 and 2023. Trustee Marlys Kossman seconded the motion. The motion passed unanimously.
- Trustee Troy Kindley made the motion to approve the expenses for the concrete work at the lift station for approximately \$10,600 and for the expenses to be paid for by the NEU Grant Money. Trustee David Kindley seconded the motion. The motion passed unanimously.
- Reliable Enterprises dba Flagler Liquor presented the renewal application for their liquor license. A motion was made by Randy Fagerlund to approve the renewal for the Flagler Liquor license. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- Flagler Recreation Department presented to the Town Council the Special Event Liquor License Application for Flagler Day on August 22 from 12 to 7. The Flagler Day committee has established security personnel from the surrounding community and will secure the beer garden with metal fencing. Volunteers who serve in the beer garden at the Budweiser Tap Truck will complete TIPS training prior to the event. Budweiser will not charge the recreation department for any untapped kegs of beer and will provide the event with signage and cups. Trustee Randy Fagerlund made the motion that the Town approve the special event liquor license for Flagler Day. Trustee Tami Witt seconded the motion. It was further discussed whether or not having alcoholic beverages at the event would detract from the event, and cause

families to not attend. Other comments included that Limon and Burlington both have large family events that include alcohol sales and that we should try it at least once in Flagler to see if it works and if it is good fund raiser for the recreation department. Trustees David Langley, Troy Kindley and Tami Witt voted aye. Trustees Chuck Kinkel, Randy Fagerlund and Marlys Kossman voted nay. The motion passed with Mayor Tom Bredehoft voting aye.

- A second reading of Ordinance 198 for Town of Flagler billing rates was presented. The ordinance does not change the billing rates but updates the Town records to include the current rates. A motion was made by Trustee Chuck Kinkel to approve ordinance 198 Billing rates. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
- Town Clerk Emily Strunk present the council with information about Municode, a service for municipalities that brings all ordinances, resolutions, minutes, agendas and code to electronic format and stores electronically with live updating of documents and codification that is self-serve. The cost for the service is \$1000, and then \$1200 per year.
- Town Clerk Emily Strunk presented the trustees with the extension of time on the audit for 2021. She is working with the auditor, David Green, to complete the financials for 2021 and further work is required due to the 2021 software conversion. The extension moves the deadline automatically from July 31 to September 30. Trustee Chuck Kinkel made the motion to approve the extension of time for the 2021 audit. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel made the motion to ratify the approval of past meeting minutes for January, February and March 2021. Trustee Tami Witt seconded the motion. The motion passed unanimously.

REPORTS:

- Town Manager Report (*reported by Town Manager Justin Crisp*)
 - o Trash Department
 - Nothing to report
 - o Street Department
 - Gerald Masters will be used on some digging projects soon
 - o Water Department
 - Inventory Stock was ordered for pipe, fittings, and repair clamps - cost was \$3,000
 - All requirements have been met with the State health department.
 - o Wastewater Report
 - Nothing to report
- Town Clerk Report (*reported by Town Clerk Emily Strunk*)
 - o Covid NEU Grant Fund Report town has received the second deposit of \$68,000.
 - o Gillian Laycock in Limon has updated us on the Regional Roadmap Team that Arys was chosen to complete the housing study. Grant funds have been awarded to pay for this study.
 - o We filed for a DOLA grant specifically to pay pool staff. The Town of Flagler was awarded \$12,500 for staff expenses through September 30.

- o An increase in the direct deposit amount for town payroll was requested. Current amount was ten thousand dollars, but the last payroll we bumped up against this and needed bank approval to continue with pay deposits. A motion was made by Trustee Marlys Kossman to increase the direct deposit amount for payroll deposits to \$15,000. Trustee David Langley seconded the motion. Trustees Randy Fagerlund, Tami Witt, David Langley, Troy Kindley, and Marlyss Kossman voted aye. Trustee Chuck Kinkel voted nay. The motion passed.
- o Summer Reading has two more weeks in the six weeks. There are about 28 children participating this year.
- o The question was presented on whether or not short-term broiler chickens would need the same animal permit as regular chickens. The answer is yes, animal permits apply to short term animals.

PARKS and RECREATION: *(reported by Brad Stone)*

- Kids Night at the Pool is Friday July 15.
- Baseball has ended, and each team has had their party at the pool. Flagler Machine Pitch team won the championship this year. All the teams did excellent, and the coaching volunteers were amazing.
- Flagler Day planning is moving along quickly. We have secured food vendors, carnival game booths, dunk tank and tractor pull. We have about 20 craft vendors. Still looking for sponsors but have received a few cash and a few in-kind sponsorships.
- Talks continue with Limon about Football this coming fall. The recreation contact at Limon is no longer there, so communication about the league has been hard.
- Swimming pool is busy. We have swimming lessons running. Brad and Ana are currently certified to teach, with Enola and Kanda certifying this week. We are running group and private lessons. Water aerobics is running four times a week and lap swim is after regular swim.
- Softball registration has started for the July -August season.

