

Town of Sedgwick Meeting Agenda

Monday, September 12, 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
 - Maintenance – Richard Kehm
 - Town Clerk – Heather Moore
 - Budget time is Coming
 - Board of Trustees
- VIII. New Business
 - Rhonda Graham – Updates
 - High Plainz Retail Marijuana License Renewal
 - Resolution 22-05 – Opt-Out of the FAMILI (Family Medical Leave Insurance Program)
- IX. Hearing at 6:30pm
 - Re-Zoning of 501 McKinstry Ave to Conditional Use for Commercial Greenhouses
- X. Old Business
 - Harvest Festival updates – Final Report
 - Reintroduction of Ordinance 01-2021 – Adoption of Code Book First Reading Continued.
- XI. Executive Session – Discussion on Price Offer for Land Acquisition.
- XII. Call to Adjourn



**Town of Sedgwick
Record of Proceedings
August 8th, 2022**

Members Present: Peggy Owens, Danny Smith, Jeanie Tarver, Roger Munson, Traci Colbeck, Darrin Tobin
Employees Present: Heather Moore, Kim Quayle

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 the Mayor Danny Smith, Danny Smith read the rules of conduct for our meetings to the public.

Roll Call Mayor Danny Smith Here

Jeanie Tarver	Here	Traci Colbeck	Here
Peggy Owens	Here	Roger Munson	Here
Dale Jones	Absent	Darrin Tobin	Here

Approval of Agenda

Motion: Approval of Agenda

Jeannie Tarver made a motion to approve the agenda, Jeanie Traci Colbeck seconded, all in favor; none opposed, motion carried.

Approval of Minutes

- Jeanie Tarver requested a few spelling and sentence structure corrections previously.

Motion: Approve the minutes

Peggy Owens made a motion to approve of the minutes with spelling corrections, Jeannie Tarver seconded, all in favor; none opposed, motion carried.

Bills (Published in Julesburg Advocate)

- Town Clerk added Check That came in last minute. They are highlighted for the Board to see.

Motion: Bills Roll Call Vote

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

Public Comments – reminded they will have 3mins.

- **Dora Devic**
 - I would like to continue driving around town to add suggestions for any improvements needed.
 - Had positive comments on items that have been completed.
 - Mentioned concerns about traffic speed on 1st and Miles.

Mayors Report

- We are coming to an agreement with the Land needed for the Sewer Project.
- The Generator at the Water treatment needs updated to allow for the 240 auto turn on switch, so when we loose power we will still have water.
- The stairs at the Crows nest will be rebuilt because the old ones will not work.
- Stan Munson says they have a small Disc for the Town Rodeo Arena.

- The concession stand at the Rodeo Ground, its possible the school board owns the building. But it was our understanding it belonged to us, but they have priority to use it.
- I was confronted that I may not be doing my duties properly, this has been discussed with the Town Lawyer, she comforted me.
- September 24th Devie asked to borrow the Towns BBQ that was donated to the Town by Jim Beck.
 - Board said this was ok if they sign the Damages Agreement.

Maintenance –Danny Smith

- Has nothing, per Danny Smith.
- Danny will do the Mosquito Spraying tomorrow
- Heather added the Sewer Cleaning should start next week.

Clerk's Office

- Re-Zoning application was received for the Green Houses.
- Lights at the Rodeo Ground can not be replaced by Highline.
- Radio Transmitter will run close to \$1000. May want to see how the sound system is this year first.
- Audit has been completed, if you need the auditors to come explain the report, please let me know and I will set that up.
- Lucy is selling the Café, would like to suggest a special honor to her for all the years of services she has done for all our County.
- Camping at the Rodeo Arena, do you have a price for camping?
 - *Board said for now ask for Donation.*

Board of Trustees

- **Dale Jones**
 - Letter addressing the comments from last months regular meeting.
 - After research all the concerns of pesticides being sprayed was incorrect. And the airplanes recent spraying was nitrogen, not harmful and they followed all the rules for EPA. Along with the comment we had the highest cancer rates in Colorado, supporting documentation is available to prove this was false as well.
 - I would like to see people to research allegations before wasting our Boards Time!
- **Roger Munson**
 - Rodeo grounds camping is being shared for Cruise Night.
 - *Board discussed roping off the easement area of the Arena.*
 - Spoke to School Board Member and they will discuss if we could purchase the old Bleachers.
 - There is a gentleman that is interested in using the Arena for Friday night roping events. He is trying to get this going at a reasonable price, it would only be a couple of hours. This will be held in the fall for a couple months.
 - *Board agreed to donate a month of the arena lights, if the cost to run them are not excessive them they can discuss it again.*

New Business

- **Rhonda Graham – Updates**
 - Chamber Bucks (*old Joes Bucks*), last year you donated \$1500.00.
 - Discussion about the Bucks, and what it does. (Value is 10% on the dollar)
 - Trunk or Treat being done on 3rd street in Julesburg 3:30pm to 5:30pm.

