
Town of Sedgwick

Meeting Agenda

Monday, January 10, 2022, 6:00PM

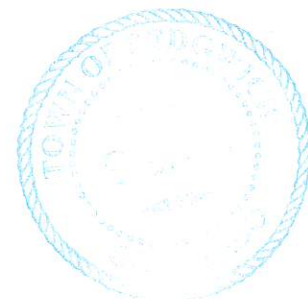
Public Comments Information

If you wish to address the Board of Trustees, there is a "Comment from the Public" scheduled time.

Comments on Agenda items will be allowed following the presentation or Board deliberation. Your comments will be **limited to three (3) minutes** and can only speak once on any motion or agenda item.

Monthly staff reports to the board are not open for comments.

- I. Call to Order**
- II. Pledge Allegiance**
- III. Approve Agenda**
- IV. Approve of Minutes from last Meeting(s)**
- V. Approve of Bills**
- VI. Comments from the public**
- VII. Monthly Reports**
 - Mayor Wayne Price
 - Maintenance – Richard Kehm
 - Town Clerk – Heather Moore
 - Board of Trustees
- VIII. New Business**
 - Beth Ritter – Radon Information
 - Sedgwick Liquor License Renewal
 - The Bar, RD's LLC Liquor License Renewal
 - High Plains Strains Retail Marijuana Store License Renewal
 - Peak Holdings Dispensary Retail Marijuana Store License Renewal
 - Resolution 22-1 – Town Meeting Dates and Holidays
- IX. Old Business**
 - Reintroduction of Ordinance 01-2021 – Adoption of Code Book First Reading Continued
- X. Executive Session (If needed)**
- XI. Call to Adjourn**



**Town of Sedgwick
Record of Proceedings
December 13th, 2021**

Members Present: Wayne Price, Peggy Owens, Danny Smith, Dora Devie, Bill Boler (By Phone), Dale Jones, Teddy Morgan

Employees Present: Heather Moore, Richard Kehm

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

Roll Call Mayor Wayne Price Here

Danny Smith	Here	Teddy Morgan	Here
Peggy Owens	Here	Bill Boler	Here
Dale Jones	Here	Dora Devie	Here

Approval of Agenda

Motion: Approval of Agenda

Danny Smith made a motion to approve the agenda, Peggy Owens seconded, all in favor; none opposed, motion carried.

Approval of Minutes

- A few spelling corrections.

Motion: Approve the minutes

Dora Devie made a motion to approve of the minutes as corrected, Peggy Owens seconded, all in favor; none opposed, motion carried.

Bills (Published in Julesburg Advocate)

- One additional bill was added after the packets were sent out to the Trustees. For the Water treatment plant.

Motion: Bills Roll Call Vote

Danny Smith made a motion to pay the bills, Dora Devie seconded. (Roll Call: All Voted for, None Against) motion carried.

Motion:

Dora Devie made a motion to transfer funds of \$168,000 to CIP & \$168,000 to Water Plus accounts with ColoTrust., Danny Smith seconded. (Roll Call: All Voted for, None Against) motion carried.

Public Comments – reminded they will have 3mins.

- None

Mayors Report

- We had some tire repairs on the Tractor that had to be addressed. Other than, that I don't have anything.

Maintenance

- The Water treatment project of moving it from gas to liquid has been completed. I will be testing it daily for the next 15 days, as required.
- Leaves have been cleaned up around the town shops and museum.

- We have hired Bill Townsend as our new Part Time Maintenance helper.
- Called Highline about using power poles for the stop signs, I was told no. they need to be at least 30 inches away. The flags that Dora and Bill have places along 3rd street will be the first to go in.
- Been trying to trim trees.
- We will start working on cleaning up the old barb wire around the rodeo arena.

Clerk's Office - Heather Moore

- Confirm we do have 10 stop signs and 6 speed limit signs.
- Keeping busy helping residence understand how the billing rates work for the Water.
- Working with the State for Payroll reporting that is new.
- Insurance paperwork, and Budget preparation.

