

**Town of Sedgwick  
Record of Proceedings  
October 9th, 2023**

**Members Present:** Roger Munson, Darrin Tobin, Traci Sanchez, Dale Jones, Peggy Owens

**Employees Present:** Heather Moore

**Call to Order:** The Town Board met in regular session. A quorum was verified, and the meeting was called to order at 6:00 pm by Mayor Danny Smith

**Roll Call Mayor Danny Smith Here**

Traci Sanchez	Here	Juan De La Hoya	Absent
Peggy Owens	Here	Roger Munson	Here/Late
Dale Jones	Here	Darrin Tobin	Here/Late

**Approval of Agenda**

**Motion: Approval of Agenda**

Peggy Owens made a motion to approve the agenda with corrections; Dale Jones seconded, all in favor; none opposed, motion carried.

**Approval of Minutes**

- With two spelling corrections

**Motion: Approve the minutes**

Traci Sanchez made a motion to approve the minutes with the corrections; Peggy Owens seconded, all in favor; none opposed, motion carried.

**Bills (Published in Julesburg Advocate)**

- Handed out new checks printed list for the board since a few bills came in late.

**Motion: Bills Roll Call Vote**

Dale Jones made a motion to pay the bills, Traci Sanchez seconded. (Roll Call: All Voted for, None Against) motion carried.

**Public Comments – reminded they will have 3mins.**

- None

**Clerk's Office**

- This last month has been getting ready for Budget Prep.
- Danny will represent our Town at the Truck-N-Treat in Julesburg.
- Flowers were ordered to be sent for Alan Otsuka's Funeral.
- We don't have a resolution for bulk water for trucks that need tanks filled. The Board directed the clerk to Work with Alan Coyne to add a system to our fill station at the park. (onsite meter with pay option)

**Maintenance**

- Put a cap on the hole in the sidewalk in front of the Sedgwick Inn.
- Fixed the leak in the bathroom of the Community Center and the mold that was starting to develop.
- Finishing up mowing for the year.

**Mayors Report**

- I have worked the Rodeo arena a few times. Other than that, I don't have much this month for you.

**Board of Trustees**

- **Traci Sanches**
  - When the discussion opens for hiring the new maintenance employee, I will be stepping out of the building so there isn't a conflict of interest since the person being discussed is my spouse.

**New Business**

- **Rhonda Graham – Monthly Updates**
  - Was not able to make it to night but sent the Clerk an email requesting the Town to match last year's contribution to the Chamber Bucks of \$1500.00.
  - She is also working with the Prop123, Housing plans. And reduced the Towns new housing amount from 3 to 1 per year.

**Motion:**

Dale Jones made a motion to contribute \$1500.00 for this year's Chamber Bucks', Traci Sanchez seconded. (All Voted for, None Against) motion carried.

- **High Plainz Strains Cultivation Renewal**
  - We have had no issues or complaints against this business.

**Motion:**

Tracy Sanchez made a motion to renew the cultivation license for High Plainz Strains, Peggy Owens seconded. (All Voted for, None Against) motion carried.

**6:10pm - Public Hearing Opens - Dannah Koeniger with GMS - on Sewer Project Funding**

- **Dannah Koeniger presented. (Attachment to Minutes were provided by GMS)**
  - This meeting is to express the Towns intention to borrow funds for the project in the form of a loan.
  - 1972 was the last time the sewer system was upgraded. This was the actual construction of the current system. And we are to assume that we are seeping into the ground since water is not present in the second lagoon. And there are no current permits for the lift station or the lagoons.
  - We plan to add another lagoon North of Town and upgrade the lift station and add manholes at the end of some of the lines in town. This project is projected to cost 3.4million dollars for the evaporative system.
  - Grants are totaling around 1.3Million to possible 1.5Million.
  - Leaving around 2.1Million that will be covered by the Loan that is a 30 year term. This loan has a principal forgiveness of half that amount. So we are looking at \$1,071,500.00 for the actual Loan amount after the forgiveness. If we do this the Sewer Rates would have to rise another \$19.43. **BUT** the plan is to make a Town Contribution to that loan in the amount of \$800,000.00 from our ColoTrust Sewer CIP account. When that happens, we would ask to have the loan re-amortized, which will eliminate the requirement to raise the Sewer Rates.
    - Note: As part of the original Loan Process we will have to pass a resolution that states the \$19 rate increase in 2025, but we will not have to put into effect once that Contribution has been applied.

- We will work with the contractors to mitigate the dust during construction. There will be reconstruction of land that is disturbed.
- There will be archaeologists looking at the system for historical values, site application was submitted, a flood plain evaluation to come soon, and any other required inspections.
- Susan Wolf
  - How is our Marijuana money playing a role in this project? And Who is “They”
    - Danny responded that the money that we move to ColoTrust is mainly from Marijuana money, and that is how we are able to do the \$800,000.00 contribution to the loan to eliminate the rate increase.
    - Dannah explained when we talk about they requiring the rate increase is “The State”. When we had the meeting with Greg Etl to explain that we are below the state average that “They” is DOLA (Department of Local Affairs) and is also an entity of The State.