- Road Maps Grant in progress, we need a letter of support from our community within two weeks.
 - Sedgwick said last time is there in no need to change Zoning Code Map
 - Wray is going to be the Grant Coordinator, and file all the needed reporting.
- The Citrus Green Houses- GOThermal coming to Sedgwick may be the first to qualify for the Rural Jumpstart Program.
- Working toward getting a Community Center for the County with Day Care activities. Will ask Towns to guarantee in their Budget continued support.

Motion:

Jeannie Tarver made a motion to Donate \$1500 to the Chamber Bucks, Roger Munson seconded, all in favor; none opposed, motion carried.

- **Resolution 22-04 – Participation in the Rural Jumpstart Program.**

- No Questions, or Concerns

Motion:

Jeannie Tarver made a motion to adopt resolution 22-04 Authorizing Participation in the Rural Jumpstart Program, Roger Munson seconded, all in favor; none opposed, motion carried.

Old Business

- **Harvest Festival**

- **Traci Colbeck**

- Lupe has officially taken over the Car Show
- Dora is overseeing the Exhibits.
- Bailey Haynes will oversee the Parade.
- Nora will DJ from 11am until crowd slows down, they said they will do it for \$600.
 - *Board asked if they would be interested in doing it Sunday as well?*
- Donation Letters have been sent out to the 31 businesses in Sedgwick County.
- Tractor Pull will be sponsored by Leon from Big Springs Equipment in the amount of \$200, but they asked if the Town would supply the prize money for it which comes to \$162.
- Jeannie is working with D&L for a discount or a donation for the Town BBQ.
- Roger asked if we are going to advertise on the radio and flyers.
 - *Traci said she will try to get the times done. Roger said he can help hang fliers.*
- Heather added that the Banner will get hung by Highline this week.
- Prizes for the Kids games are being purchased.
- The Sedgwick Inn is now open for the event as well.

- **Ordinance 01-2021 – Code Book Continues.**

- Dora Devie let the Board Know they have nothing to go over.

Meeting Adjourned:

Motion:

At 7:10pm, Jeanie Tarver made a motion to adjourn, Peggy Owens seconded, all were in favor, motion carried.

Mayor

Attest: Town Clerk

SEAL

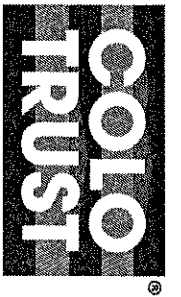
8:37 AM
09/09/22
Accrual Basis

Town of Sedgwick
Trial Balance
As of August 31, 2022

	Aug 31, 22	
	Debit	Credit
1021 · Cash on Hand	195.09	
1022 · Points West Bank Checking	279,745.54	
1022 · Points West Bank Checking:1022.1 · Harvest Festival	8,747.00	
1022 · Points West Bank Checking:1022.1 · Harvest Festival:1022.2 · Demolition Derby	6,792.86	
1029 · Savings:1030 · Points West:1031 · 9240	26,782.84	
1029 · Savings:1034 · Cash in Savings - Lottery	6,804.55	
1029 · Savings:1040 · Points West Bank:1043 · Water Surcharge Account	124,974.43	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	39,003.74	
1070 · COLOTRUST:1074 - Sewer CIP	354,314.64	
1070 · COLOTRUST:1071 · Water Plus	1,002,587.20	
1070 · COLOTRUST:1072 · General Plus	533,873.84	
1070 · COLOTRUST:1073 · CIP Plus	1,013,560.45	
1081 · Cash - County Treasurer	238.20	
TOTAL	3,397,620.38	0.00

