
Town of Sedgwick

Meeting Agenda

Monday, June 10, 2024, 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**
 - Clerk’s Office
 - Maintenance
 - Chuck Graber with Maguire Iron – Water Tower Repair
 - Lead Pipe Inventory update.
 - Mayor
 - Board of Trustees
- VIII. New Business**
 - Harvest Festival
 - Estimates for Rodeo Grounds
- IX. Old Business**
 - Aflac
- X. Executive Session (If needed)**
- XI. Call to Adjourn**



Posted on this 7th day of June 2024 by Kim Quayle @ 3:30pm

**Town of Sedgwick
Record of Proceedings
May 13h, 2024**

Members Present: Danny Smith, Roger Munson, Darrin Tobin, Traci Sanchez, Dale Jones, Peggy Owens, Bailey Nail.

Employees Present: Heather Moore, Richard Kehm\

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	Bailey Nail	Here
Peggy Owens	Here	Roger Munson	Here
Dale Jones	Here	Darrin Tobin	Here

Approval of Agenda

Motion: Approval of Agenda

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

Approval of Minutes

- No correction

Motion: Approve the minutes

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

Bills (Published in Julesburg Advocate)

- Julesburg Media for publishing and Water Copper Testing bills came in late that will need to be added.

Motion: Bills Roll Call Vote

Traci Sanchez made a motion to pay the bills with added checks, Roger Munson seconded. (Roll Call: All Voted for, None Against) motion carried.

Public Comments – reminded they will have 3mins.

- None

Clerk's Office

- Wrapped up election paper work and submitted to DOLA as required.
- Start sending items to get ready for upcoming Audit.

Maintenance

- Greg Nein from Julesburg Manager
 - I will be helping while Alan is out for medical reasons. James is certified. And we do have an engineer that could assist with any questions that may arise if it is needed for you Sewer Project.
- Been mowing and weeding.

- Going to do a burn.
- Stop Signs are in and we request Dale Jones to come help mark where they will be located.
- Jason Toyne from the Fire department on Hydrants.
 - Would like to see the Hydrants colored by their flow rating. This is good, especially if someone outside of our town comes in they won't collapse the supply lines to them.
 - Danny Smith requested Jason to get together with Richard and let them know what to color and which ones.

Mayors Report

- Student worker that helped us last summer, he will be returning to us this year. I would like to have the other student come help with some odds and ends projects.
 - The Board agreed that is ok.
- Would like to ask about ordering the other set of bleachers that we budgeted for.
 - With that said we keep dinging up the old bleachers every time we move them to mow. Can we consider adding concrete pads for the other smaller bleachers as well.
 - Clerk was directed to get the estimates for that.
- I think we need to stop the spring cleanup. People just don't listen even when we post on the bins and in newsletters. We had 63 tires that we had to pay to dispose of. And the appliances are another issue.
 - We may look at a one weekend event that is supervised. Or tell the residence place items in their yard and we take two days and use the dump truck to pick up allowable items.

Board of Trustees

- **Tracy Sanchez**
 - Would like to get another count of the top 3 ideas for the Harvest Festival Theme, to allow for a final vote.
- **Dale Jones**
 - There is a child on a motorcycle that is running up and down Main Street, running the stop sign on CR 28, digging up the rodeo arena and just terrorizing. He is going to get hurt.
 - Danny Smith said he would talk with the parents.

New Business

- **Rhonda Graham – Monthly Updates**
 - The Wind Tower company would like to be a positive effect on communities, and I would like to present your RV grounds to them as a potential funding project.
- **Brandy Root – AFLAC**
 - They presented the opportunity for employees to add a benefit of supplemental insurance. This is also a tax break for the town when it flows through the payroll. We offer Cancer, Accident, Hospital Confinement, and your family can participate. This policy adds the benefit of employees can keep their policy when they retire or change jobs.
 - Board wondered if Board members can be added for this policy.
 - Not over 74 of age is one limit, but the board could participate as a 1099 participant and would be responsible for their own taxes.
- **Michelle Stang -**
 - I am working on a County Wide Grant for Disproportional community tree replacement, removal and irrigation to them.
 - Linda from the Colorado State Forest Service is here to talk about Trees.
 - There is a great opportunity to use these funds that are zero match grants.