FINANCIAL REPORT:

- Trustee Chuck Kinkel made a motion to accept the financial report. Trustee Tami Witt seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel made a motion to accept the bills, debit card purchases and coding. Trustee Tami Witt seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoft adjourned the meeting at 7:40pm.



_____ MAYOR
 _____ CLERK
 _____ DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

August 08, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday August 8, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Troy Kindley, Tami Witt and David Langley. Trustee Marlys Kossman was absent. Employees present were Town Manager Justin Crisp, and Town Clerk Emily Strunk. At 6:01 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance were Erika Saffer, Steve and Pam Yacovetta, Dana and Marilyn Keech, Scott Chapiewski, Adam Fauson, John Witt, Harold and Linda Miller.
- Pam Yacovetta addressed the Mosquito Spraying issue. She requested that the town keep the policy of mosquito spraying throughout the summer months due to health concerns about diseases that mosquitos.
- Harold Miller asked to speak drainage issue on the north end of town. He voiced concern about the flooding that happens for many residents. He noted concerns about the development of the neighborhood and potential lack of planning about the flow of water in that neighborhood. He asked town council to do something to mitigate flooding.
- Adam Fauson addressed the town council about the sewer backflow that has happened twice in his basement causing damage to everything. The town has filed two insurance claims regarding these incidents to pay for Adam's property damage. The insurance company asked Adam to sign a release regarding the damage. He is unable to sign, as no work has been done for future mitigation of the sewer backup. He knows that the town manager has been watching the sewer and doing everything possible, however this is not enough. Adam is asking the town council for action to lower the risk of this happening to his basement again. The backflow problem with this property will be added to the agenda for next month's meeting. Adam also requested crushed asphalt in alley to

mitigate the sand flow to his property too. He has truck loads of sand to remove from his property due to the flooding.

- Lincoln Health/Hospital - Erika Saffer reviewed information about monkey pox. There is a lot of misinformation about monkey pox and its transmission. It is mostly a respiratory disease. She said that there may be some immunity protection if you had the smallpox vaccine. For more information the Facebook live presentation can be viewed on their website. Lincoln health received 3 million dollars towards their new facility (which will be 128k square feet) from Federal funds. Lincoln health wants everyone to know that the new facility will be built without a tax increase.

OLD BUSINESS:

- Trustee Randy Fagerlund made the motion to accept the minutes from the July 11, 2022, regular meeting. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel presented an updated revenue and expense report for the summer for the pool. Current wages for the pool are high, but because of the state grant received for the pool wages we are okay for 2022. Next month we will see the end of the summer numbers to determine what we will do for next year. We will turn the pool over to the school on August 22 for school operation. The town will continue to operate water aerobics, swim lessons and maybe other options throughout the year, provided that the breakeven can be determined. The school has indicated that they will have the pool until 5pm on the weekdays.
- Town Manager Justin Crisp requested direction from town council regarding GMS recommendations on fixing the current tower versus looking into a new tower. Painting the old tower will cost over 100k. Trustee Tami Witt asked about the balance of the water tower savings, which totals approximately 84k. Grant opportunities were discussed for funding a new tower. The current tower, which is 100 years old, is not in bad shape according to the engineers at GMS. The town council discussed lease options of a new water tower that other towns have utilized.
- Town Clerk Emily Strunk presented an amended budget for 2022 for approval. The main changes on the budget were removing grant funding from revenue that will not be

received and revising expenditures to allow for each town fund (general, water, sewer, and trash) to not have deficiencies requiring transfers between funds. Trustee Tami Witt made the motion to accept the amended budget for 2022. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.

NEW BUSINESS:

- Trustee Tami Witt indicated that she received comments from residents opposed to the town continuing the mosquito spray. Trustee Chuck Kinkel said that he also received three comments against mosquito spraying. Town Manager Justin Crisp mentioned the possibility of purchasing dragonflies and bat houses, which have been shown effective in mosquito mitigation. Trustee Chuck Kinkel expressed that for 2022 the process has been determined, and we will spray one more time, but that this issue is on the table for other mitigation options for 2023. Trustee Randy Fagerlund mentioned that there are a lot of people who appreciate the spraying because they like to sit outside in the evening and not be inundated with mosquitos. Resident Dana Keech thanked Town Assistant Adriana Bolen and Town Clerk Emily Strunk for calling and texting him before the spraying was to begin. Dana mentioned Zenivex E4 as a possible chemical alternative. Town Manager Justin Crisp will research all the available options for town council to review for the 2023 mosquito season. The Town Clerk will continue to notify those on the list and posting on the town board and Facebook when the Town Manager has scheduled mosquito spraying.
- Scott Chapiewsky attended the meeting last month and asked the town council to consider giving him access to the water and sewer system at 6th and Ruffner. The water tap is already in place on the property from years ago, and the meter is already in place. The properties north and south have metered water already. The sewer would need to be tapped 10-12ft. Scott confirmed that the water/sewer usage would be residential use only. Town Manager confirmed the rate would be out of town water and sewer rates. Trustee Randy Fagerlund made the motion to approve the water and sewer tap for Scott. Trustee David Langley seconded the motion. Motion passed unanimously.
- John Witt addressed the town council regarding Rural American Builders and possibilities for moving dirt and installing a culvert and or pumps to move the water across the County Road V north of the Witt neighborhood. Town Manager Crisp stated

