



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
February 20<sup>th</sup>, 2014  
6PM  
Town Hall**

**MEETING CALLED TO ORDER:** Mayor Gerry Been called the meeting to order at 6:00 PM.

**ROLL CALL:**

<b>PRESENT</b>	<b>ABSENT</b>	<b>NON-VOTING</b>
Lester Burch	Jennelle VanGorder	Town Attorney- Scott Krob
Sandy McKeown		Town Clerk/Manager-
Matias Cumsille		Matt Krimmer
Joseph Jeske		
Mayor Pro-tem Shannon Buss		
Mayor Gerry Been		

**PLEDGE OF ALLEGIANCE:** Recited.

**OTHER ATTENDEES:** Paul Grant, James McVaney, Kristine Cutbirth, Florence Burch, Dennis Gutenberger

**UNSCHEDULED PUBLIC APPEARANCES:** None.

**SCHEDULED PUBLIC APPEARANCES:** None.

**TOWN PARK:**

- Matt presented a compilation of pictures and information on park benches showing different designs and materials. The intent was for the Council to select a couple of designs to standardize benches in the park and to allow for memorial benches which families, friends, and organizations can sponsor with plaque recognition on the benches. Dennis Gutenberger provided information about the materials used in making the benches and answered questions. Following a moderate discussion Council asked for more research to be done on two preferred designs and project an estimate of the number of benches of each style.
- Matt informed Council the Park event being planned for June 7<sup>th</sup> will include softball, volleyball, and horseshoe tournaments along with basketball hoop contests and assorted lawn games such as bocce ball, ladder toss, etc. Matt has proposed the event be called the Larkspur Spring into Summer Event.

**NEW WELL PROJECT: Engineering** – Matt briefed the Council on the well technical engineering meeting held Friday, Feb 14<sup>th</sup> attended by Leroy Cruz, Wayne Lorenz, Gary Witt, Kevin Archer, Mayor Been, Will Parker, Paul Grant, Beckley Mobley, Sharon Roman, and Matt. Topics discussed included railroad ROW easements,

access road construction, temporary movement of power poles and wires, disbursement of water, staging areas, and scheduling utility locates. Also discussed was establishment of Geographic Information System (GIS) coordinates for the project. Matt will contact Douglas County for using their GIS department to support the Town through a possible IGA.

Matt presented the final version of a contract agreement and scope of work with WWE for approval.

**A motion was made by Matias Cumsille and seconded by Lester Burch to approve a contract to engage Wright Water Engineering (WWE) to perform the engineering design for the new well and provide engineering specifications to proceed with drilling the well and related construction for the water treatment and delivery system. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

**NEW TOWN HALL:** Matt requested formal approval of an additional \$2349.50 to cover the balance of final closing costs for the Edge building and land. Matt noted email approvals were sought and received from Council prior to this meeting in order to complete the transaction.

**Matias Cumsille made a motion to approve an additional \$2349.50 in closing costs to complete the Edge building and land acquisition. The motion was seconded by Sandy McKeown. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

Matt noted some brush on the north side of the property adjacent to Spruce Mountain Road needed to be removed for safety reasons since the line of sight for pulling out of the parking lot area was obstructed. This action will be taken as soon as weather permits. Mayor Been presented a proposal from Corporate Interior Design Company, Lisa, Christner, to prepare several design options for the interior remodeling to make the best use of space in the building.

**A motion was made by Shannon Buss to approve the proposal submitted by Lisa Christner and to hire the Corporate Interior Design Company to prepare options for interior design for the new Town Hall building at a cost not to exceed \$1660. The motion was seconded by Sandy McKeown. A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention (Mayor Been); motion carried.**

**BILLS TO BE PAID: General Fund: \$17,744.38 and Water & Sewer: \$8,029.29**

Matt presented bills to be paid in the amount of \$17,744.38 and \$8,029.29 and explained that due to the separation of fund accounts and the detailed tracking of water and sewer expenditures required by the grant/lending agencies for the new well the payments would have to be approved separately.

**A motion was made by Shannon Buss and seconded by Matias Cumsille to approve payment of bills totaling \$17,744.38 from the General Fund account. A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention on payments to Fischer Enterprises (Mayor Been); motion carried.**

**A motion was made by Sandy McKeown and seconded by Joseph Jeske to approve payment of bills totaling \$8,029.29 from the Water & Sewer Fund account. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

**SEMOCOR REPORT:** Paul Grant reported some minor changes were required to wastewater monitoring in order to receive wastewater permit approval. Semocor is working on making the changes.

**CONTINUING BUSINESS:**

- **Dump ID Key Cards** – Matt informed Council of having used the last of the current key cards and the need to purchase additional cards which only come in 50 card quantities and cost \$11 each.
- **Election**
  - ✓ **Ballot Question Petitions** - Matt presented acceptable completed referendum petitions for adult use marijuana regulations (proposed Ordinance 6.24) and the imposition of an excise tax on the sale of adult use marijuana products (proposed Ordinance 7.85) for the Council to accept by motion. Attorney Scott Krob noted that if no motion was made to accept these petitions they would be included on the April 8<sup>th</sup> ballot and presented to the voting citizens of the Town to accept or reject. No motions were made and the Town Clerk will add these two items to the April 8<sup>th</sup> election ballot as ballot questions.
  - ✓ **Nomination Petitions** – Matt reminded Council that nomination petitions for three Council seats are available and must be turned to the Town Clerk no later than close of business Monday, March 10<sup>th</sup>, 2014.
- **2014 Water Rates** – Matt reminded Council of the need to address 2014 water rate increases.

**LEGAL UPDATES:** None.

**NEW BUSINESS:** None.

**MANAGER’S REPORT:**

- **Maintenance position** – Matt commented that some resumes’ have been received and invited Council members to participate in interviews. Matt informed Council he would review all applications and select the top three for interviews.
- **Volunteers** – Matt noted that several volunteers have been very helpful in the records digitizing, sorting, and relabeling work and there are others on the list for the next couple of weeks.
- **Town Flag** – Matt suggested the Council revisit the idea of a Town Flag as a status symbol to represent the town to potential developers and businesses and add to the prestige of the Town as a vibrant and proud community.

Matt provided handouts for the Douglas County Youth Initiative Outstanding Youth Awards and for the County Sheriff’s “Safe Talk” suicide awareness training.

**COUNCIL COMMENTS:** Shannon Buss asked if Joe Yavorski had paid his water and sewer tap fees for the new building. Matt responded he had not.

**MAYORS COMMENTS:** Mayor Been informed Council he had contacted the State Fish and Wildlife Department and asked about stocking fish in Plum Creek. They

informed him they would support such an effort if it became viable. He also asked them about how to handle bear problems in the dump and their suggestions of steel lids on dumpsters and fortified or electrified fencing have already been explored by the Town. Mayor Been asked Council if they would support paying for all or a portion of his mobile phone bill since the majority of calls made related to Town business. The estimated monthly bill is around \$45. Following a brief discussion Council decided not to take action at this time stating they would be open to revisiting it at a later date.

**A motion was made by Matias Cumsille and seconded by Lester Burch to adjourn the meeting. Motion carried by unanimous voice vote and Mayor Been adjourned the Council meeting at 8:10 PM.**

Respectfully submitted,  
Matt Krimmer  
Town Clerk/Manager

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate record of the meeting is the digital recording of the meeting, maintained in the office of the Town Clerk.