- Our trees are ageing out and we know that. We need to replace them while the funds are available. And remember to diversify the types of trees because they age out at different ages.
 - You will need to get estimates from a Tree company that can tell you about the whole project for the Town. Town owned Property and Non-Profits.
- **Renewal of Natures of Sedgwick Retail Marijuana License & Retail Cultivation License**
 - There have been no complaints or concerns reported.

Motion:

Tracy Sanchez made a motion to approve Natures Retail Marijuana Store license and Retail Marijuana Cultivation License. Peggy Owens seconded, all in favor; none opposed, motion carried.

• **GMS Update**

- GMS Prepared you a nice long letter that is being handed out. They are showing in this letter all the secured funding and the information on the application that will be submitted June 5th.
- This was the application that was sent last fall, but the funding was not great during that round, and they said we would only be granted \$200K forgiveness “Not the full million”. We were advised to wait until this June round for better funding for the full million forgiveness. We are behind schedule due to that process being pushed out.

Old Business

- **None**

Meeting Adjourned:

Motion:

At 6:45pm, Dale Jones made a motion to adjourn, Roger Munson seconded, all were in favor, motion carried.

Mayor

Attest: Town Clerk

SEAL

Town of Sedgwick
Profit & Loss
 May 2024

	May 24
Ordinary Income/Expense	
Income	
4122 · Current Property Taxes	12,787.11
4142 · Specific Ownership Taxes	0.00
4152 · Interest on Taxes	0.00
4172 · Sales Tax	16,590.13
4212 · Cigarette Tax	6.74
4222 · Road and Bridge	0.00
4232 · Motor Vehicle	0.00
4300 · Utilities Clearing	-1,746.27
4323 · Water Sales	5,339.96
4333 · Sewer Sales	3,708.70
4386 · Trash Collections	2,484.25
4392 · Other Income	
4392.1 · Occupation Tax	51,690.32
4392.2 · Excise Tax	2,301.53
4392.3 · State of Colorado	12,448.06
4392.4 · Lodging Tax	32.00
Total 4392 · Other Income	66,471.91
4393 · Other Income	0.00
4422 · License Fees	35.00
4802 · Interest Income	5,056.13
4803 · Interest Income	17,059.63
Total Income	127,793.29
Gross Profit	127,793.29
Expense	
6002 · County Treasurer's Fees	0.00
6032 · Office Expense - GG	769.57
6042 · Professional Services - GG	258.00
6052 · Insurance and Bonds - GG	1,978.83
6062 · Supplies and Maintenance - GG	5,544.19
6072 · Telephone - GG	230.90
6092 · Miscellaneous - GG	510.32
6102 · Utilities - TH - GG	341.29
6142 · Street Lighting	217.25
6262 · Harvest Festival	0.00
6462 · Supplies and Maintenance Park	398.07
7063 · Supplies & Maintenance - Water	1,087.90
7073 · Utilities - Water	366.23
7093 · Miscellaneous - Water	368.69
7163 · Supplies and Maintenance - Sewer	60.20
7173 · Utilities - Sewer	63.03
7346 · Landfill - Trash	543.87
7366 · Supplies and Maintenance - Tras	315.50
7800 · Salaries Clearing	
7806 · Salary-Ed Smith Jr.	50.47
7809 · Salary-Richard M Kehm	4,097.03
7815 · Salary-Heather Moore	2,728.74
7820 · Salary - Kim E Quayle	1,293.65
7800 · Salaries Clearing - Other	2,949.65
Total 7800 · Salaries Clearing	11,119.54
7990 · Supplies and Maint. - Clearing	629.25
7994 · Utilities - Clearing	64.79
7995 · Payroll Taxes - Clearing	526.83
Total Expense	25,394.25
Net Ordinary Income	102,399.04

