

Town of Garden City Minutes

October 21, 2008

Regular Meeting

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

Mayor Eddie Miller and Trustees; Terry Greenwood, Mary Miller, Dennis Kendrick, Lonelle Archuleta, Fil Archuleta and Clarence Krieger were present. Staff present was: Don Hoff, Town Attorney; Cheryl Campbell, Clerk; Janice Walter, Deputy Clerk; and Commanders Mike Parkos and Pat Haugse, Evans Police Department. Also in attendance were: Ronica Rueb, Lee Heinze, Shirley Bond and Crystal Henderson from the White Horse Inn; Lisa Donley from Thee Working Class Bar; Mike Ketterling from KBN Engineering; Debra Ashland, Helen Sanchez, Attorney Bob Ray from El Carousel.

Consent Agenda

- a. Minutes of the Septmeber 16, 2008 Regular Meeting
- b. Treasurer's Report for September 2008 Including Paying Bills
- c. Sign Letter of 'Intent to Renew' for CIRSA

Dennis Kendrick moved and Clarence Krieger seconded to approve the consent agenda. 7 Aye. 0 Nay. Motion Carried.

Public Not on The Agenda Invited to Be Heard

Mayor Miller asked the audience to introduce themselves and invited public comment. There was none.

Mike Ketterling Follow-up Report on 8th Avenue

Mike Ketterling gave a brief overview of the 8th Avenue Overlay Project. He presented the Board with an invoice from Rocky Mountain Pavement for \$176,874.79. He recommended withholding payment of the invoice until the final pavement markings are in place. He also presented an invoice from KBN Engineering for supervision services for the Overlay Project for \$2000.00. Clarence Krieger moved and Terry Greenwood seconded to pay KBN Engineering Invoice #3884. 7 Aye. 0 Nay. Motion Carried.

Liquor Licensing Issues

- a. **El Carousel Liquor License Renewal**

Helen Sanchez and Debra Ashland were present and addressed the Board regarding the renewal of El Carousel's liquor license. Attorney Bob Ray was also present as legal representation for Garden City Entertainment dba El Carousel. The Clerk received reports from Evans Police Department, Union Colony Fire Protection and Weld County Health Department. Union Colony Fire Protection reported no violations and no objections to renewal. Weld County Health Department reported two violations this year which have been corrected and re-inspected - no objection to renewal. Evans P.D. sent an extensive report regarding a drug arrest involving an El Carousel employee and also Commander Haugse gave a verbal report on calls Evans PD has responded to over the past few months. There was extensive discussion including questions from the Board and Evans PD about what El Carousel owners, managers and staff are doing to reduce the number of incidents at the bar. Also noted, were Sergeant McDaniel's concerns regarding El Carousel staff acting as unlicensed Security Guards. Debra assured the Board that her staff was no longer acting in that capacity. Trustee Terry Greenwood reminded all of the licensees present that the Board is available to help and encouraged them to attend the monthly meetings if they have a concern. Terry Greenwood moved and Clarence Krieger seconded to approve Garden City Entertainment Inc's liquor license. 7 Aye. 0 Nay. Motion Carried.

- b. **White Horse Response to Liquor License Violation**

Ronica Rueb and Lee Heinze were present to address the Board's questions regarding a liquor license violation that occurred at the White Horse in August. Also present were the two bartenders that work the bar most of the time. Bartender Shirley Bond, who received the summons for serving a visibly intoxicated person, explained to the Board what happened regarding the incident. Ronica explained that all of the staff have been to the Server classes and have had additional training. She also said that the managers are spending more time in the bar. Commander Haugse asked The White Horse staff what the PD could do to help, Ronica asked for increased walkthroughs. She also asked that there be consequences for the troublemakers rather than just a verbal redirect from PD. The Board thanked The White Horse owners and staff and offered assistance at any time.

- c. **Thee Working Class Bar Response to Liquor License Violation**

Lisa Donley was present and addressed the board's questions regarding an incident at Thee Working Class Bar involving co-owner Frank Gomez and a bartender being summonsed for serving a minor. Lisa explained that she has trained the staff to check everyone's ID no matter what. Commander Haugse also gave a verbal report on additional calls that the PD has responded to over the past few months. He also asked Lisa about several complaints regarding smoking in the bar. She assured the Board that she does not allow smoking any longer in the bar. The Board thanked Lisa and offered assistance at any time.

Police Report

Commander Haugse did not have the statistics but did report that September was very quiet in Garden City and that traffic patrol has been very heavy on 8th Avenue. He stated that three officers have been added to the force. He offered to answer any questions from the Board. The Clerk reported that Code Enforcement has greatly improved and we are very pleased with Officer Augustine. He is very visible and accessible to the community.