### Public Hearing Adjourned at 6:48pm

- **Dan Pederson for Preliminary Budget Preparation**
  - The Proposed Budget that was prepared by Dan and was handed out for the board to be used during the discussion with Dan.
  - Dan requested when the funding will happen with the Sewer Project. Clerk will email GMS to get those numbers for the budget.
  - Assessed valuation did drop about \$1000. Page 2 shows your actual business and does not show any added capital improvements, so you can see the Town activities better. I also have not increased the salaries yet. This is something for you to think about.
  - November we will have the actual Public Hearing and anything we want added to the budget in by then.
  - A line item that needs to be removed from this Proposed Budget is the line that has \$230,000 going into the Water and Sewer Fund. This was an old item.
  - Town Hall staff requested to have the old carpet removed and a floor covering laid.
  - Covid Funds have not been spent. We could see if this is something we can gift to the Fire Department.
  - We don't have a separate line item for income or expenses for the Fairgrounds. It would be nice to see our expenses going towards that. And we may plan on \$35,000 for Capital Improvements. And maybe \$5000.00 for general operating expenses.
  - Clerk reminded the Board of one item that was recommended by Greg Etl at that one meeting we had is to look at any regular increase to water and sewer rates. Not large one's but to consider the cost of materials going up every year. So maybe \$1 or \$1.50 something like that.
    - Board discussed considering \$2 for water, \$2 for the Trash services.

### Old Business

- **Resolution 23-4 – Increase of Water and Sewer Tap Fees for New locations.**
  - This was originally looked at for CDOTs location up by the Interstate. This project no longer needs our water use, but it is good to consider continuing with the resolution for any future growth. The Board was in agreement on this matter.

#### Motion:

Roger Munson made a motion to adopt Resolution 23-4 – Increasing the Water and Sewer Tap Fees, Darrin Tobin seconded. (All Voted for, None Against) motion carried.

**7:32pm - Public Hearing Opens - Ordinance 02-2023 - Fairgrounds Zoning and Ordinance 04-2023 - Fairgrounds Re-Zoning**

- This is to discuss amendments to the Sedgwick Zoning Ordinance to add a Fairgrounds District (FG) and Rezone the Fairgrounds from Residential to Fairgrounds District (FG)
  - We had no questions or comments from the public.

**Public Hearing Adjourned at 7:33pm**

**Motion:**

Dale Jones made a motion to adopt Ordinance 02-2023 adding Fairgrounds Zoning District, Peggy Owens seconded. (All Voted for, None Against) motion carried.

**Motion:**

Darrin Tobin made a motion to adopt Ordinance 04-2023 Changing the Sedgwick Rodeo Grounds to Fairgrounds Zoning District, Dale Jones seconded. (All Voted for, None Against) motion carried.

- **Hire another full-time maintenance employee.**
  - Tracy Sanchez left the meeting for the evening.
  - Danny informed the Board that he had talked with Eddie Sanchez on what he would like to ask for \$17 an hour and this would be full time. He does have a CDL.
  - This is a chance for Richard to cross train him since he is planning to retire in 2 or 3 years.
  - The Board agreed to the requested wage and set that in 6 months a review will be conducted.

**Motion:**

Dale Jones made a motion to hire Eddie Sanchez at \$17 an hour with a review in 6 months, Roger Munson seconded. (All Voted for, None Against) motion carried.

**Meeting Adjourned:**

**Motion:**

At 7:41pm, Dale Jones made a motion to adjourn, Darrin Tobin seconded, all were in favor, motion carried.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Attest: Town Clerk

SEAL

5-page attachment prepared by GMS Engineering.

