

Town of Garden City Minutes

January 15, 2008

Regular Meeting

Re submitted

Mayor Miller called the meeting to order at 7:30.

Roll Call - Mayor Miller and Trustees, Terry Greenwood, Mary Miller, Dennis Kendrick, Lonelle Archuleta, Nina Kendrick and Clarence Krieger were present. Staff Kitty Kinoshita, Town Clerk, Janice Walter, Deputy Clerk and Lt. Parkos from the Evans Police Department were present. Also in attendance were Brian Seifreid, 8th Avenue Wing Shack, Gina Johnston, Post 2121, Manual Kelly, 2504 6th Avenue, Tim Leach, WL Contractors, Mike Ketterling, KBN Engineering, Union Colony Fire Authority Fire Chief Doug Forest and Dale Limon, Fire Marshall and Fil Archuleta, 2705 8th Avenue.

Consent Agenda Minutes of Regular Meeting December 9, 2007 and Treasurer's Reports for December 2007 Including Bills Paid. Additional Snow removal bills of R J Enterprises Inc. and King Bee Contracting, LLC. CIRSA Invoice - Property/Casualty Coverage is \$3,435.00 - Worker's Compensation Pool is \$1,181.00. CMCA 2008 Renewal invoice - \$60.00. Clarence Krieger moved to accept the consent agenda with the additional bills. Dennis Kendrick seconded. 7 Ayes. 0 Nays. Motion carried.

Public Invited to Be Heard - Mayor Miller asked for any comments from the public. No comments.

Attorney Report – Don Hoff had nothing which was not on the agenda.

Police Report was given by Lt. Parkos. Scooter's is closed so things should be quieter. Assault reported on page 4 is a typo on the police report.

New Pawn Shop Procedures in Greeley may affect Garden City - Lt. Parkos explained the new procedures in Greeley. He hopes Garden City will pass the same ordinance and is putting together a proposal. Evans would like for Garden City to partner Evans in the cost for half of the program "Leads on Line". This will expedite checking on stolen property and could help find sex offenders. Garden City's cost would be \$1,000.00 per year. King's Pawn has agreed to upload their information into the system. It will give us information in outlying areas. Don Hoff mentioned it needs to be budgeted for. Evans is ready to start as soon as Garden City agrees. Dennis Kendrick moved to pay the \$1,000.00 per year. Clarence Krieger seconded. 7 Ayes. 0 Nays. Motion carried.

Liquor License Renewal - Stagger Inn - Lonelle Archuleta asked about fire hazards to be fixed. The background check was on Carmen Graham. Lt. Parkos has the manager information. Dennis Kendrick moved to renew Stagger Inn's license. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried. Pioneer Post 2121 The background check was on Tish Guenther. Lt. Parkos has the manager information. Clarence Krieger moved to renew Pioneer Post 2121's license. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried. Nina Kendrick seconded. 7 Ayes. 0 Nays. Motion carried.

Fund Transfers are just a paperwork process. No money actually moves. *Transfer \$3,550 from the Conservation Trust Fund to the General Fund* (4,411 was budgeted and this will leave a balance of 175.14 plus \$5 interest which gives us a beginning balance of 180.14). Clarence Krieger moved to approve the transfer. Dennis Kendrick seconded. 7 Ayes. 0 Nays. Motion carried.

Transfer \$43,000.00. To the Street Fund from the General Fund (\$277,000 was budgeted and this will give us a beginning balance of 42,697.47). Clarence Krieger moved to moved to approve the transfer. Dennis Kendrick seconded. 7 Ayes. 0 Nays. Motion carried.

Deputy Clerk, Janice Walter suggested putting \$50,000.00 in the *Capital Improvement* from the General Fund to build it up. It was done in the past in case we need something. Nina Kendrick moved to transfer the money as in past years. Lonelle Archuleta seconded. 7 Ayes. 0 Nays. Motion carried.

8th Avenue Street Repair — Mike Ketterling from KBN Engineering, introduced himself and explained the process of what he would be looking for in the project to overlay 8th Avenue from 25th Street to 28th Avenue. Restriping, manholes and gutters need to be covered in detail for bids. KBN Engineering will follow through to make sure specifications are met. KBN Engineering will check to see if all of the street should be overlaid or if a surface treatment would be better. The Board expressed they would like a long term solution.