9:12 AM
06/07/24
Accrual Basis

Town of Sedgwick
Profit & Loss
May 2024

	<u>May 24</u>
Other Income/Expense	
Other Expense	
8343 - Grant Expense - Local	0.00
Total Other Expense	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>102,399.04</u></u>

9:04 AM
06/07/24

Town of Sedgwick
Check Detail
May 14 through June 10, 2024

Num	Name	Memo	Account	Paid Amount
13217	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance February (Was missed)	6052 · Insurance and Bonds -...	-1,021.60
TOTAL				-1,021.60
13218	SGS - Accutest Mountain ...	water testing	1022 · Points West Bank Ch...	
		Water testing - Lead and Copper	7063 · Supplies & Maintenanc...	-467.90
TOTAL				-467.90
13219	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll	7809 · Salary-Richard M Kehm	-4,097.03
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-3,310.60
13220	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-2,451.75
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-2,115.19
13221	Kim E. Quayle	Payroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,864.50
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,514.86
13222	Caiden J Smith	Payroll	1022 · Points West Bank Ch...	
		Payroll	7824 · -Salary - Caiden J Smith	-129.78
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
TOTAL				-119.85
13223	Eduardo Sanchez	Payroll	1022 · Points West Bank Ch...	
		Payroll	7800 · Salaries Clearing	-3,108.20
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-2,458.42
13224	Lance Barnica		1022 · Points West Bank Ch...	
		Election Judge	6092 · Miscellaneous - GG	-100.00
TOTAL				-100.00
13225	Abby Erickson	Election Judge	1022 · Points West Bank Ch...	
		Election Judge	6092 · Miscellaneous - GG	-100.00
TOTAL				-100.00

9:04 AM
06/07/24

Town of Sedgwick
Check Detail
May 14 through June 10, 2024

Num	Name	Memo	Account	Paid Amount
13226	Dora Devie	Election Judge	1022 · Points West Bank Ch...	
		Election Judge	6092 · Miscellaneous - GG	-100.00
TOTAL				-100.00
13227	Rebekah Hudnell	Election Judge	1022 · Points West Bank Ch...	
		Election Judge	6092 · Miscellaneous - GG	-100.00
TOTAL				-100.00
13228	Billy Baker	Election Judge	1022 · Points West Bank Ch...	
		Election Judge	6092 · Miscellaneous - GG	-100.00
TOTAL				-100.00
13229	Colorado Dep of Revenue	W2 wage withholdings	1022 · Points West Bank Ch...	
		1st Quarter - balance	7995 · Payroll Taxes - Clearing	-80.00
TOTAL				-80.00
13230	21st Century		1022 · Points West Bank Ch...	
		Blades and servise on Mower	6462 · Supplies and Mainten...	-158.07
TOTAL				-158.07
13231	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services (200 for April 400 for May)	7063 · Supplies & Maintenanc...	-600.00
		Sanitation Survey	7093 · Miscellaneous - Water	-368.69
TOTAL				-968.69
13232	Big Springs Equipment		1022 · Points West Bank Ch...	
		Mower Blades	6062 · Supplies and Mainten...	-94.81
TOTAL				-94.81
13233	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance July	6052 · Insurance and Bonds - ...	-1,021.60
TOTAL				-1,021.60
13234	CenturyLink	334021765	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-230.90
TOTAL				-230.90
13235	Highline Electric Ass'n		1022 · Points West Bank Ch...	
		Water Pump -66552	7073 · Utilities - Water	-209.62
		New Shop - 8280879	7994 · Utilities - Clearing	-64.79
		New Town - 822186	6102 · Utilities - TH - GG	-77.06
		Museum - 8426371	6102 · Utilities - TH - GG	-132.52
		Pump #2 - 40915	7073 · Utilities - Water	-156.61
		Street Lights -41680	6142 · Street Lighting	-217.25
		Sewer - 62657	7173 · Utilities - Sewer	-63.03
		Rodeo Grounds	6102 · Utilities - TH - GG	-40.00
		Community Center	6102 · Utilities - TH - GG	-91.71
TOTAL				-1,052.59
13236	IDEAL Linens & Uniform		1022 · Points West Bank Ch...	
		Hand soap, towles, liners	7990 · Supplies and Maint. - ...	-402.43
		Hand soap, towles, liners	7990 · Supplies and Maint. - ...	-115.49
TOTAL				-517.92