Town of Sedgwick
Profit & Loss
 August 2022

	<u>Aug 22</u>
Ordinary Income/Expense	
Income	
4122 · Current Property Taxes	357.76
4142 · Specific Ownership Taxes	120.92
4152 · Interest on Taxes	9.23
4172 · Sales Tax	14,796.34
4222 · Road and Bridge	40.77
4232 · Motor Vehicle	58.00
4300 · Utilities Clearing	18.04
4323 · Water Sales	7,352.26
4333 · Sewer Sales	2,903.30
4386 · Trash Collections	2,408.00
4392 · Other Income	
4392.1 · Occupation Tax	76,737.19
4392.2 · Excise Tax	612.60
4392.3 · State of Colorado	20,474.68
4392.4 · Lodging Tax	104.00
Total 4392 · Other Income	<u>97,928.47</u>
4393 · Other Income	5,977.14
4412 · Highway Use Tax	1,099.88
4422 · License Fees	570.00
4802 · Interest Income	1,029.09
4803 · Interest Income	4,332.29
Total Income	<u>139,001.49</u>
Expense	
6002 · County Treasurer's Fees	9.91
6032 · Office Expense - GG	828.54
6042 · Professional Services - GG	10,399.50
6043 · Contract Labor - GG	200.00
6052 · Insurance and Bonds - GG	956.60
6062 · Supplies and Maintenance - GG	864.99
6072 · Telephone - GG	229.17
6092 · Miscellaneous - GG	6,872.16
6102 · Utilities - TH - GG	296.85
6142 · Street Lighting	208.82
6162 · Street Maintenance	0.00
6232 · Pest and Weed Control	0.00
6462 · Supplies and Maintenance Park	120.00
7063 · Supplies & Maintenance - Water	1,902.07
7073 · Utilities - Water	704.69
7093 · Miscellaneous - Water	579.52
7163 · Supplies and Maintenance - Sewer	5,657.85
7173 · Utilities - Sewer	58.31
7346 · Landfill - Trash	319.32
7406 · Miscellaneous-Trash	0.00
7702 · Capital Outlay - GF	11,402.00
7800 · Salaries Clearing	
7809 · Salary-Richard M Kehm	3,861.86
7815 · Salary-Heather Moore	2,157.42
7820 · Salary - Kim E Quayle	1,446.56
7822 · - William Townsend	922.60
Total 7800 · Salaries Clearing	<u>8,388.44</u>
7990 · Supplies and Maint. - Clearing	217.56
7994 · Utilities - Clearing	46.64
7995 · Payroll Taxes - Clearing	303.96
Total Expense	<u>50,566.90</u>
Net Ordinary Income	<u>88,434.59</u>



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Town of Sedgwick
 PO Box 27
 Sedgwick, CO 80749

Summary Statement

August 31, 2022

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Investor ID:

COLOTRUST

PLUS+

Average Monthly Yield: 2.2488%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Water PLUS	1,000,674.14	0.00	0.00	1,913.06	5,611.17	1,001,666.35	1,002,587.20
General Use PLUS	532,855.16	0.00	0.00	1,018.68	2,131.19	533,363.49	533,873.84
CIP PLUS	1,011,626.47	0.00	0.00	1,933.98	6,515.00	1,012,629.52	1,013,560.45
Sewer CIP	253,829.39	0.00	0.00	465.25	656.25	254,081.06	254,314.64
TOTAL	2,798,985.16	0.00	0.00	5,360.97	14,913.61	2,801,760.42	2,804,336.13

Tel: (877) 311-0219

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

8:37 AM
09/09/22

Town of Sedgwick
Check Detail
August 9 through September 12, 2022

Num	Name	Memo	Account	Paid Amount
	IRS	Auto Withdraw	1022 · Points West Bank Ch...	
		Auto Withdraw	7995 · Payroll Taxes - Clearing	-1,695.69
TOTAL				-1,695.69
12641	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll	7809 · Salary-Richard M Kehm	-3,861.86
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-3,104.42
12642	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-2,220.20
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,932.36
12643	Kim E. Quayle	Payroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,403.73
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,152.35
12644	William Townsend	Payroll	1022 · Points West Bank Ch...	
		Gross Payroll	7822 · - William Townsend	-1,153.25
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicaid	7995 · Payroll Taxes - Clearing	
		Federal Withholdings	7995 · Payroll Taxes - Clearing	
		Colorado Withholdings	7995 · Payroll Taxes - Clearing	
TOTAL				-1,021.03
12645	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services	7063 · Supplies & Maintenanc...	-400.00
		Water break at fairgrounds, Board Meeting, Well repairs, Meed with en...	7093 · Miscellaneous - Water	-579.52
TOTAL				-979.52
12646	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance	6052 · Insurance and Bonds ...	-956.60
TOTAL				-956.60
12647	CenturyLink	Phone and Fax line	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-229.17
TOTAL				-229.17
12648	Cranmore Fire Protection	Fire Extinguisher Inspections	1022 · Points West Bank Ch...	
		Fire Extinguisher Inspections	6062 · Supplies and Mainten...	-132.00
TOTAL				-132.00
12649	Helena		1022 · Points West Bank Ch...	
		41 Extra - 41.50//Gal	6062 · Supplies and Mainten...	-207.50
TOTAL				-207.50