## TOWN OF SEDGWICK

### PUBLIC HEARING ON WASTEWATER TREATMENT FACILITY IMPROVEMENTS

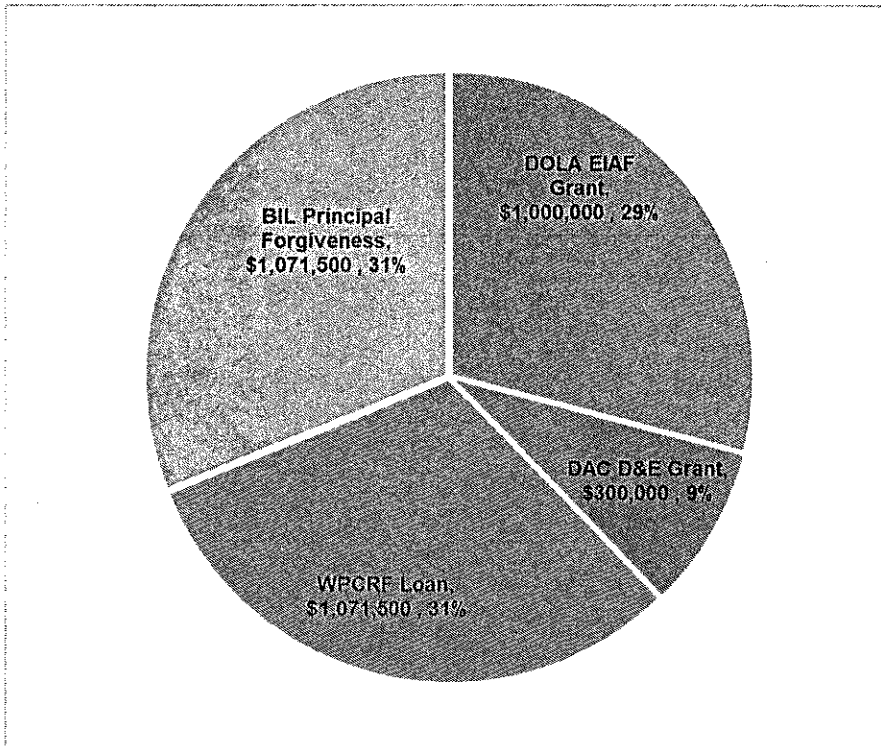
October 9, 2023

- The Town of Sedgwick owns and operates a wastewater collection system and a wastewater treatment facility (WWTF) providing service to 103 active customers. The Town's wastewater system consists of the collection system, lift station and two lagoons that serve as the Town's WWTF.
- Most components of the Town's existing wastewater treatment system have not been replaced or upgraded since the original construction in 1972. Wastewater is conveyed through a gravity-fed collection system to a lift station. The lift station pumps the wastewater through a force main to two lagoons. The lagoons serve as the WWTF which is seeping into the groundwater as there is no surface discharge, as designed. The following improvements are recommended to address the system's needs:
  - Collection system spot repairs and manhole installation on dead-end lines
  - Upgrades to the existing lift station.
  - Modification to the two existing wastewater treatment lagoons to repurpose them as stabilization lagoons in the new non-discharging evaporative lagoon system.
  - A new transfer lift station and force main to pump water treated from the two stabilization lagoons to the new non-discharging evaporative lagoon.
  - A new evaporative lagoon with approximately 5.6 acres of water surface area.
- The proposed improvements will be beneficial to the protection of public health, and will upgrade the WWTF to meet current wastewater treatment standards and regulatory requirements. The estimated cost for the project is \$3,443,000.
- Two Proposed project financing scenarios:

- Total project cost: \$3,443,000
- Design and Engineering Grant through the State Revolving Fund (SRF): \$300,000
- Department of Local Affairs (DOLA) Energy Impact Assistance Fund (EIAF) award of \$1,000,000
- Bipartisan Infrastructure Law (BIL) Principal Forgiveness: \$1,071,500
- Water Pollution Control Revolving Fund Program (WPCRF) Loan: \$1,071,500

➤ Summary:

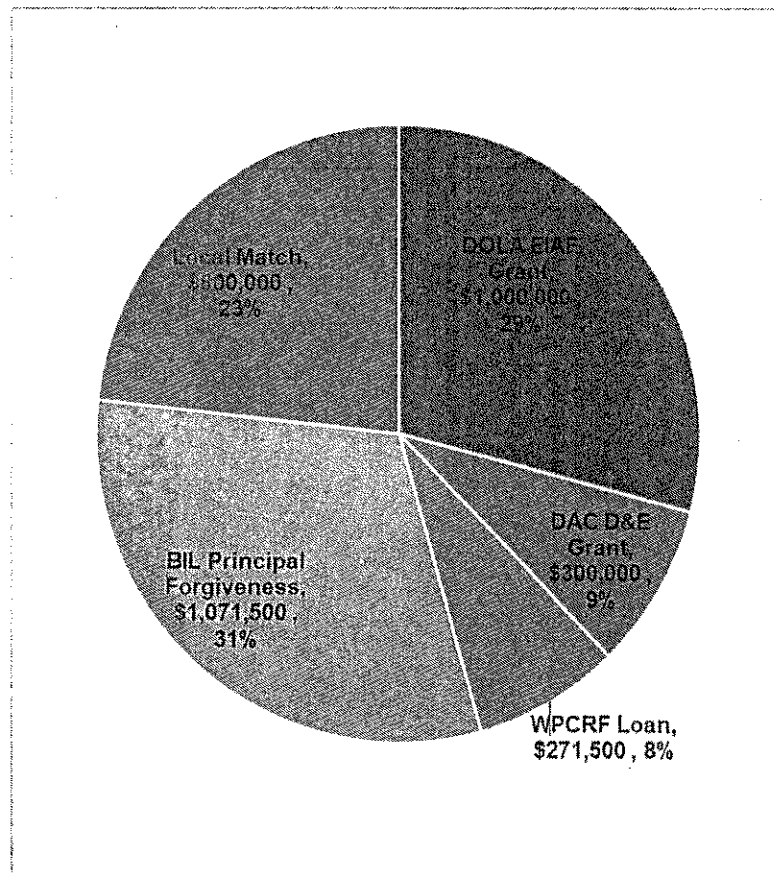
Design and Engineering Grant.....	\$ 300,000
DOLA EIAF Grant .....	\$ 1,000,000
WPCRF Loan.....	\$ 1,071,500
BIL Principal Forgiveness .....	\$ 1,071,500
<b>Total.....</b>	<b>\$ 3,443,000</b>



- Total project cost: \$3,443,000
- Design and Engineering Grant through the State Revolving Fund (SRF): \$300,000
- Department of Local Affairs (DOLA) Energy Impact Assistance Fund (EIAF) award of \$1,000,000
- Bipartisan Infrastructure Law (BIL) Principal Forgiveness: \$1,071,500
- Water Pollution Control Revolving Fund Program (WPCRF) Loan: \$271,500
- Local Match: \$800,000, completed as a loan prepayment to maximize the principal forgiveness

➤ Summary:

Design and Engineering Grant.....	\$ 300,000
DOLA EIAF Grant .....	\$ 1,000,000
WPCRF Loan .....	\$ 271,500
BIL Principal Forgiveness .....	\$ 1,071,500
Local Match.....	\$ 800,000
<b>Total.....</b>	<b>\$ 3,443,000</b>



The table below reflects two funding scenarios; one with a local match and one without.

TOWN OF SEDGWICK  
RECOMMENDED WASTEWATER SYSTEM IMPROVEMENTS  
POTENTIAL PROJECT FINANCING SCENARIO

Component	No Local Match	Local Match \$800,000 - but after project completion
Project Cost <sup>1)</sup>	\$3,443,000	\$3,443,000
DOLA EIAF Grant <sup>2)</sup>	\$1,000,000	\$1,000,000
DAC D&E Grant <sup>3)</sup>	\$300,000	\$300,000
WPCRF Loan <sup>4)</sup>	\$1,071,500	\$271,500
BIL Principal Forgiveness <sup>5)</sup>	\$1,071,500	\$1,071,500
Local Match <sup>6)</sup>	\$0	\$800,000
Annual Debt Service <sup>7)</sup>	\$43,051	\$10,908
Current O&M Expense (customer/mo) <sup>8)</sup>	\$28.98	\$28.98
New Debt Service (customer/mo) <sup>9)</sup>	\$23.45	\$5.94
Added Reserve Requirement (customer/mo) <sup>10)</sup>	\$2.34	\$0.59
Needed Average Monthly Bill (customer/mo) <sup>11)</sup>	\$54.78	\$35.52
Current Average Revenue (customer/mo)	\$35.35	\$35.35
Estimated Required Rate Increase	\$19.43	\$0.17

