

## Town of Garden City Minutes

February 19, 2008

Regular Meeting

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 Sgt. Phipps from the Evans Police Department and Don Hoff were present. Also in attendance were Brian Seifreid, 8<sup>th</sup> Avenue Wing Shack, Teresa Waln, Happy Days Liquor, Mike Ketterling, KBN Engineering, Union Colony Fire Authority Fire Chief Doug Foresman and Dale Limon, Fire Marshall and Fil Archuleta, 2706 8<sup>th</sup> Avenue.

Consent Agenda consists of Minutes of Regular Meeting January 15, 2008, Treasurer's Reports for January 2008 Including Bills Paid and Upstate Colorado Economic Development, yearly invoice \$285.00 - "Leads on Line" invoice \$1,000.00. Lonelle Archuleta noticed the background checks for Stagger Inn was Carmen Graham and should be Jon Graham and Pioneer 2121 had Tish Guenter and should be Gina Johnston. New background checks were requested. Discussion of the time clock was omitted. Errors in the descriptions of motions made were noticed. Since several errors were made the Clerk will re submit the minutes for January. Nina Kendrick asked if our expenses were ever published. The paper sends back a copy of the publication and it is kept in the archives. She also asked about the Employee hand book mention in January. The Clerk has several examples of employee handbooks from other town on a CD which is available for the board to view. Nina Kendrick moved to have the Clerk resubmit the minutes. Dennis Kendrick seconded. 7 Ayes. 0 Nays. Motion carried. Dennis Kendrick moved to accept the rest of the consent agenda with the additional bills. Clarence Krieger seconded. 7 Ayes. 0 Nays. Motion carried.

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

Attorney Report – Don Hoff had nothing specific to mention.

Police Report was given by Sgt. Phipps. Terry Greenwood brought up code enforcement. The house right behind him has a dog which barks consistently. He offered to meet a code officer during lunch. This has been going on about a year. The Sergeant suggested code enforcement be called to meet. They could be reached through dispatch. Terry Greenwood said he had not had much luck in reaching them through dispatch. Don Hoff said he would get involved. Terry Greenwood asked what the law said about how many people could live in fifth wheel trailers at 2605 27<sup>th</sup> Street Road. Several people live there. Sgt. Phipps will speak to Dan Swallow. There is also a camper in front of the AA Club. This has been happening over a year and the officers have not done anything. Something needs done. Don Hoff asked if Sgt. Phipps had any information on the pawn shop ordinance. The clerk explained she had spoken with Commander Parkos. Evan is working on writing the ordinance and will get it to us when they have it. Terry Greenwood asked the police to check on a car which may be abandoned. Nina asked if the police would double check on the 9<sup>th</sup> Avenue apartments as there are several thefts there. Mention was made of a suspicious vehicle outside of Stagger Inn. An officer checked on it and was unable to determine any wrong doing. Lonelle Archuleta noted people were in the Stagger Inn until 3, 4 or 5 in the morning every night and has been going on for a long time.

Ordinance 01-2008 – Adopting by Reference the International Fire Code and providing penalties for Violation - Union Colony Fire Authority Fire Chief Doug Foresman asked if there were any questions on the Ordinance. Nina Kendrick asked what they had found out about the apartments on 7<sup>th</sup> Avenue and 26<sup>th</sup> Street. Dale Limon, Fire Marshall said there were some exit signs out. There were enough exits but inadequate lighting. Also 1 door had a lock. They will do a follow up. Clarence Krieger asked about flushing out the fire hydrants. There are 2 people who do this and checked annually. Clarence Krieger requested to see the log. Fire Chief Doug Foresman will check on what the procedure is. Lonelle Archuleta moved to adopt the Ordinance. Clarence Krieger seconded. Roll Call Vote: Terry Greenwood, yes, Mary Miller, yes, Dennis Kendrick, yes, Lonelle Archuleta, yes, Nina Kendrick, yes, Clarence Krieger, yes, Eddie Miller, yes. Ordinance 01-2008 was adopted.