8:37 AM
09/09/22

Town of Sedgwick
Check Detail
August 9 through September 12, 2022

Num	Name	Memo	Account	Paid Amount
12650	Highline Electric Ass'n		1022 - Points West Bank Ch...	
		Water Pump -66552	7073 - Utilities - Water	-534.82
		New Shop - 8280879	7994 - Utilities - Clearing	-46.64
		New Town - 822186	6102 - Utilities - TH - GG	-176.17
		Museum - 8426371	6102 - Utilities - TH - GG	-35.54
		Pump #2 - 40915	7073 - Utilities - Water	-169.87
		Street Lights -41680	6142 - Street Lighting	-208.82
		Sewer - 62657	7173 - Utilities - Sewer	-58.31
		Rodeo Grounds	6102 - Utilities - TH - GG	-39.28
		Community Center	6102 - Utilities - TH - GG	-45.86
TOTAL				-1,315.31
12651	IDEAL Linens & Uniform		1022 - Points West Bank Ch...	
		Community Center Rugs, Mop and push broom	7990 - Supplies and Maint. - ...	-88.16
TOTAL				-88.16
12652	Journal Office		1022 - Points West Bank Ch...	
		Copy machine fees	6032 - Office Expense - GG	-40.00
TOTAL				-40.00
12653	Julesburg Family Market	Account# 8814	1022 - Points West Bank Ch...	
		Hardware	6062 - Supplies and Mainten...	-88.54
TOTAL				-88.54
12654	Kelly, P.C.		1022 - Points West Bank Ch...	
		Legal Fees - Regular	6042 - Professional Services ...	-533.00
		Legal Fees - Regular	6042 - Professional Services ...	-287.00
TOTAL				-820.00
12655	Marick's Waste Disposal		1022 - Points West Bank Ch...	
		Potty Cleaning	6462 - Supplies and Mainten...	-120.00
TOTAL				-120.00
12656	Miller Septic Service	Empty Lift Station	1022 - Points West Bank Ch...	
		Septic	6062 - Supplies and Mainten...	-350.00
TOTAL				-350.00
12657	Points West Cardmember...		1022 - Points West Bank Ch...	
			6032 - Office Expense - GG	-770.68
TOTAL				-770.68
12658	Ralph Shrock		1022 - Points West Bank Ch...	
		Clean Lift Station Walls	6043 - Contract Labor - GG	-200.00
TOTAL				-200.00
12659	S & W Auto Supply		1022 - Points West Bank Ch...	
		Oil, filters for oil change and tune up.	7990 - Supplies and Maint. - ...	-129.40
TOTAL				-129.40
12660	Sedgwick County Lumber		1022 - Points West Bank Ch...	
		Lumber	6062 - Supplies and Mainten...	-54.55
TOTAL				-54.55