- 1) Total estimated project cost.
- 2) DOLA Energy Mineral Impact Assistance Fund (EIAF), awarded \$1,000,000
- 3) Design and Engineering Grant in the amount of \$300,000
- 4) Water Pollution Control Revolving Fund (WPCRF) Loan
- 5) Bipartisan Infrastructure Law (BIL) principal forgiveness (grant)
- 6) Local Match
- 7) Estimated Annual Debt Service based on a 1.25% interest rate for 30 years
- 8) Based on 2020 sewer operating expense of \$35,824 divided by 103 active accounts and 12 months.
- 9) Debt Service is for all customers active and inactive, 153 customers. This is the combined annual debt service divided by 12 months and 153 customers.
- 10) Required 10% reserve requirement on debt service.
- 11) The total of monthly expenses, new debt service, and reserve requirement.

- If the Town does not provide a local match after project completion, a rate increase of \$19.43 per customer per month would be needed. This would be the worst-case scenario, but needs to be considered for this public hearing.
- If the Town provides a local match in the amount of \$800,000 after project completion for a loan prepayment, the needed rate increase would only be \$0.17 per customer per month.
- The timing of the transfer of funds is critical for the water and sewer fund to maintain enterprise status for the purpose of the water fund.



- Construction/Environmental Impacts

- Short-term construction impacts will consist of noise and added traffic.
- Existing vegetation may be disturbed during construction activities. Best management practices will mitigate any potential of erosion or sedimentation and will reestablish vegetation.
- Ambient air particulate levels may increase due to earthwork activities. To mitigate this, water will be applied on the roads during construction as needed.
- An archeologist has been hired to meet the requirements of the State Historic Preservation Office.
- The floodplain evaluation is underway and will be incorporated into the EA.
- There are no other environmental impacts identified at this time.

- Wastewater System Improvements project schedule

- Submit EIAF funding application ..... April 2023
- Submission of site application..... June 2023
- Award of EIAF grant ..... July 2023
- Project Needs Assessment Approval..... October 2023
- Loan Application Submission..... January 2024
- Loan Approval ..... March 2024
- All funding under contract ..... May 2024
- Advertise project to bid ..... May 2024
- Bid opening ..... June 2024
- Project award..... June 2024
- Initiate construction..... August 2024
- Completion of construction ..... March 2025

3:06 PM  
11/07/23  
Accrual Basis

**Town of Sedgwick**  
**Trial Balance**  
**As of October 31, 2023**

	Oct 31, 23	
	Debit	Credit
1021 · Cash on Hand	117.09	
1022 · Points West Bank Checking	365,057.75	
1022 · Points West Bank Checking:1022.1 · Harvest Festival	674.29	
1029 · Savings:1030 · Points West:1031 · 9240	26,793.54	
1029 · Savings:1034 · Cash in Savings - Lottery	9,606.29	
1029 · Savings:1040 · Points West Bank:1043 · Water Surcharge Account	111,567.08	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	39,259.05	
1070 · COLOTRUST:1074 - Sewer CIP	1,041,546.84	
1070 · COLOTRUST:1071 · Water Plus	1,053,721.08	
1070 · COLOTRUST:1072 · General Plus	970,325.35	
1070 · COLOTRUST:1073 · CIP Plus	1,065,254.04	
1081 · Cash - County Treasurer	260.63	
<b>TOTAL</b>	<b>4,684,183.03</b>	<b>0.00</b>

Town of Sedgwick  
**Profit & Loss**  
 October 2023

	<u>Oct 23</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4122 · Current Property Taxes	218.58
4142 · Specific Ownership Taxes	73.57
4152 · Interest on Taxes	10.33
4172 · Sales Tax	18,159.40
4212 · Cigarette Tax	13.47
4222 · Road and Bridge	15.70
4232 · Motor Vehicle	127.93
4300 · Utilities Clearing	-574.84
4323 · Water Sales	5,770.88
4333 · Sewer Sales	3,864.95
4386 · Trash Collections	2,385.25
4392 · Other Income	
4392.1 · Occupation Tax	60,688.52
4392.2 · Excise Tax	927.58
4392.3 · State of Colorado	13,538.18
4392.4 · Lodging Tax	64.00
<b>Total 4392 · Other Income</b>	<u>75,218.28</u>
4393 · Other Income	20.00
4412 · Highway Use Tax	1,242.60
4422 · License Fees	35.00
4802 · Interest Income	49.20
<b>Total Income</b>	<u>106,630.30</u>
<b>Expense</b>	
6002 · County Treasurer's Fees	4.91
6032 · Office Expense - GG	1,189.65
6042 · Professional Services - GG	1,427.00
6052 · Insurance and Bonds - GG	986.60
6062 · Supplies and Maintenance - GG	212.29
6072 · Telephone - GG	233.19
6092 · Miscellaneous - GG	13.49
6102 · Utilities - TH - GG	222.31
6142 · Street Lighting	231.11
6262 · Harvest Festival	268.59
6462 · Supplies and Maintenance Park	120.00
7063 · Supplies & Maintenance - Water	2,724.17
7073 · Utilities - Water	563.88
7093 · Miscellaneous - Water	109.06
7163 · Supplies and Maintenance - Sewer	287.00
7173 · Utilities - Sewer	56.64
7346 · Landfill - Trash	248.40
7366 · Supplies and Maintenance - Trash	35.00
7800 · Salaries Clearing	
7806 · Salary-Ed Smith Jr.	361.73
7809 · Salary-Richard M Kehm	3,977.72
7815 · Salary-Heather Moore	2,043.06
7820 · Salary - Kim E Quayle	1,533.60
<b>Total 7800 · Salaries Clearing</b>	<u>7,916.11</u>
7990 · Supplies and Maint. - Clearing	94.35
7994 · Utilities - Clearing	43.69
7995 · Payroll Taxes - Clearing	1,342.29
<b>Total Expense</b>	<u>18,329.73</u>
<b>Net Ordinary Income</b>	88,300.57
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
7896 · Insurance Clearing	3,916.77
8343 · Grant Expense - Local	0.00
<b>Total Other Expense</b>	<u>3,916.77</u>
<b>Net Other Income</b>	<u>-3,916.77</u>
<b>Net Income</b>	<u><u>84,383.80</u></u>