8<sup>th</sup> Avenue Street Repair - Mike Ketterling, of KBN Engineering, tried to get the specifications from CDOT on 8<sup>th</sup> Avenue when it was last repaired. The three people he had talked to said the state still had control of 8<sup>th</sup> Avenue. The Resolution states the state would initiate the contract to turn 8<sup>th</sup> Avenue over to Garden City after the improvements had been inspected. The Deputy Clerk does not remember getting any other paperwork from the state. Mike Ketterling will again check with CDOT and do some more research.

8<sup>th</sup> Avenue Crosswalk –Garden City received WL Contractors proposal for the crosswalk. It is for a hanging light. Don Hoff asked if a temporary removable speed bump might work. Due to the traffic it probably wouldn't. Due to the confusion about who is responsible for 8<sup>th</sup> Avenue the crosswalk will be put on hold.

Liquor License Renewal - 8<sup>th</sup> Avenue Wing Shack – Brian Seifreid had a question on his paper work for renewal The Clerk will talk to him after the meeting. Clarence Krieger moved to renew 8th Avenue Wing Shack's liquor license. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried. Happy Days Liquor – Nina Kendrick asked Teresa Waln what the punishment would be for selling liquor to a minor. It will be handled through the state and she doesn't know what it is yet. Teresa Waln explained how the violation happened. All employees will attend the Evans alcohol class and they have purchased a scanner to verify licenses are real. They did pass the tobacco sting. Lonelle Archuleta moved to renew Happy Days Liquor's liquor license. Clarence Krieger seconded. 7 Ayes. 0 Nays. Motion carried. Teresa Waln mentioned they are working on improving the outside of the building.

Maintenance Man Position - The Clerk has 3 applications. 1 maintenance application is willing to clean. The Deputy Clerk made copies of the applications for the Board to review. The Clerk is to post the job on Craig's List. It was mentioned if the maintenance man cleaned he would have more hours in the winter. The Board looked at the applications during other board issues. The Clerk told them the job paid \$10.00 per hour. When she talks to applicants, she is to ask if they have any job restrictions. An ad in the Thrifty Nickel was approved. The Clerk is doing the cleaning now. Lonelle Archuleta moved to delay any interviews until ads had been run and to have the Clerk write letters to the applicants she has now to notify them of the timeline. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried.

Cleaning Proposals - 2 proposals - Nina Kendrick expressed concern about Sunshine Cleaning charging for more hours than worked. Don Hoff explained it was a basic charge charged per job. Deputy Clerk, Janice Walter, had had a bad experience with Sunshine Cleaning when they had cleaned for her. Nina Kendrick had heard some bad things about Miracle Maids in Arizona. Clarence Krieger said Cherokee Cleaning cleaned his house and did a good job. Janice Walter wanted to make sure if we had a contract with a cleaning service we made sure to get the confirmation they only hire people legally in the U.S. It was tabled until next meeting.

Designation of Representative - Workers' Compensation Representative - Terry Greenwood moved to have Town Clerk as representative. Lonelle Archuleta seconded. 7 Ayes. 0 Nays. Motion carried. FEMA Floodplain Administrator and Contact - Lonelle Archuleta moved to have Town Clerk as representative. Clarence Krieger seconded. 7 Ayes. 0 Nays. Motion carried.