Paid Time-Off Policy (PTO) Clarifications

The Board discussed the recently adopted Paid Time-Off Policy. Clarence Krieger moved and Lonelle Archuleta seconded to make Paid Time Off available only to full-time employees and make the effective date of the policy September 16, 2008. 7 Aye. 0 Nay. Motion carries. Terry Greenwood moved and Clarence Krieger seconded to approve the proposed "Pay-Out Hours Cap" be paid at 100% of Employees hourly rate. 7 Aye. 0 Nay. Motion Carried.

Attorney Report

There was a brief discussion regarding the body shop that is operating without a license at 2517 7th Avenue. The owner of the body shop and the owner of the building have been summoned to appear in court on October 23, 2008.

Beautify Garden City Committee Meeting Results

Lonelle Archuleta reported that the committee approved five of the six applications for the Beautify Garden City Water Rebate Program although none of the application packets were complete. She suggested that if the

Board decides to enact the program next year, any incomplete applications should not be considered. Clarence Krieger moved and Terry Greenwood seconded to have the Clerk write the five rebate checks on October 31, 2008. 7 Aye. 0 Nay. Motion Carried.

Clerk's Official Job Title

The Clerk's letter of employment stated the title of the position as 'Town Clerk'. Lonelle Archuleta moved and Terry Greenwood seconded to change the title to 'Town Clerk/Treasurer'. 7 Aye. 0 Nay. Motion Carried.

Clerk's Health Insurance

The 90 day probationary period for the Clerk ended on October 1, 2009. The Board discussed health insurance premium payments for the clerk. Lonelle Archuleta moved and Clarence Krieger seconded to pay health insurance premiums for the clerk not to exceed \$270.00 per month. 7 Aye. 0 Nay. Motion Carried.

Maintenance Man Position

Aaron Carpenter submitted his resignation from the maintenance position effective November 1, 2008. The Board discussed the possibility of hiring a cleaning service. Lonelle Archuleta suggested offering Michelle Fisher the position of cleaning the offices and also training for the Deputy Clerk position. Lonelle Archuleta moved and Terry Greenwood seconded to offer Michelle Fisher a part-time position as Deputy Clerk/Cleaning at \$10.00 per hour with no benefits and a 90 day review period. 7 Aye. 0 Nay. Motion carried.

Transfer of Funds to Wells Fargo

Per Don Hoff's suggestion, Edwin Miller, Clarence Krieger and Lonelle Archuleta transferred \$250,000.00 from Colotrust to a new account at Wells Fargo on October 1, 2008. All of the funds from Colorust Plus were transferred to Colotrust Prime. Eddie, Lonelle and Clarence were named as signers on the Wells Fargo account.

Authorize New Signature Cards for Colotrust

At this time, the only person authorized to transfer Colotrust funds is Lonelle Archuleta. There should be at least two other people authorized to transfer funds. Dennis Kendrick moved and Terry Greenwood seconded to amend Colotrust signature cards to make Edwin Miller, Clarence Krieger,

Lonelle Archuleta and Cheryl Campbell authorized signers on the Colotrust account and require two signatures for transactions. 7 Aye. 0 Nay. Motion carried.

Resolution Authorizing Credit Cards for 2009

Resolution #04-2008 authorizes Edwin Miller, Clarence Krieger and Cheryl Campbell to hold Town of Garden City Credit Cards with a \$1,000.00 limit each. Lonelle Archuleta moved and Fil Archuleta seconded to approve Resolution #04-2008. A roll call vote was taken.

Eddie Miller-Yes Terry Greenwood-Yes Mary Miller-Yes
Lonelle Archuleta-Yes Dennis Kendrick-Yes Fil Archuleta-Yes
Clarence Krieger-Yes

Announcements

- a. RVNA Flu Shot Clinic October 24, 2008 10:00 AM-12:00 PM
RVNA will be here to give flu shots Friday October 24, 2008 from 10:00 AM until Noon. They will also have pneumonia and tetanus shots if desired.
- b. Garden City Fall Clean-Up Days November 14-16, 2008
Arrangements have been made for Fall Clean-up Days on November 14, 15 and 16, 2008. The dumpsters will be delivered on November 13, 2008.
- c. Garden City Christmas Party December 11, 2008 6:30 PM
Arrangements have been made to have the Garden City Christmas Party at Red Lobster on December 11, 2008. 6:30 PM.
- d. JAC Center Summit on October 24, 2008 9:00 AM-4:00 PM
The Juvenile Assessment Center along with their community partner agencies will hold a summit on drug prevention and community strategies at The Hope Center 4754 W. 31st Street in Greeley on October 24, 2008 from 9:00 AM until 4:00 PM. Information is available in the Clerk's office. There is a \$15.00 fee that covers the workshop and all meals.

Adjourn

Since there was no further business, Clarence Krieger moved and Terry Greenwood seconded to adjourn. Mayor Eddie Miller adjourned the meeting at 9:21 P.M.

Respectfully Submitted by _____
Cheryl Campbell, Clerk