3:07 PM  
11/07/23

**Town of Sedgwick**  
**Check Detail**  
October 10 through November 13, 2023

Num	Name	Memo	Account	Paid Amount
	IRS	Auto Withdraw	1022 · Points West Bank Ch...	
		Auto Withdraw	7995 · Payroll Taxes - Clearing	-1,813.78
TOTAL				-1,813.78
		Service Charge	1022 · Points West Bank Ch...	
		Service Charge	6092 · Miscellaneous - GG	-10.00
TOTAL				-10.00
13024	Colorado Dep of Revenue	W2 wage withholdings	1022 · Points West Bank Ch...	
		3rd Quarter	7995 · Payroll Taxes - Clearing	-806.00
TOTAL				-806.00
13025	Colorado State Treasurer	Employer Account Number 1322778	1022 · Points West Bank Ch...	
		3rd Qtr payroll	7995 · Payroll Taxes - Clearing	-49.10
TOTAL				-49.10
13026	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-2,313.91
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,995.90
13027	Edward D Smith	Payroll	1022 · Points West Bank Ch...	
		Salary	7806 · Salary-Ed Smith Jr.	-259.35
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
TOTAL				-239.51
13028	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll	7809 · Salary-Richard M Kehm	-3,977.72
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-3,202.42
13029	Kim E. Quayle	Paryroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,369.65
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,134.87
13030	Eduardo Sanchez		1022 · Points West Bank Ch...	
		Payroll	7800 · Salaries Clearing	-1,823.51
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,570.01

**Town of Sedgwick**  
**Check Detail**  
 October 10 through November 13, 2023

Num	Name	Memo	Account	Paid Amount
13032	Points West Cardmember...		1022 · Points West Bank Ch...	
		Stamps, staples office supplies order	6032 · Office Expense - GG	-355.01
TOTAL				-355.01
13033	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services	7063 · Supplies & Maintenanc...	-400.00
		Water Testing, Water system Check	7093 · Miscellaneous - Water	-109.06
TOTAL				-509.06
13034	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance	6052 · Insurance and Bonds -...	-986.60
TOTAL				-986.60
13035	CenturyLink	Phone and Fax line	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-233.19
TOTAL				-233.19
13036	CML		1022 · Points West Bank Ch...	
		Annual CML Membership	6092 · Miscellaneous - GG	-269.00
TOTAL				-269.00
13037	Highline Electric Ass'n		1022 · Points West Bank Ch...	
		Water Pump -66552	7073 · Utilities - Water	-414.15
		New Shop - 8280879	7994 · Utilities - Clearing	-43.69
		New Town - 822186	6102 · Utilities - TH - GG	-70.21
		Museum - 8426371	6102 · Utilities - TH - GG	-37.70
		Pump #2 - 40915	7073 · Utilities - Water	-149.73
		Street Lights -41680	6142 · Street Lighting	-224.80
		Sewer - 62657	7173 · Utilities - Sewer	-56.64
		Bulb, Photo Electric - New 73w Light (Invoice #7799)	6142 · Street Lighting	-6.31
		Rodeo Grounds	6102 · Utilities - TH - GG	-53.81
		Community Center	6102 · Utilities - TH - GG	-60.59
TOTAL				-1,117.63
13038	HydroLogik		1022 · Points West Bank Ch...	
		Annual Data Service	7043 · Telephone - Water	-342.00
TOTAL				-342.00
13039	IDEAL Linens & Uniform		1022 · Points West Bank Ch...	
		Community Center Rugs, Mop and push broom	7990 · Supplies and Maint. - ...	-94.35
TOTAL				-94.35
13040	Journal Office		1022 · Points West Bank Ch...	
		Copy machine fees	6032 · Office Expense - GG	-40.00
TOTAL				-40.00
13041	Julesburg Advocate	Annual Subscription	1022 · Points West Bank Ch...	
		Annual Membership	6032 · Office Expense - GG	-42.00
TOTAL				-42.00
13042	Julesburg Family Market	Account# 8814	1022 · Points West Bank Ch...	
		Paint and Water	6062 · Supplies and Mainten...	-114.26
TOTAL				-114.26