9:04 AM
06/07/24

Town of Sedgwick
Check Detail
May 14 through June 10, 2024

Num	Name	Memo	Account	Paid Amount
13237	Journal Office		1022 · Points West Bank Ch...	
		Copy machine fees	6032 · Office Expense - GG	-40.00
TOTAL				-40.00
13238	Julesburg Family Market	Account# 8814	1022 · Points West Bank Ch...	
		Hardware	6062 · Supplies and Mainten...	-96.15
TOTAL				-96.15
13239	Kelly, P.C.		1022 · Points West Bank Ch...	
		Legal Fees - Regular	6042 · Professional Services ...	-43.00
TOTAL				-43.00
13240	Marick's Waste Disposal		1022 · Points West Bank Ch...	
		Potty Cleaning	6462 · Supplies and Mainten...	-240.00
		Spring Clean up	6062 · Supplies and Mainten...	-1,900.00
TOTAL				-2,140.00
13241	Miller Septic Service	Empty Lift Station	1022 · Points West Bank Ch...	
		Septic lift station	6062 · Supplies and Mainten...	-400.00
TOTAL				-400.00
13242	N E Colorado Health	Bacteria testing	1022 · Points West Bank Ch...	
		Bacteria testing	7063 · Supplies & Maintenanc...	-20.00
TOTAL				-20.00
13243	Points West Cardmember...		1022 · Points West Bank Ch...	
		Smokers stations for community center, office supplies and postage	6032 · Office Expense - GG	-729.57
		Home depot and Auto Parts	6062 · Supplies and Mainten...	-204.36
TOTAL				-933.93
13244	S & W Auto Supply	No bills since February!????	1022 · Points West Bank Ch...	
		Oil, filters for oil change and tune up. Batter	7990 · Supplies and Maint. - ...	-111.33
TOTAL				-111.33
13245	Sedgwick County Sales	Landfill Fees	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-543.87
TOTAL				-543.87
13246	UNCC (CO811)	Tickets Issued Fees	1022 · Points West Bank Ch...	
		UNCC Tickets Issued Fees.	6092 · Miscellaneous - GG	-10.32
TOTAL				-10.32
13247	Usa Blue Book		1022 · Points West Bank Ch...	
		Gloves & Misc	7163 · Supplies and Mainten...	-60.20
TOTAL				-60.20
13248	Valley Repair		1022 · Points West Bank Ch...	
		Metal Tub and Saw cuts	7386 · Supplies and Mainten...	-315.50
TOTAL				-315.50

Wednesday May, 01 2024 - Friday May, 31 2024

4

Users Processed:

Standard Hours:

Overtime 1.5x Hours:

Overtime 2.0x Hours:

PTO Hours:

Vacation Hours:

Sick Hours:

Holiday Hours:

Other1 Hours:

Other2 Hours:

Unpayable/Salaried Hours:

Total Fixed Pay: \$11,521.49

Total Variable Pay: \$0.00

Total Payroll: \$11,521.49

600.54

9.50

591.04

420.54

0.00

0.00

Total of All Hours:

Total Deducted Hours:

Total Payable Hours:

7.50

7.50

Rounding Interval Applied:

Total Records Processed:

Records Crossing Dateline:

Records Qualifying for Shift Differential:

Records Exceeding Hours Threshold

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78

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	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Kehm, Richard	155.50		1.0x	1.5x	2.0x			155.50	\$4,097.03
	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Moore, Heather	137.35		1.0x	1.5x	2.0x	7.50		7.50	\$2,451.75
	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Quayle, Kim	120.68		1.0x	1.5x	2.0x				\$1,864.50
	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Sanchez, Eduardo	187.01	(9.50)	1.0x	1.5x	2.0x				\$3,108.21

Caiden Smith = 9 hours @ \$14.42 = \$129.78