that he had conversation with Black Hills Energy, and they were willing to lower the gas line to put the pipes across the road. Any changes across County Road V would require Kit Carson County approval. Trustee Randy Fagerlund wanted assurance that this project would mitigate flooding and asked for engineering assessments. Trustee Tami Witt and Town Manager Crisp discussed the prior engineering study that recommended 2 16" pipes that the town purchased but has not implemented to date.

- Trustee Tami Witt discussed the flooding issue with regards to the town raising the roads. Mayor Tom Bredehoft mentioned that eventually the roads would need to be paved like the rest of the town. Town Manager Justin stated that the town did not have the materials to raise and pave the roads at this time. Trustee Tami Witt reminded town council that the rule is that the homeowner is responsible for their own curb and gutter and when both sides are complete the town will pay for paving and maintenance. The mayor asked if we were still asking Chris Lueck to complete the concrete wall at the lift station. Town Manager Crisp confirmed that approved project is in the works. Town Manager Crisp confirmed that he conducted a straw poll for the town to provide equipment and operator to move 20 - 25 belly loads of dirt to the backyard of Whittaker and possibly the neighbor to fill the hole for Rural American Builders. Trustee Chuck Kinkel made the motion to allow Rural American Builders to use the town equipment (2 machines) and one operator at \$45 hour per machine to move 20 -25 belly loads of dirt. Trustee Troy Kindly seconded the motion. Trustees David Langley, Troy Kindley and Chuck Kinkel voted aye. Trustee Randy Fagerlund voted nay. Trustee Tami Witt abstained. The motion passed with a 3 -1 vote.
- Loaf-n-Jug has applied for a renewal on their liquor license for October 2022. Town Clerk Emily Strunk confirmed that Loaf-n-Jug has not had any issues or violations concerning their liquor license. Trustee Randy Fagerlund made the motion to approve the renewal of the liquor license. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Tami Witt made the motion to ratify the past approval for the minutes of the meetings of September 10, 2018, November 13, 2017, and September 14, 2020. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.

- Trustee Chuck Kinkel made the motion to ratify the resolutions previously passed: Resolutions 94, 95, 96, 97, 109, 110, 11, 112, 115, 116, 117, and 118. Trustee Tami Witt seconded the motion. The motion passed unanimously.

REPORTS:

- Town Manager Report (*reported by Town Manager Justin Crisp*)
 - Fireworks will be here for the 20th of August Flagler Day at Dusk.
 - o Trash Department
 - o Street Department
 - Patch work is being completed as needed.
 - o Water Department
 - 2022 Water report came back absent of contaminants.
 - State of Colorado will receive report about the plan for the water tower as discussed earlier in the meeting.
 - o Wastewater Report
 - No Report
- Town Clerk Report (*reported by Town Clerk Emily Strunk*)
 - o *AIR* Aging report was presented to the town council. Town Manager Crisp and Town Clerk Strunk confirmed two letters to disconnect services for the three accounts were sent out certified mail. The balances on these accounts total over \$2,700. All accounts were given the option of payment arrangements, and the arrangements have not been adhered to. Emergency options were discussed: LEAP and Centennial Mental Health. These avenues are available, and the town communicates these avenues.

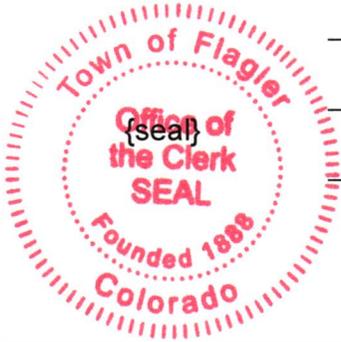
PARKS and RECREATION: (*reported by Trustee David Langley*)

- Town Clerk Emily Strunk noted that a map for Flagler Day was attached to the meeting packet for town council's review.
- Trustee David Langley did not have new information to report
- Trustee Chuck Kinkel noted that the 11-year-old All Stars raised a lot of money to travel to the All-Star game.
- Trustee Tami Witt stated she is asked by families who are moving to Flagler about what there is to do in Flagler, and with the Recreation program she had a lot of information to talk about because of what Recreation Director Brad Stone has done with recreation. She confirmed Brad is doing a great job.