3:07 PM

11/07/23

**Town of Sedgwick**  
**Check Detail**  
 October 10 through November 13, 2023

Num	Name	Memo	Account	Paid Amount
13043	Kelly, P.C.		1022 · Points West Bank Ch...	
		Legal Fees - Regular	6042 · Professional Services ...	-389.50
		Legal Fees for Sewer Land Purchase Contract Review	7163 · Supplies and Mainten...	-287.00
TOTAL				-676.50
13044	Liittjohann Kauffman & P...		1022 · Points West Bank Ch...	
		new CO unemployment online Registry	6042 · Professional Services ...	-150.00
		3rd qtr payroll taxes, W2s and 1099s	6042 · Professional Services ...	-375.00
TOTAL				-525.00
13045	Marick's Waste Disposal		1022 · Points West Bank Ch...	
		Potty Cleaning	6462 · Supplies and Mainten...	-120.00
TOTAL				-120.00
13046	Northeast colorado health...	<b>Bacteria Test</b>	1022 · Points West Bank Ch...	
		Water Bacteria Test OCT and NOV	7063 · Supplies & Maintenan...	-40.00
TOTAL				-40.00
13047	Sedgwick County Sales	<b>Landfill Fees</b>	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-248.40
TOTAL				-248.40
13048	SGS - Accutest Mountain ...	<b>water testing</b>	1022 · Points West Bank Ch...	
		Water testing -alpha, solids, radium	7063 · Supplies & Maintenan...	-1,016.77
		Water testing - Lead and Copper	7063 · Supplies & Maintenan...	-442.90
TOTAL				-1,459.67
13049	Sterling Trophy Shop	<b>Honored Citizens - Harvest Fest</b>	1022 · Points West Bank Ch...	
		Honored Citizens and Lifetime Honor to Lucy Price - Harvest Fest	6262 · Harvest Festival	-28.15
TOTAL				-28.15
13050	UNCC (CO811)	<b>Tickets Issued Fees</b>	1022 · Points West Bank Ch...	
		UNCC Tickets Issued Fees.	6092 · Miscellaneous - GG	-5.16
TOTAL				-5.16
13051	Valley Repair		1022 · Points West Bank Ch...	
		Spray Gun	7366 · Supplies and Mainten...	-35.00
TOTAL				-35.00

**Sunday Oct, 01 2023 - Tuesday Oct, 31 2023**

Users Processed: 4  
 Standard Hours: 322.03  
 Overtime 1.5x Hours: 1.71  
 Overtime 2.0x Hours: 0.00  
 PTO Hours: 0.00  
 Vacation Hours: 0.00  
 Sick Hours: 28.00  
 Holiday Hours: 7.50  
 Other1 Hours: 0.00  
 Other2 Hours: 0.00  
 Unpayable/Salaried Hours: 179.18

Total Fixed Pay: \$9,484.79  
 Total Variable Pay: \$0.00  
 Total Payroll: \$9,484.79  
 Total of All Hours: 538.42  
 Total Deducted Hours: 0.00  
 Total Payable Hours: 538.42  
 Rounding Interval Applied: —  
 Total Records Processed: 69  
 Records Crossing Dateline: 3 Salary  
 Records Qualifying for Shift Differential: —  
 Records Exceeding Hours Threshold: —

	hours	Reg	1.5x	Sic	Holiday	Salary		
Kehm, Richard	207.18			28.00	179.18	—	X	\$9,977.72
Moore, Heather	133.52	126.02			7.50	—	X	\$2,313.91
Quayle, Kim	91.31	91.31				X	X	\$1,369.65
Sanchez, Eduardo	106.41	104.70	1.71			X	X	\$1,823.51

Duane Smith 19 hours x \$13.65 = \$259.35

TOWN OF SEDGWICK  
PROPOSED BUDGET  
2024

New Employee Hired for maintenance

Salary	\$36,000
Fica	2,232
Medicare	522
Employee Insurance	8,520



TOWN OF SEDGWICK  
 2024  
 GENERAL FUND-BUDGET SUMMARY

	ACTUAL PRIOR YR	ACTUAL TO DATE 09-30-23	ESTIMATE CURRENT YEAR	2024 REQUEST BUDGET
<b>EXPENDITURES</b>				
GENERAL GOVERNMENT	109,800	82,862	116,016	182,472
PUBLIC SAFETY	0	0	0	0
PUBLIC WORKS	42,350	25,917	36,729	47,083
CULTURE/RECREATION	27,077	19,666	29,499	47,144
CAPITAL OUTLAY	32,508	59,564	100,000	135,000
			0	0
TOTAL EXPENDITURES	211,735	188,009	282,243	411,699
<b>REVENUE/OTHER</b>				
TAXES - OTHER	1,280,649	744,163	1,116,328	1,117,260
INTERGOVERNMENTAL	17,989	13,336	20,003	20,902
CHGS FOR SERVICES	0	0	0	0
MISCELLANEOUS	63,003	71,070	89,413	89,500
PROPERTY TAXES	15,787	14,737	16,018	14,141
TRANSFER OTHER FUNDS			0	0
TOTAL REVENUE	1,377,428	843,306	1,241,762	1,241,803
BEGINNING BALANCE	2,495,456	3,661,149	3,661,149	4,620,668
TOTAL AVAILABLE	3,872,884	4,504,455	4,902,911	5,862,471
ENDING BALANCE	3,661,149	4,316,446	4,620,668	5,450,772
=====				
ASSESSED VALUATION	1,025,179	1,000,033	1,000,033	918,335
MILL LEVY	21.205	15.713	15.713	15.713
GROSS PROPERTY TAXES	15,787	14,737	16,345	14,430
PROV FOR UNCOLL TAXES		0	327	289
BALANCE	15,787	14,737	16,018	14,141
TREASURER'S FEES		0	327	289
PROPERTY TAXES-NET	15,787	14,737	15,691	13,853
=====				