Beautify Garden City Project - Dennis Kendrick has not come up with a figure to work with for this project. Nina Kendrick has been told Garden City is beginning to look trashy. It was questioned if Evans Code Enforcement is doing their job. Nina Kendrick asked the Clerk to write a letter to the Evans Chief of Police to see if he would come to a Town Hall Meeting. The Board would like to speak with him. Lonelle Archuleta asked if Spring Clean Up could be in March. It is in May so there would be good weather. The Clerk requested to be called if anyone saw something which should be reported to Code Enforcement and she would contact the police. All About Autos is in the process of getting their dealers license. Janice Walter told the Clerk to contact Dan Swallow to make sure there will be sufficient parking if they get their license. The Clerk is to follow up and check if they have gotten their license. Dennis Kendrick thought to send out a flyer which says to participate in the program, residents would need to bring in three water bill and Garden City would pay half. An application would need to be filled out. If this program is to be for all citizens, Don Hoff will check to

see if the Board qualifies. There was some discussion if business would qualify. Code Enforcement needs to be more active. Dennis Kendrick moved to table Beautify Garden City Project until Code Enforcement is contacted. Nina Kendrick seconded. 7 Ayes. 0 Nays. Motion carried.

Garden City Park – Lonelle Archuleta found 2710 6<sup>th</sup> Avenue is for sale at \$55,000.00. She thought it would be easy to clean up. It is 2 lots. The Board will look at the property. Dennis Kendrick moved to table the Garden City Park until next meeting after the Board accesses the property. Lonelle Archuleta seconded. 6 Ayes. 0 Nays. 1 no vote. Motion carried.

Announcements - Metropolitan Planning Organization – Annual Regional Stakeholder Event 3/26/08 – Regional Collaboration 4/18/08 - February Update – Council Meeting Summary for February 7, 2008 meeting – The Clerk will RSVP for anyone interested. - Colorado Municipal League – Next Two years Initiatives - “If I were Mayor” 7<sup>th</sup> Grade essay contest – Please tell anyone who might want to enter. - Upstate Colorado Economic Development Profile Book - U.S. Senator Ken Salazar to host meetings in Ft. Collins and Ft. Morgan. Invitation to attend. The Clerk will RSVP for anyone interested. - Public Hearing Notice for Colorado DOT FY2008 – FY2013 Draft Statewide Transportation Improvement Plan - February 21, 2008 in Denver, CO. The Flyer has been posted. Weld County Dept. of Public Health Grant for pick up of illegally stored tires. Flyer has been posted for more information. 2008 Municipal Clerks Luncheon is March 20, 2008. 11 to 2 – The office will be closed at 10:30 a.m. Kitty Kinoshita was asked by the County if Garden City would be a polling place for the upcoming elections. She said yes and will find out more details at the luncheon.

Other Board Issues – Clarence Krieger asked why there was only 1 time sheet included in the packet. Nina Kendrick said she asked because there was no time clock yet. She also meant she wanted to see them all but was not phrased right. Lonelle Archuleta suggested we get a time clock to track employee’s time. Clarence Krieger thought it showed no trust in the employees. Lonelle Archuleta suggested Kitty Kinoshita be able to leave when her work is caught up. It had been said in prior meetings she should be here from 7:30 to 3:30. The Clerk asked for direction on how she would she determine when to leave. The time sheets for all city employees will be included in the packets from now on. The Clerk said she tries to run all errands in the afternoon. It was decided to keep things as they are. The board has received calls that the office cannot be reached. Kitty Kinoshita requested if the Board thought there was a problem, they would call and let her know so it could be fixed right away. She requested more communication. Nina Kendrick said the City needs handicap or wheel chair signs by 9<sup>th</sup> Avenue and 8<sup>th</sup> Avenue. They have been requested by the residents. Signs will be put up at each end of 9<sup>th</sup> Avenue, 26<sup>th</sup> Street and possibly 8<sup>th</sup> Avenue. The Clerk will order 6. The Clerk is asked to check on the cost of slow moving vehicle signs for wheel chairs. Lonelle Archuleta asked how we might be able to get rid of large patches of ice. No solution was found.

Adjourn – Lonelle Archuleta moved the meeting be adjourned. Terry Greenwood seconded. 7 Ayes. 0 Nays. Motion carried. Mayor Miller adjourned the meeting at 9:30 p.m.

Respectfully submitted: \_\_\_\_\_  
Kitty Kinoshita, Clerk/Treasurer