FINANCIAL REPORT:

- Trustee Chuck Kinkel made the motion to accept the bills, debit card purchases, and coding. Trustee Troy Kindley seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoff adjourned the meeting at 7:57pm.



Tom E Bredehoff MAYOR
[Signature] CLERK
Sept 12, 2022 DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

September 12, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday September 12, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Troy Kindley, Marlys Kossman, Randy Fagerlund, and David Langley. Trustee Tami Witt was absent. Employees present were Town Manager Justin Crisp, and Town Clerk Emily Strunk. At 5:58 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance were John Witt, Erika Saffer, and Pam Yacovetta.
- Lincoln Health/Hospital - Erika Saffer reviewed information about the orthopedic program and updates on the Byers clinic. The funding plans for the new building were reviewed. Erika was asked about the billing procedures for Lincoln Health, and the transparency requirement. She will look into and give the Town an update at the next meeting.

OLD BUSINESS:

- Trustee Randy Fagerlund made the motion to accept the minutes from the August 08, 2022, regular meeting. Trustee Chuck Kinkel seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel presented an updated revenue and expense report for the summer for the pool as well as ongoing budget for the remainder of the year. The town recreation department will continue to operate the public recreation swim for water aerobics, swim lessons as they are scheduled, Thursday night dollar swim, and one other day (either Friday or Sunday) per week for public swim. The school has indicated that they will have the pool until 5pm on the weekdays. Trustee Chuck Kinkel will meet with the school to determine financial needs for the remainder of the year, and for the 2023 budget.
- Town Manager Justin Crisp will proceed with assisting Adam Fauson in backflow mitigation to his property. Specifics will be reviewed at next month's meeting.

- Town Manager Justin Crisp and John Witt discussed the continued operations of flood prevention at Witt neighborhood, and the drainage. Crisp will continue discussion with Black Hills Energy to have gas pipe lowered so a drainage pipe can be installed across the road. John Witt discussed the movement of large amounts of dirt to the area to assist in flow of water. Concrete work has begun at the lift station. Crisp will give update on the implementation of the flood mitigation plan at the next meeting.
- Town Clerk Emily Strunk gave an update on the status of the audit, which has an extended deadline of September 30, 2022. Strunk is working with the auditor and software programmers to fix some balance forward problems in the software. The auditor will conduct the audit and meet with Town Manager Crisp and Mayor Bredehoft remotely. He will present to Town Council at October's meeting. Strunk stated the auditor directed her to close the Flagler Food Pantry account associated with the Town Accounts so that they assets would not be accounting for in the Town. This is also the case for the Flagler Community Development account. The Food Pantry account was closed and the Executive Director of Flagler Food Pantry, Doris King received a cashier's check of approximately \$9k. The council members discussed the closing of the Flagler Community Development account and the donation of those assets approximately \$3.9k.

NEW BUSINESS:

- There was no new business discussed.

REPORTS:

- Town Manager Report (*reported by Town Manager Justin Crisp*)
 - o Trash Department
 - o Street Department
 - Working on budget for 2023 for Asphalt and Chip Seal
 - Weeds growing in asphalt in town have been sprayed, Manager Crisp will look into the problem further, as requested by Trustee Fagerlund.
 - o Water Department
 - Reviewed reports issued by State of Colorado on their website for the town. Manager Crisp presented the report to the Trustees for their review and stated that he will be disputing inaccurate information on the schedule.
 - o Wastewater Report
 - No updates

- Town Clerk Report (*reported by Town Clerk Emily Strunk*)
 - AIR Aging report was presented to the Town Clerk. Trustees discussed accounts that were in arrears more than 60 days. Direction was given to Town Clerk and Town Manager to shut off services to accounts that have not met payment arrangement obligations.

PARKS and RECREATION: (*reported by Recreation Director, Brad Stone*)

- Town Clerk Emily Strunk presented the calendar through the end of the year and flyers for activities for upcoming recreation events prepared by Recreation Director Brad Stone. Flag Football starts this week. Currently Chess Club, and Kids Night Out on September 22 are in ongoing registration. Junior Town Council will be organized with the High School kids fall sports. Harvest Pancake Breakfast is October 16 and Townhall Haunted House is Oct 21, 22, 28, & 29.

FINANCIAL REPORT:

- Trustee Marlys Kossman made the motion to accept the bills, debit card purchases, and coding. Trustee David Langley seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoff adjourned the meeting at 6:54pm.