GENERAL FUND BUDGET

TOWN OF SEDGWICK  
 GENERAL FUND  
 2024 BUDGET  
 REVENUE - OTHER THAN PROPERTY TAXES

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	ACTUAL PRIOR YR	ACTUAL TO DATE 09-30-23	ESTIMATE CURRENT YEAR	2024 REQUEST BUDGET
TAXES - OTHER THAN CURRENT PROPERTY TAXES				
PROPERTY TAXES				
DELINQUENT PROP	63		60	60
SPECIFIC OWNERSHIP	1,833	1,369	2,054	2,100
SALES TAXES and OTHER TAXES	1,278,753	742,743	1,114,115	1,115,000
INTEREST ON TAXES		51	100	100
TOTAL OTHER TAXES	1,280,649	744,163	1,116,328	1,117,260
REVENUE-OTHER				
INTERGOVERNMENTAL				
FED-MINERAL LEASE	1	2	2	2
STATE				
ROAD & BRIDGE	3,369	3,221	4,832	5,000
MOTOR VEHICLE	1,081	596	894	900
HIGHWAY USE TAX	13,343	9,517	14,276	14,500
SEVERENCE TAX	1		0	
GRANTS			0	
MISCELLANEOUS	194		0	500
TOTAL INTERGOVERNMENTAL	17,989	13,336	20,003	20,902
CHARGES FOR SERVICES				
MISCELLANEOUS				
COMMUNITY CENTER				
TOTAL CHGS FOR SERVICES	0	0	0	0
MISCELLANEOUS				
LICENSES & PERMITS	2,994	2,290	3,435	3,500
INTEREST INCOME	50,651	68,128	85,000	85,000
OTHER	9,358	652	978	1,000
LOCAL GRANTS			0	
TOTAL MISCELLANEOUS	63,003	71,070	89,413	89,500
TRANSFERS				
TOTAL TRANSFERS	0	0	0	0

2024 TOTAL OTHER REVENUE

TOWN OF SEDGWICK  
 2024 BUDGET  
 EXPENDITURES

	ACTUAL PRIOR YR	ACTUAL TO DATE 09-30-23	ESTIMATE CURRENT YEAR	2024 REQUEST BUDGET
<b>GENERAL GOVERNMENT</b>				
SALARIES	23,532	17,429	26,144	29,700
PAYROLL TAXES	1,837	1,333	2,000	2,272
EMPLOYEE INSURANCE	2,704	1,873	2,810	3,000
OFFICE EXPENSES	2,143	1,467	2,201	2,500
PROF. SERVICES	27,708	25,714	38,571	40,000
INSURANCE/BONDS	1,456	2,115	3,173	7,500
MAINT/SUPPLIES	11,835	3,124	4,686	10,000
MISC/ELECTIONS*	29,449	22,096	25,000	25,000
UTILITIES	8,038	6,689	10,034	11,000
TELEPHONE	668	633	950	1,000
			0	
TREASURERS FEES	430	389	450	500
COVID 19 EXPENDITURES			0	25,000
GENERAL PURPOSES			0	25,000
<b>TOTAL GENERAL GOVERNMENT</b>	<b>109,800</b>	<b>82,862</b>	<b>116,016</b>	<b>182,472</b>
<b>PUBLIC SAFETY/County</b>	<b>0</b>			
<b>PUBLIC WORKS</b>				
<b>STREETS AND HIGHWAYS</b>				
SALARIES	20,925	12,911	19,367	22,000
PAYROLL TAXES	1,633	988	1,482	1,683
EMPLOYEE INSURANCE	414	1,387	2,081	2,200
STREET MAINT.	9,403	1,872	2,808	10,000
STREET LIGHTING	2,536	2,094	3,141	3,200
INSURANCE/BONDS	3,065	1,567	2,351	2,500
MISCELLANEOUS	252	500	500	500
	38,228	21,319	31,729	42,083
<b>SANITATION/HEALTH</b>				
SALARIES				
PAYROLL TAXES				
EMPLOYEE BENEFITS				
WEED/PEST CONTROL	4,122	4,598	5,000	5,000
INSURANCE				
	4,122	4,598	5,000	5,000
<b>TOTAL PUBLIC WORKS</b>	<b>42,350</b>	<b>25,917</b>	<b>36,729</b>	<b>47,083</b>

GENERAL FUND - 2024

TOWN OF SEDGWICK  
 2024 BUDGET  
 EXPENDITURES

	ACTUAL PRIOR YR	ACTUAL TO DATE 09-30-23	ESTIMATE CURRENT YEAR	2024 REQUEST BUDGET
CULTURE AND RECREATION				
PARKS				
SALARIES	13,604	8,392	12,588	14,300
PAYROLL TAXES	1,062	642	963	1,094
EMPLOYEE INSURANCE	1,563	901	1,352	1,450
SUPPLIES & MAINT.	7,400	7,909	11,864	12,000
PUBLIC UTILITIES			0	
INSURANCE/BONDS	1,992	1,018	1,527	1,800
MISCELLANEOUS	1,456	804	1,206	1,500
UTILITIES			0	
COMMUNITY CENTER				10,000
FAIR GROUND				5,000
			0	
TOTAL PARKS	27,077	19,666	29,499	47,144
LIBRARY	0	0	0	0
RECREATION				
TOTAL CULTURE AND RECREATION	27,077	19,666	29,499	47,144
CAPITAL OUTLAY FAIR GROUND	32,508	59,564	100,000	35,000
GENERAL PUPOSES				100,000
TOTAL CAPITAL OUTLAY	32,508	59,564	100,000	135,000
TRANSFER-W&S FUND				
TOTAL EXPENDITURES	211,735	188,009	282,243	411,699