8th Avenue Crosswalk –Tim Leach, WL Contractors, explained several types of cross walks and their cost. He will meet with the Board February 2, 2008 to look at the street to find a good location and see which type of cross walk would be best. If there is a stop light the Fire Department would like to have an *opticon* so they could control it if necessary.

Introduction of Ordinance for the Adoption of the International Fire Code 2006 Edition - Union Colony Fire Authority Fire Chief Doug Forest and Dale Limon, Fire Marshall propose the adoption of this International code. Concern was expressed about an existing building with several families living in it at 26th Street and 7th Avenue. They will check on it. The intent for adopting this code is to enforce operation issues (procedures). Western Hill Fire Department has adopted it and they provide protection for Garden City. Notice of Public Hearing has been faxed to the Tribune.

Official Publication and Posting Places - The newspaper for official publishing has been The Tribune, now NCCG (Northern Colorado Communication Group). Official Posting Location has been the Bulletin board on Town hall west wall and the front door. Clarence Krieger moved to keep the publishing and posting places the same. Lonelle Archuleta seconded. 7 Ayes. 0 Nays. Motion carried.

Designation of Workers' Compensation Physicians – A designation of 2 was requested by CIRSA. The Greeley Medical Clinic or Family Physicians West are proposed for the medical clinics and do workman's comp claims. It is to give employee 2 choices for treatment. Clarence Krieger moved the two clinics be approved. Lonelle Archuleta seconded. 7 Ayes. 0 Nays. Motion carried.

Maintenance Man Position – Kelly Housewert's health has deteriorated to the point he cannot do the outside work. They would like to advertise for a maintenance man. The Clerk is to get bids on weekly cleaning service. Clarence Krieger moved to advertise for a maintenance man. Nina Kendrick seconded. 7 Ayes. 0 Nays. Motion carried. Craig's list on the internet and Colorado job finders would be a good place to look.

Access to building – Lonelle Archuleta suggested Dan Swallow have an office key. Nina Kendrick moved Dan Swallow has a key. Lonelle Archuleta seconded. 5 Ayes. 2 Nays.

Announcements - Great Outdoors Colorado Grant workshop February 4, 2008. Colorado Municipal League Annual Legislative Workshop February 27, 2008. Lonelle Archuleta moved Kitty Kinoshita could attend the two workshops. Terry Greenwood seconded. Lonelle Archuleta expressed a desire to go. Nina Kendrick moved Lonelle Archuleta could attend the Legislative workshop. Terry Greenwood seconded. 2007/2008 winter edition of the bi-annual Floodstage Newsletter is available in the office. It contains interesting flood-related articles and information about upcoming events. North Front Range Metropolitan Planning Organization 2008 Meeting Calendar, summary of January Meeting and January update which has the projects for 2008. The Clerk confirmed 32 Business Licenses were issued and issued Waiting on 16. She explained

procedure for tracking to the Board. CIRSA Web based Training for winter driving at no cost and if taken will get credit.

Other Board Issues – In the Liquor sting a three establishments were caught selling to under age people. Brian Small told the Clerk they were first offences and disciplinary action will be through the state. It was approved for the Clerk to watch for and purchase items for kids raffle on National Night out. Also, hats with 70th Anniversary on them. Terry Greenwood noticed cars for sale in the parking lot at 2647 8th Avenue. The land is owned by PB Roche. The Clerk is to check with the Colorado Board to see if they have a dealer's license. Nina Kendrick mentioned description on maintenance time sheets should be specific. The Clerk's overtime was questioned. Since the Board requested she be at the office 7:30 to 3:30 daily, it occurred during a week with the Board meeting and occasionally when a workshop was attended. The possibility of creating an Employee handbook was mentioned. Having a time clock installed was discussed.

Adjourn Clarence Krieger moved the meeting be adjourned. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried. Mayor Miller adjourned the meeting at 9:20 p.m.

Respectfully re submitted: _____
Kitty Kinoshita, Clerk/Treasurer