Thomas E Bredehoff

MAYOR

Emily Strunk

CLERK

10/10/2022

DATE APPROVED



Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

October 10, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday October 10, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Troy Kindley, Marlys Kossman, Randy Fagerlund, Tami Witt and David Langley. Town Clerk Emily Strunk was the only town employee present. At 5:59 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance was Erika Saffer.
- Lincoln Health/Hospital - Erika Saffer reviewed information about the lab at Lincoln County has been renovated and there are new staff with new equipment. There are new tests available which has increased the level of service the hospital provides internally. The hospital has a goal of starting services for chemotherapy beginning in November. There is a specialist oncologist coming back to the specialty clinic as well.

OLD BUSINESS:

- Trustee Randy Fagerlund made the motion to accept the minutes from the September 12, 2022, regular meeting. Trustee David Langley seconded the motion. The motion passed unanimously.
- Items on the agenda including Adam Fauson's sewer back up mitigation and Witt Neighborhood drainage has been tabled to the November meeting when Town Manager Crisp is in attendance.
- Town Clerk Emily Strunk presented the interim pool revenue and expense through September 2022. The pool will be staying open on Sundays 12 - 5p, Thursdays 5 - 8p is dollar swim night. The town has requested the cost of the pool operations from the school to determine what dollars the town could allocate to the school for pool operations for the 2023 budget. The Lion's Club will donate \$1,000 to assist with the cost of the Thursday's \$1 swim.

- Town Clerk Strunk gave an update on the audit and software conversion, records balancing. The independent auditor has been given all the information requested, and Strunk is now waiting to hear what else he may need. The auditor will be reaching out to other trustees in his regular questionnaire. If the audit is not filed with the state in November, the state has the authority to notify the county to withhold funds until the audit is filed.

NEW BUSINESS:

- Application for liquor license for the High Plains Winery, LLC sales room at 422 Main Ave was presented. Randy Fagerlund made the motion to approve the application. Chuck Kinkel seconded the motion. The motion passed unanimously. Town Clerk Strunk will submit to the state licensing authority.
- Town Manager Justin Crisp would like to purchase dumpsters for \$11,000. The trustees have approved this expense and it is in the budget.
- HB21-1110 requires the Town website to be updated to accommodate for accessibility for people with disabilities. The website must be in compliance by 2024. The website is hosted by Jayhawk and Wordpress. They may have assistance available, and there may be grant money available.
- Beginning January 1, 2023 all retailers who have 3 or more locations, or restaurants will be required to charge patrons \$0.10 per bag. 60% of the bag fee will be paid by the entity to the Town of Flagler and they will retain the 40%. This is a state mandated fee. Exempt businesses are retail stores with only one or two locations. (House Bill 21-1162)
- A bill creating an exemption of sales tax on all hygiene products took effect on August 10, 2022. Statutory cities and towns may choose to adopt the sales tax exemption for diapers, incontinence products, and feminine hygiene products. Randy Fagerlund made a motion that the Town of Flagler adopt the sales tax exemption on hygiene products. Troy Kindley seconded the motion. The motion passed unanimously. Town Clerk Strunk will provide a resolution for signature by the Mayor at November's meeting.

- Regional Roadmap to Recovery group presented idea to increase restaurant traffic in Eastern Colorado towns with food truck landing pads in towns throughout the region, and a coordinated schedule rotating the trucks from town to town. Town Clerk Strunk applied for a Rural Economic Development Incentive grant with Cheyenne Wells, Kiowa, and Kit Carson to construct food truck landing pads, with seating areas. The grant application window closed September 30, and Department of Local Affairs will make decisions in December.
- Town Clerk Strunk presented an update on the affordable housing update. Flagler is a front runner in the Colorado State housing grant. Ayres has submitted drawings to Strunk for review of the two phased project proposed for the Town land north the of Arriba-Flagler school totaling 3.5 acres and 8 single family homes and 2 duplex homes. Strunk will be working with DOLA to provide the town records and information to move forward.
- Tami Witt made the motion to appoint Town Clerk Emily Strunk as the 2023 budget officer. David Langley seconded the motion. The motion passed unanimously.
- Town Clerk Strunk presented the first draft of the 2023 budget for review.
- Chuck Kinkel made a motion to go into executive session to talk about personnel. Tami Witt seconded the motion. The motion passed unanimously.
 - o The Board of Trustees moved into executive session at 7:15pm
 - o The regular meeting resumed at 7:40pm
- Chuck Kinkel made the motion that the Town Clerk's initial appointment period of probation be extended for 90 days and to add Randy Fagerlund and Troy Kindley as additional signors to the Town of Flagler bank accounts. Marlyss Kossman seconded the motion. The motion passed unanimously.

REPORTS:

- Town Manager Report was not completed since the Town Manager was absent.
- Town Clerk Report (*reported by Town Clerk Emily Strunk*)
 - o *AIR* Aging report was presented to the Town Clerk.