Board of Trustees

- **Dale Jones:**
 - Talked with Jeff Blockowitz about the light that keeps going out at the north end of Town, they will look at it again.
- **Danny Smith:**
 - Walked with the Engineering Company to look at the Lagoons. They are now asking information on land options for the Lagoons, they are now saying they don't think there is enough land at their current location. We did ask McLand if they would be willing to consider it.
 - Town Clerk added: they Engineering Company is mentioning the possible need of a Flow meter installed on the Main line from the Lift station to the Lagoons. (At our expense.)
- **Bill Boler:**
 - One question, do we know anything about using the Community Center as an Emergency Shelter, have we heard anything?
 - Board and Town Clerk agreed that this in the lap of the Sedgwick County Emergency Management.
- **Dora Devie:**
 - Would like to see a sign made for the Community Center.
 - Board instructed Town Clerk to get an estimate from Jim Beck with K&K Welding.
 - May need to see about repainting the Town of Sedgwick Signs.
 - It was decided to wait until the spring.

New Business

- **SCOR Donation Request**
 - Asking to help with the benefit they will be a holding New Years Celebration to raise money for the Pool Project.

Motion:

Dale Jones made a motion to Donate \$300.00 to SCOR for the benefit, Peggy Owens seconded. (Roll Call Vote: Five Voted For, Dora Devie Voted Against) *Motion Carried.*

- **Rhonda Graham**

- Just wanted to introduce herself as the New Director of the Sedgwick County Economic Development.
- Wants to learn the needs of the Towns and bring them together.

Motion:

Danny Smith made a motion to adopt Resolution 21-04 Opioid Settlement Agreement, Teddy Morgan seconded. (All Voted For, None Voted Against) motion carried.

Old Business

- **2022 Budget Hearing Opened @6:30pm**

- Opened for public comments
 - Kurt Hodel: Asked direct questions to Dan Pederson. Is concerned the Capital Improvement can be spent without Board Direction. Additionally, the increases seem excessive. Dan clarified that the spending will still need to be appropriated at a public meeting with a vote of the Board. This saves the Town from spending additional funds later for a supplemental budget.
 - No questions or concerns expressed to the Board members directly.
- No other public requested to speak.

- **2022 Budget Hearing Closed@6:45pm**

- **Discussion items with Dan Peterson and the Board on the 2022 Budget.**

- Dan asked the Board if they wanted to change or add anything to the Proposed Budget. Also asked if they understand the Budget and Hodels questions.
- If no other questions, Dan requested the Board to adopt the budget, Mill Levi and

Motion:

Dale Jones made a motion to adopt Resolution 21-05 – Adoption of the 2022 Budget, Danny Smith seconded. (All Voted For, None Voted Against) motion carried.

Motion:

Danny Smith made a motion to adopt Resolution 21-06 – To Certify the Mill Levi \$16,109(Mill), Dale Jones seconded. (All Voted For, None Voted Against) motion carried.

Motion:

Dale Jones made a motion to adopt Resolution 21-07 – to Appropriate the Funds, Peggy Owens seconded. (All Voted For, None Voted Against) motion carried.

- **Ordinance 04-2021 - Zoning Conditional Use - Public Hearing Opened @7:00pm**

- Melinda Explained the Ordinance to the Board that was drafted at the direction of the Board during the November 2021 Meeting.
- This will only add the description to the Zoning Book, Persons wanting this zoning will still need to apply for the Re-Zoning and hearing to do so.
- This Ordinance does Prohibit it to include any Marijuana Grows or Cultivations of any kind.

Zoning Hearing Closed@7:12pm

Motion:

Dale Jones made a motion to adopt Ordinance 04-2021 – Zoning Conditional Use for Commercial Greenhouses, Peggy Owens seconded. (All Voted For, None Voted Against) motion carried.

- **Ordinance 01-2021 Introduction to the Code Book – First Reading Continued**
 - **Committee Handed out a packet of suggested changes or concerns to the Board.**
 - The Trustees will go over all the changes or concerns pointed out by the Committee. Then they will go over them at the January meeting after the board has a change to go over the packet.

Meeting Adjourned:

Motion:

At 7:18pm

pm Dale Jones, made a motion to adjourn, Peggy Owens seconded, all were in favor, motion carried.