GENERAL FUND - 2024

TOWN OF SEDGWICK  
 2024 BUDGET  
 CONSERVATION TRUST (LOTTERY PROCEEDS) FUND

	ACTUAL PRIOR YEAR	ACTUAL TO DATE 09-30-23	ESTIMATE CURR. YEAR	2024 REQUEST BUDGET
REVENUE				
STATE LOTTERY	2,200	1,230	2,460	2,460
INTEREST	5		5	5
TOTAL REVENUE	2,205	1,230	2,465	2,465
EXPENDITURES				
GENERAL OPERATION				
PARKS				
RECREATION				
CAPITAL OUTLAY				
TOTAL EXPENDITURES	0	0	0	0
EXCESS REVENUE (DISB)	2,205	1,230	2,465	2,465
BEGINNING BALANCE	4,795	7,000	7,000	9,465
ENDING BALANCE	7,000	8,230	9,465	11,930

2024 LOTTERY PROCEEDS FUND

TOWN OF SEDGWICK  
 2024 BUDGET  
 WATER AND SEWER FUND

	ACTUAL PRIOR YR	ACTUAL TO DATE 09-30-23	ESTIMATE CURRENT YEAR	2024 REQUEST BUDGET
REVENUE				
WATER SALES	74,572	41,084	65,000	65,000
SEWER SALES	34,791	24,954	37,000	37,000
INTEREST INCOME			15,000	15,000
GRANTS/LOANS				3,443,000
TRANSFER IN				
TOTAL REVENUE	109,363	66,038	117,000	3,560,000
WATER DEPARTMENT				
SYSTEM OPER. AND ADM.				
SALARIES	15,681	9,683	16,500	16,500
EMPLOYEE INSURANCE	1,802	1,175	1,563	1,650
PAYROLL TAXES	1,224	741	1,262	1,262
SUPPLIES & MAINT.*	17,807	13,451	20,177	42,000
PUBLIC UTILITIES	6,357	4,432	6,648	6,800
INSURANCE/BONDS	2,296	1,175	1,763	1,900
MISCELLANEOUS	5,419	1,961	2,942	3,000
AUDIT & BUDGET	1,000	1,000	1,000	1,000
OFFICE	1,500	1,317	1,976	2,000
TELEPHONE	1,042	317	476	500
TOTAL WATER DEPARTMENT	54,128	35,252	54,305	76,612
SEWER DEPARTMENT				
SYSTEM OPER. AND ADM.				
SALARIES	15,181	9,683	12,878	16,500
PAYROLL TAXES	1,224	741	985	1,262
EMPLOYEE INSURANCE	1,802	1,175	1,563	1,700
SUPPLIES & MAINT.	10,980	2,032	11,000	15,000
UTILITIES	179	2,239	3,359	3,500
INSURANCE/BONDS	2,296	1,175	1,763	1,800
MISCELLANEOUS	463	0	500	1,000
AUDIT & BUDGET	1,000	1,000	1,000	1,000
OFFICE EXPENSE	100	489	734	800
TELEPHONE	600	317	476	500
TOTAL SEWER DEPARTMENT	33,825	18,851	34,256	43,062
DEBT SERVICE				
LOAN PRINCIPAL	13,967	13,967	13,967	13,967
LOAN INTEREST				
TOTAL DEBT SERVICE	13,967	13,967	13,967	13,967
CAPITAL OUTLAY				
CAPITAL		1,512	1,512	
WATER SYSTEM IMP				100,000
SYSTEM IMPROVEMENT				3,443,000
ENGINEERING				
GENERATOR				
GENERAL PURPOSES				100,000
TOTAL CAPITAL OUTLAY	0	1,512	1,512	3,643,000
TOTAL EXPENDITURES	101,920	69,582	104,040	3,776,642
TRANSFERS		0		
EXCESS REVENUE./ (DISB)	7,443	(3,544)	12,960	(216,642)
BEGINNING BALANCE	406,539	413,982	413,982	426,942
ENDING BALANCE	413,982	410,438	426,942	210,301

NOTE: Includes budget for updating meters and pits.

TOWN WILL COMMENCE CONSTRUCTION ON THE SEWER IMPROVEMENT  
 IN 2024, AND COMPLETE THE PROJECT IN 2025.

THE TOTAL ESTIMATED COST IS \$3,443,000.  
 2024 WATER AND SEWER FUND

TOWN OF SEDGWICK  
 2024 BUDGET  
 SANITATION COLLECTION FUND

	ACTUAL PRIOR YEAR	ACTUAL TO DATE 09-30-23	ESTIMATE CURR. YEAR	2024 REQUEST BUDGET
REVENUE				
TRASH COLLECTIONS	29,013	21,071	31,607	32,000
GRANTS				
OTHER				
TOTAL REVENUE	29,013	21,071	31,607	32,000
EXPENDITURES				
OPERATION AND ADMIN.				
SALARIES	10,457	6,455	8,585	11,000
PAYROLL TAXES	816	494	741	842
EMPLOYEE INSURANCE	1,202	694	1,041	1,200
SUPPLIES & MAINT.	1,232	1,735	2,603	2,800
LANDFILL PAYMENTS	3,030	2,558	3,837	4,000
INSURANCE/BONDS	1,532	838	1,257	1,400
MISCELLANEOUS	1,222		0	
AUDIT/BUDGET	900	600	900	900
OFFICE EXPENSE	300	489	734	800
TELEPHONE	650	317	476	500
UTILITIES				
TOTAL EXPENDITURES	21,341	14,180	20,173	23,442
CAPITAL OUTLAY				
GENERAL PURPOSES				20,000
TOTAL CAPITAL OUTLAY	0	0	0	20,000
TOTAL EXPENDITURES	21,341	14,180	20,173	43,442
TRANSFERS		0	0	0
EXCESS REVENUE (DISB)	7,672	6,891	11,434	(11,442)
BEGINNING BALANCE	48,565	56,237	56,237	67,671
ENDING BALANCE	56,237	63,128	67,671	56,229

2024 TRASH COLLECTION FUND