- o Chuck Kinkel made a motion to approve the electric repairs by Nichols Electric in the amount of \$2,210. Troy Kindley seconded the motion. The motion passed unanimously.

PARKS and RECREATION: *(reported by Recreation Director, Brad Stone)*

- Recreation department is preparing for the Halloween haunted house event for the kids. The Harvest Pancake Breakfast is this Sunday at 7 - 10am.

FINANCIAL REPORT:

- Trustee Marlys Kossman made the motion to accept the bills, debit card purchases, and coding. Trustee Tami Witt seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoff adjourned the meeting at 8:04pm.



Tom E Bredehoff MAYOR

EFR CLERK

Nov 14, 2022 DATE APPROVED

drainage for the Witt Neighborhood. Crisp estimates the town is looking at spring 2023 for this project.

- Town Clerk Emily Strunk gave an update on the audit. The accountant and software programmer at Cougar Mountain is looking into the problem with the general ledger balance equaling less than the cash asset balance. Cougar Mountain has corrected more than 50% of the balance difference at this point, but Strunk will be meeting with them this week to go over further progress and make any necessary adjustments in the accounting system. The audit with Green & Associates is on hold until this balance issue is resolved.
- The town accepted the proposed procedure for Carry Out Bag Fee per Colorado House Bill 21-1162 Plastic Pollution Reduction Act. Beginning January 1, 2023 establishments defined by the act as "store" will need to charge patrons a \$0.10 bag fee. The town will send a letter to the establishments detailing the procedures of complying with the new law. Each quarter beginning April 1, 2023 the town will send out the form to each establishment required to charge the bag fee and submit to the Town of Flagler quarterly. The businesses defined as store are those that are restaurants, franchise businesses, or stores that have more than 3 locations statewide. Further information about the law can be found on the Colorado Department of Revenue website. It is noted that the town will comply with the requirements of the new law, but town council does so in protest.
- Town Clerk Emily Strunk presented an update on the proposed housing development north of the Flagler School. Town Manager Justin Crisp will be providing an estimate to Aryes, the consultant awarded the project through the Regional Roadmap to Recovery grant. Strunk met with state officials with DOLA who oversee the HB21-1271 DOLA Innovative Housing Strategies: Affordable Housing Development Incentives Grant Program on November 10 discussing the timing of the project, potential match for the grant, and providing a general budget. Strunk will follow up with Aryes and DOLA on the information required. If the town is invited to apply for the grant it will be in December/January.

NEW BUSINESS:

- A fuel purchase agreement was presented for approval between the Flagler Equity Coop and The Town of Flagler. Price per gallon in the agreement was \$3.79 per gallon for a quantity of 6,000 gallons. Trustee Chuck Kinkel made the motion to accept the fuel purchase agreement. Trustee Randy Fagerlund seconded the motion. The motion passed unanimously.
- The health insurance quote was presented for the 2023. Aetna now offers services to government groups and so the town will go through underwriting with Aetna to see if the rate is better than Anthem, will comparable coverage. The decision on health was tabled to December.
- Renewal of the Cowbell Cyber Security insurance was presented to the town with an increase in annual premium of \$612. Trustee Chuck Kinkel made the motion to approve the renewal of the cyber security insurance. Trustee Tami Will seconded the motion. The motion passed unanimously.
- The annual holiday schedule was presented for review and possible update to include other federal government holidays. Trustee Randy Fagerlund made the motion to table the holiday discussion to December. Trustee Tami Witt seconded the motion. The motion passed unanimously.

REPORTS:

- **Town Manager Report** (*reported by Town Manager Justin Crisp*)

Crack sealing is in process currently. This year will not have as much completed as last year where every east/west street. Christmas light hanging will begin Thanksgiving week.

 - o TRASH REPORT: \$1500 cable was purchased for the new trash truck.
 - o STREETS REPORT: In 2023 4th street from Ouray to Pawnee will be milled completely and repaved 3 inches. Chip Seal will be completed for everything that has been paved in recent years. Kit Carson County will be repaving (next couple years) Ruffner/County Road 5 which will require planning and budgeting by the Town for the 2/3 of Ruffner the Town owns. Crisp estimates it will be a cost of \$25,000.