Mayor

Attest: Town Clerk

SEAL

10:41 AM
01/07/22
Accrual Basis

Town of Sedgwick
Trial Balance
As of December 31, 2021

	Dec 31, 21	
	Debit	Credit
1021 · Cash on Hand	195.09	
1022 · Points West Bank Checking	101,335.67	
1022 · Points West Bank Checking:1022.1 · Harvest Festival	4,032.00	
1022 · Points West Bank Checking:1022.1 · Harvest Festival:1022.2 · Demolition D...	6,792.86	
1029 · Savings:1030 · Points West:1031 · 9240	26,782.84	
1029 · Savings:1034 · Cash in Savings - Lottery	5,695.20	
1029 · Savings:1040 · Points West Bank:1041 · Water CIP Account	60,000.00	
1029 · Savings:1040 · Points West Bank:1043 · Water Surcharge Account	131,945.86	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	39,003.74	
1070 · COLOTRUST:1071 · Water Plus	841,877.47	
1070 · COLOTRUST:1072 · General Plus	180,000.00	
1070 · COLOTRUST:1073 · CIP Plus	1,205,473.59	
1081 · Cash - County Treasurer	238.20	
TOTAL	2,603,372.52	0.00

Town of Sedgwick
Profit & Loss
 December 2021

	Dec 21
Ordinary Income/Expense	
Income	
4122 · Current Property Taxes	109.21
4142 · Specific Ownership Taxes	123.25
4152 · Interest on Taxes	7.65
4172 · Sales Tax	0.94
4212 · Cigarette Tax	57.76
4222 · Road and Bridge	5.80
4232 · Motor Vehicle	100.50
4300 · Utilities Clearing	-3,016.50
4323 · Water Sales	8,763.19
4333 · Sewer Sales	2,892.95
4386 · Trash Collections	2,385.25
4392 · Other Income	
4392.1 · Occupation Tax	71,219.02
4392.2 · Excise Tax	2,541.86
4392 · Other Income - Other	200.00
Total 4392 · Other Income	73,960.88
4393 · Other Income	140.00
4412 · Highway Use Tax	1,044.13
4422 · License Fees	1,272.50
4514 · Lottery Proceeds	413.34
4802 · Interest Income	6.84
4803 · Interest Income	16.87
4804 · Interest Income	0.68
Total Income	88,285.24
Expense	
6002 · County Treasurer's Fees	2.34
6032 · Office Expense - GG	167.91
6042 · Professional Services - GG	351.00
6052 · Insurance and Bonds - GG	956.60
6062 · Supplies and Maintenance - GG	340.15
6072 · Telephone - GG	212.78
6092 · Miscellaneous - GG	787.08
6102 · Utilities - TH - GG	224.86
6140 · Contributions	300.00
6142 · Street Lighting	224.10
6262 · Harvest Festival	187.50
6462 · Supplies and Maintenance Park	160.00
7063 · Supplies & Maintenance - Water	20.00
7073 · Utilities - Water	461.92
7173 · Utilities - Sewer	59.69
7346 · Landfill - Trash	209.52
7406 · Miscellaneous-Trash	263.77
7703 · Capital Outlay	2,531.58
7800 · Salaries Clearing	
7809 · Salary-Richard M Kehm	4,320.07
7815 · Salary-Heather Moore	2,940.14
7819 · Salary - Williamson Kelly	332.50
7820 · Salary - Kim E Quayle	1,824.30
Total 7800 · Salaries Clearing	9,417.01
7990 · Supplies and Maint. - Clearing	343.07
7994 · Utilities - Clearing	48.02
7995 · Payroll Taxes - Clearing	72.52
Total Expense	17,341.42
Net Ordinary Income	70,943.82

10:40 AM
01/07/22
Accrual Basis

Town of Sedgwick
Profit & Loss
December 2021

	<u>Dec 21</u>
Other Income/Expense	
Other Expense	
8343 · Grant Expense - Local	136.50
Total Other Expense	<u>136.50</u>
Net Other Income	<u>-136.50</u>
Net Income	<u><u>70,807.32</u></u>

Town of Sedgwick
Check Detail
 December 14, 2021 through January 10, 2022

Num	Name	Memo	Account	Paid Amount
12408	Sedgwick County Organiz...	Donation	1022 · Points West Bank Ch...	
		Donation approved at 12/13/21 Meeting	6140 · Contributions	-300.00
TOTAL				-300.00
12409	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll 17.47 hours	7809 · Salary-Richard M Kehm	-3,496.73
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-2,848.23
12410	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-2,107.12
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,836.93
12411	Kim E. Quayle	Payroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,450.73
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,169.74
12412	William Townsend	Payroll	1022 · Points West Bank Ch...	
		Gross Payroll	7822 · - William Townsend	-332.84
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicaid	7995 · Payroll Taxes - Clearing	
TOTAL				-307.37
12413	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services	7063 · Supplies & Maintenanc...	-400.00
		sodium hypochlorite changes	7093 · Miscellaneous - Water	-776.80
TOTAL				-1,176.80
12414	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance	6052 · Insurance and Bonds -...	-956.60
TOTAL				-956.60
12415	CenturyLink	Phone and Fax line	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-212.78
TOTAL				-212.78
12416	CIRSA	Invoice 200852	1022 · Points West Bank Ch...	
		Property/Casualty Quarterly ayments for 2021	7896 · Insurance Clearing	-2,707.80
		Workman-Comp Quarterly payments for 2021	7896 · Insurance Clearing	-873.75
		Addition to coverages VAMP/CSWAMP	7896 · Insurance Clearing	-51.97
TOTAL				-3,633.52
12417	Columbine Control Comp...		1022 · Points West Bank Ch...	
		Sensor	7063 · Supplies & Maintenanc...	-1,424.00
TOTAL				-1,424.00