- o WATER REPORT: A pump fault code has been registering on the Otteman well over the last week which is the number 1 well. Repairs will be necessary in the future. Estimated cost in the future is \$7000 - \$10000.
- o WASTEWATER REPORT: Terry Jaques said that a flow meter that is not functioning properly. He is still getting readings and so it complies at this point.
- **Town Clerk Report** (*reported by Town Clerk Emily Strunk*)
 - o AIR Aging report was presented by the Town Clerk. Council directed Strunk to send disconnect notices to all accounts that had been sent disconnect notices within the last six months that were delinquent again this includes account numbers 0586, 0543, 0034, 0248. Regular past due letters and reminders to pay will be sent to accounts 0296, 0578, 0636, 0648, 0964.
 - o Account number 0396 has not made payment since 06-2022 and has requested his service be turned off and that his account balance be removed since he has not lived there for months. Town council directed Strunk to send notice to account, including a letter noting the violation of town code property and building permit codes. Account is subject to late charges, lien and should be continued to be billed as any property within town limits is responsible for minimum billing including water, sewer and trash according to town ordinances.

PARKS and RECREATION: (*reported by Recreation Director, Brad Stone*)

- Pancake Breakfast was a hit with about \$200 in donations to the recreation department. Flag Football season completed with about 30 participants. Halloween was successful with Recreation running the Halloween fun and Haunted House at Townhall. Basketball camp has been in November with about 32 participants overall with Randy Strunk volunteering. The Thanksgiving Potluck is scheduled for November 19. Kids' Nights Out have been running every other month.
- December 10 is the Christmas on Main Street and Parade of Lights the same day as the basketball tournament. Brad will reach out to Cheryl Witt about the movie event. Santa Claus will also be coming to town on December 10 as well on the firetruck.
- Chess Club is going well with about 10 regular kids attending twice a week at the school. The pool is open with recreation on Thursday Night Swim, Sunday 12 to 5pm and water aerobics Mondays, Wednesdays, and Saturdays. Brad is working with the

school to determine the separation of duties and cost on pool operations.

Memberships are still available with auto-bill through the town bill.

- Youth basketball is expected to run in January and Recreation will begin planning the 2023 calendar of events.

BUDGET PUBLIC HEARING:

- Trustee Randy Fagerlund questioned the multi-purpose truck expense added in the Trash Fund for 2023. It was clarified that this was shared cost with other funds, general, water, and trash for a purchase of a town truck in 2023 as requested by the Town Manager.
- Town Clerk Strunk printed the total expenses for all departments for review. Total expenses in the 2023 budget across all funds total \$1,068,544
- Trustee Chuck Kinkel clarified the recreation costs surrounding the pool expenses and recreation wages. Recreation budget has increased as the town has been providing more programs and events.
- Trustee Tami Witt made the motion to accept and approve the 2023 Budget. Trustee David Langley seconded the motion. The motion passed unanimously.

FINANCIAL REPORT:

- Trustee Marlys Kossman made the motion to accept the bills, debit card purchases, and coding. Trustee Tami Witt seconded the motion. Trustee Tami Witt mentioned that when the town was purchasing items to make the effort to use local vendors as much as possible. The motion passed unanimously.

Mayor Tom Bredehoft adjourned the meeting at 8:20pm.



Tom Bredehoft

MAYOR

E. Strunk

CLERK

12/12/2022

DATE APPROVED

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

December 12, 2022

The Board of Trustees for the Town of Flagler, Colorado met Monday December 12, 2022 for the REGULAR MEETING at 6:00 p.m. The meeting was held at 311 Main Ave. Present at the meeting were Mayor Tom Bredehoft, and Trustees Chuck Kinkel, Troy Kindley, Marlys Kossman, Randy Fagerlund, Tami Witt and David Langley. Town Clerk Emily Strunk, Town Manager Justin Crisp and Wastewater Manager Terry Jaques were the town employees present. At 6:00 PM the mayor called the meeting to order followed by the Pledge of Allegiance.

PUBLIC AUDIENCE:

- The public audience in attendance was Erika Saffer. Dana and Marilyn Keech.
- Lincoln Health/Hospital - Erika Saffer reviewed information about the Oncology and Infusion Clinic at Lincoln Health in Hugo. She also let us know that all Lincoln Health locations including the Flagler Family Practice would be closed December 26 and January 2.

OLD BUSINESS:

- Trustee David Langley made the motion to accept the minutes from the November 14, 2022, regular meeting. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
- The trustees directed the Town Clerk Strunk to call the Kit Carson County Sheriff for the removal of the gravel in the street in front of the address associated with account 0396.
- The auditor has been given all the information necessary to resume the audit. Clerk Strunk is waiting to hear when Flagler will be put back on his schedule.
- Town Clerk Emily Strunk presented an update on the proposed housing development north of the Flagler School. All information has been submitted to DOLA for review to be considered for the formal invitation to apply for the grant. Clerk Strunk met with Aryes and EV Studios and the possibility of using Fading West and their modular affordable housing design. Should Flagler not be invited to apply for the grant, Flagler can apply in the next round in 2023. Strunk also noted that Flagler will be hosting the

State/Regional Housing Summit on January 19th at the Wheatland Conference Center for Regional Town Clerks, Administrators, and State representatives from the Department of Local Affairs.

- Trustee Tami Witt made the motion to accept the renewal from Anthem for the employee health insurance. Trustee Marlys Kossman seconded the motion. The motion passed unanimously.
- Federal Holidays were reviewed to determine if the Town would adopt holidays to the schedule which would include Martin Luther King Jr Day, Juneteenth, & Veteran's Day. No changes were adopted.

NEW BUSINESS:

- Town Manager Justin Crisp requested a temperature sensor be installed in the shed by the water tower so if the building falls below freezing a warning is issued. Trustee David Langley made the motion that a temperature sensor be installed in the shed by the water tower for the quote provided of \$1200.00. Trustee Tory Kindley seconded the motion. The motion passed unanimously.
- Clerk Strunk notified Town Council that the Flagler Food Pantry had moved from Townhall on Monday the 12th. The food pantry moved out the refrigerator and microwave that town employees had been using. Clerk Strunk asked for approval to purchase a new refrigerator and microwave from ACE Hardware. Trustee Tami Witt made the motion to approve the purchase of a refrigerator and microwave in the amount of \$850.00. Trustee Troy Kindley seconded the motion. The motion passed unanimously.
- Trustee Randy Fagerlund made the motion that all full time employees with the Town of Flagler would receive a Christmas Bonus in the amount of \$500.00 to be paid in gift certificates purchased at Flagler businesses. Part-time employee Adriana Bolen would receive \$150.00 and Seasonal Employee Pam Loutzenhiser would receive \$100.00. Trustee Tami Witt seconded the motion. The motion passed unanimously.
- 2023 Employee raises were tabled until the 2021 audit is complete.

- Trustee Tami Witt made the motion to approve the mill levy of 41.640 mills, with a temporary reduction in the mill levy rate of 5.5 mills, making the net mill levy for 2023 36.140 mills. Trustee Troy Kindley seconded the motion. The motion passed by majority with Trustees Tami Witt, Troy Kindley, David Langley, Marlys Kossman and Randy Fagerlund voting Aye, and Trustee Chuck Kinkel voting Nay.
- Trustee Troy Kindley made the motion to adopt Resolution 141 Certifying and Levying the Mill levy of the Town of Flagler for the 2023 fiscal year. Trustee David Langley seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel made the motion to adopt Resolution 142 summarizing the expenditures and revenues for each fund and adopting the 2023 budget for the Town of Flagler. Trustee Randy Fagerlund seconded the motion. The motion passed unanimously.
- Trustee Chuck Kinkel made the motion to adopt Resolution 143 appropriating sums of money to the various funds and spending agencies for the 2023 budget year as follows: General Fund \$593,250, Water Fund \$215,564, Wastewater Fund \$77,030, Garbage Fund \$182,700, Conservation Trust Fund \$6,020. Trustee Tami Witt seconded the motion. The motion passed unanimously.

REPORTS:

- **Town Manager Report** (*reported by Town Manager Justin Crisp*)

There will be a supply chain interruption for chlorine as reported by Colorado Department of Health which may affect the Town in the spring.

- TRASH REPORT: Nothing new to report
- STREETS REPORT: Working on 2023 schedule.
- WATER REPORT: Lead and Copper regulations have been revised. Town of Flagler will be required to inventory every survey or inspect every line. This will occur in 2023 and 2024 and needs to be completed by 2024. In some instances line replacements may need to occur. Town Manager also mentioned that there is help for low income families and water payments. Clerk Strunk indicated that she had been talking with Kit Carson County to get LEAP and other applications completed for this process.

- o WASTEWATER REPORT: Wastewater Manager Terry Jaques reported that on one flow meter needed to be rebuilt and is 20 years old. It may need to be replaced and the printer is not working. Replacing this equipment is expensive. He noted that he has 28 months remaining as the wastewater manager. Manager Crisp stated that he and Terry Fowler are certified for small systems.
- **Town Clerk Report** *(reported by Town Clerk Emily Strunk)*
 - o NR Aging was not updated. Most accounts are up to date and the ones that we were concerned about have been taken care of by either payment in 11, or payment plans.

PARKS and RECREATION: *(reported by Recreation Director, Brad Stone)*

- Flagler Christmas on Main and Parade of Lights went well. The town was successful in the delivery of Santa candy. Flagler residents participated in all events, and the events were coordinated with the basketball tournament at the school.
- Youth basketball registration is ongoing and season to begin after the new year.

FINANCIAL REPORT:

- Trustee Chuck Kinkel made the motion to accept the bills, debit card purchases, and coding. Trustee Troy Kindley seconded the motion. The motion passed unanimously.

Mayor Tom Bredehoff adjourned the meeting at 7:37pm.



Thomas E. Bredehoff

MAYOR

GA...

CLERK

1/9/2023

DATE APPROVED