Town of Sedgwick Check Detail

December 14, 2021 through January 10, 2022

Num	Name	Memo	Account	Paid Amount
12418	Consolidated Plumbing	Water Leak at east ave 8/26/19	1022 · Points West Bank Ch...	
		PVC repair parts	6062 · Supplies and Mainten...	-27.24
		(Community Center) Backflow preventer	6092 · Miscellaneous - GG	-420.44
TOTAL				-447.68
12419	Highline Electric Ass'n		1022 · Points West Bank Ch...	
		Water Pump -66552	7073 · Utilities - Water	-350.46
		New Shop - 8280879	7994 · Utilities - Clearing	-57.34
		New Town - 822186	6102 · Utilities - TH - GG	-82.48
		Museum - 8426371	6102 · Utilities - TH - GG	-105.27
		Pump #2 - 40915	7073 · Utilities - Water	-111.04
		Street Lights -41680	6142 · Street Lighting	-227.00
		Sewer - 62657	7173 · Utilities - Sewer	-58.51
		Bulb, Photo Electric - New 73w Light (Invoice #7799)	6142 · Street Lighting	-6.67
		Rodeo Grounds	6102 · Utilities - TH - GG	-34.46
		Community Center	6102 · Utilities - TH - GG	-61.82
TOTAL				-1,095.05
12420	J.P. Cooke Co.	Dog Tags	1022 · Points West Bank Ch...	
		2020 Dog tags and book	6062 · Supplies and Mainten...	-69.00
TOTAL				-69.00
12421	Journal Office		1022 · Points West Bank Ch...	
		Copy machine fees	6032 · Office Expense - GG	-35.60
TOTAL				-35.60
12422	Julesburg Family Market	Account# 8814	1022 · Points West Bank Ch...	
		shop raps, marking Flags, Gloves	6062 · Supplies and Mainten...	-84.81
TOTAL				-84.81
12423	Kelly, P.C.		1022 · Points West Bank Ch...	
		Legal Fees - Regular	6042 · Professional Services ...	-1,189.50
TOTAL				-1,189.50
12424	Marick's Waste Disposal		1022 · Points West Bank Ch...	
		Potty Cleaning	6462 · Supplies and Mainten...	-80.00
TOTAL				-80.00
12425	N E Colorado Health	Bacteria testing	1022 · Points West Bank Ch...	
		Bacteria testing	7063 · Supplies & Maintenan...	-20.00
TOTAL				-20.00
12426	Points West Cardmember...		1022 · Points West Bank Ch...	
		Postage and office supplies	6032 · Office Expense - GG	-113.51
		Home Depot	6062 · Supplies and Mainten...	-89.98
		CDL Physical	6092 · Miscellaneous - GG	-105.00
TOTAL				-308.49
12427	Sedgwick County Sales	Landfill Fees	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-209.52
TOTAL				-209.52

Town of Sedgwick Check Detail

December 14, 2021 through January 10, 2022

Num	Name	Memo	Account	Paid Amount
12428	Smith Hardware		1022 - Points West Bank Ch...	
		Kilz Paint 2 gallons - Yellow spray paint	6062 - Supplies and Mainten...	-222.93
TOTAL				-222.93
12429	UNCC (CO811)		1022 - Points West Bank Ch...	
		Tickets Issued Fees		
		UNCC Tickets Issued Fees.	6092 - Miscellaneous - GG	-2.64
TOTAL				-2.64



Town of Sedgwick
 PO Box 27
 Sedgwick, CO 80749

Summary Statement

December 31, 2021

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Investor ID: C

COLOTRUST

PLUS+

Average Monthly Yield: 0.0478%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Water PLUS	703,996.86	228,000.00	0.00	34.23	207.20	842,593.85	932,031.09
General Use PLUS	180,036.35	0.00	0.00	7.30	48.08	180,039.04	180,042.65
CIP PLUS	867,605.34	308,000.00	0.00	43.44	233.74	1,068,142.23	1,175,648.78
TOTAL	1,751,637.55	536,000.00	0.00	84.97	489.02	2,090,775.12	2,287,722.52

Tel: (877) 311-0219

<https://www.colotrust.com/>

PRELIMINARY PAYROLL REPORTS

The time records used to calculate this report can be approved all at once. The payroll accuracy of this preliminary report is not guaranteed as these user's timesheets and their records may continue to be edited prior to being closed for final payroll.

Wednesday Dec, 01 2021 - Friday Dec, 31 2021

Employees Processed:	4	Total Fixed Pay:	\$7,387.42
Standard Hours:	236.74	Total Variable Pay:	\$0.00
Overtime 1.5x Hours:	0.00	Total Payroll:	\$7,387.42
Overtime 2.0x Hours:	0.00		
PTO Hours:	0.00	Total of All Hours:	441.04
Vacation Hours:	60.00	Total Hours Deducted:	0.00
Sick Hours:	7.00	Total Payable Hours:	441.04
Holiday Hours:	34.50		
Other1 Hours:	0.00	Rounding Interval Applied:	-
Other2 Hours:	0.00	Total Records Processed:	84
Unpayable/Salaried Hours:	102.80	Records Crossing Dateline:	-
		Records Qualified for Shift Differential:	-
		Records Exceeding Hours Threshold:	-

Employee	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOL	UnP/SAL	Signed	Aprvd	Fixed Pay
Kehm, Richard	169.80					7.00	60.00		102.80	N/A	NO	\$3,496.73
Moore, Heather	137.99		120.99					17.00		N/A	NO	\$2,107.12
Quayle, Kim	106.75		89.25					17.50		NO	NO	\$1,450.73
Townsend, William	26.50		26.50							NO	NO	\$332.84

RESOLUTION 22-1

A RESOLUTION SETTING REGULAR MEETING DATES FOR THE TOWN OF SEDGWICK BOARD OF TRUSTEES, ESTABLISHING TOWN RECOGNIZED HOLIDAYS, AND SETTING THE OFFICIAL LOCATION OF POSTINGS FOR THE YEAR OF 2022.

WHEREAS, the Town of Sedgwick is governed by the laws of the State of Colorado; and

WHEREAS, regularly scheduled meeting days have historically been during the Second Monday of each month; and

WHEREAS, the laws of the State of Colorado necessitate the establishment of places to post public information for the good of the community; and

WHEREAS, it is in the best interest for the functioning of the Town of Sedgwick to designate holidays recognized by the Town of Sedgwick,

NOW, THEREFORE, LET IT BE RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF SEDGWICK THAT;

1. Meetings will commence on the following dates at 6 PM at the Town Hall, 29 Main Ave, Sedgwick, CO, unless otherwise designated by the Town Clerk. If a quorum can not be met the meeting will be rescheduled the following Monday and posted with the new date.

Monday, January 10, 2022
Monday, February 14, 2022
Monday, March 14, 2022
Monday, April 11, 2022
Monday, May 9, 2022
Monday, June 13, 2022
Monday, July 11, 2022
Monday, August 8, 2022
Monday, September 12, 2022
Tuesday, October 17, 2022
Monday, November 14, 2022
Monday, December 12, 2022

2. Meetings, and other information pertinent to the residents of the Town of Sedgwick, shall be posted in accordance with the laws of the State of Colorado at the following locations: Front entrance of the Town of Sedgwick Town Hall; Town of Sedgwick United States Post Office bulletin board; and the Town of Sedgwick website.

3. The recognized 2022 holidays for the Town of Sedgwick are:

Holiday:	Date Town Office is Closed:
President's Day	Monday, February 21
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Columbus Day	Monday, October 10
Veterans Day	Friday, November 11
Thanksgiving Day	½ day Wednesday, November 23; all-day Thursday & Friday, November 24th, 25h
Christmas	½ day Friday, December 23; (Observed) Monday, December 26
New Year's	(Observed) Monday, January 2 nd , 2023

This Resolution passed by a vote of the Board of Trustees for the Town of Sedgwick.
INTRODUCED, READ, APPROVED AND ADOPTED this 10th day of January 2022.

By: _____
Wayne Price, Mayor

Attest:

Heather Moore, Town Clerk