1:43 PM
09/12/22

Town of Sedgwick
Check Detail
August 9 through September 12, 2022

Num	Name	Memo	Account	Paid Amount
12661	Sedgwick County Sales	Landfill Fees	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-319.32
TOTAL				-319.32
12662	SGS - Accutest Mountain ...	water testing	1022 · Points West Bank Ch...	
		Water testing - Nitrates/Floride/Herbicides/Pesticides/Organics/Metals	7063 · Supplies & Maintenan...	-633.85
TOTAL				-633.85
12663	Town of Julesburg		1022 · Points West Bank Ch...	
		UPS Shipping of additional water sample	7063 · Supplies & Maintenan...	-54.04
TOTAL				-54.04
12664	UNCC (CO811)	Tickets Issued Fees	1022 · Points West Bank Ch...	
		UNCC Tickets Issued Fees.	6092 · Miscellaneous - GG	-14.30
TOTAL				-14.30
12665	Usa Blue Book		1022 · Points West Bank Ch...	
		Lift Station Degreaser	7063 · Supplies & Maintenan...	-327.68
TOTAL				-327.68
12666	Work Force	full Scope of lines not to exceed agreement	1022 · Points West Bank Ch...	
		1/3 of Towns Sewer Lines cleane	7163 · Supplies and Mainten...	-5,657.85
TOTAL				-5,657.85
12667	D & L Meat		1022.1 · Harvest Festival	
		Rocky Mtn Oysters	6262 · Harvest Festival	-661.50
		Hot Dogs and Brats	6262 · Harvest Festival	-690.01
TOTAL				-1,351.51
12668	Marick's Waste Disposal		1022.1 · Harvest Festival	
		Harvest Festical Port a poties	6262 · Harvest Festival	-1,100.00
TOTAL				-1,100.00
12669	Sterling Trophy Shop	Honored Citizens - Harvest Fest	1022.1 · Harvest Festival	
		Honored Citizens and Lifetime Honor to Lucy Price - Harvest Fest	6262 · Harvest Festival	-83.87
TOTAL				-83.87
12670	UnderTree Entertainment		1022.1 · Harvest Festival	
		DJ for Main Ave Music	6262 · Harvest Festival	-600.00
TOTAL				-600.00
12671	Buettenback Construction		1022 · Points West Bank Ch...	
		Final Payment for Rodeo Grounds Crows Nest Rebuild	7702 · Capital Outlay - GF	-9,705.53
TOTAL				-9,705.53
12672	carrot top industries		1022 · Points West Bank Ch...	
		New Flags (USA, CO & POW)	6062 · Supplies and Mainten...	-196.73
TOTAL				-196.73

1:43 PM
09/12/22

Town of Sedgwick
Check Detail
August 9 through September 12, 2022

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
12673	Northeast colorado health...	Bacteria Test	1022 · Points West Bank Ch...	
		Water Bacteria Test	7063 · Supplies & Maintenan...	-20.00
TOTAL				-20.00

CLOSE PAYROLL PERIOD

This PRELIMINARY Payroll Report has not been saved yet! Save the report to append or close the payroll period.

Monday Aug, 01 2022 - Wednesday Aug, 31 2022

Employees Processed:	4	Total Fixed Pay:	\$8,639.04
Standard Hours:	303.83	Total Variable Pay:	\$0.00
Overtime 1.5x Hours:	0.00	Total Payroll:	\$8,639.04
Overtime 2.0x Hours:	0.00		
PTO Hours:	0.00	Total of All Hours:	521.48
Vacation Hours:	0.00	Total Hours Deducted:	0.00
Sick Hours:	12.00	Total Payable Hours:	521.48
Holiday Hours:	0.00		
Other1 Hours:	0.00	Rounding Interval Applied:	-
Other2 Hours:	0.00	Total Records Processed:	91
Unpayable/Salaried Hours:	205.65	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	205.65								205.65	N/A	NO	\$3,861.86
Moore, Heather	131.92		119.92			12.00				N/A	NO	\$2,220.20
Quayle, Kim	96.41		96.41							NO	NO	\$1,403.73
Townsend, William	87.50		87.50							NO	NO	\$1,153.25

RESOLUTION NO. 22-05

A RESOLUTION DECLARING THE TOWN OF SEDGWICK'S DECISION TO OPT-OUT OF THE COLORADO PAID FAMILY MEDICAL LEAVE INSURANCE PROGRAM (FAMLI)

WHEREAS, in November 2020, Colorado voters approved Proposition 118, which paved the way for creation of a state-run Paid Family Medical Leave Insurance (FAMLI) program; and

WHEREAS, FAMLI is codified at C.R.S. §§ 8-13.3-501 to -524 and is administered through the Colorado Department of Labor and Employment, Division of Family and Medical Leave Insurance; and

WHEREAS, the Town of Sedgwick currently provides its employees paid leave in the form of sick leave and vacation time; and

WHEREAS, a local government may decline all participation in the FAMLI program by a vote of its governing body pursuant to C.R.S. § 8-13.3-522, and interested employees may still elect to participate individually pursuant to C.R.S. § 8-13.3-514; and

WHEREAS, notice was provided to Town employees of the opportunity to submit comments to the Board of Trustees regarding the FAMLI program; and

WHEREAS, the Board of Trustees has determined to decline all participation in the FAMLI program.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SEDGWICK, COLORADO:

Section 1. The Town of Sedgwick hereby declines all participation in the Colorado Paid Family Medical Leave Insurance (FAMLI) program pursuant to C.R.S. § 8-13.3-522.

Section 2. The Mayor and Town staff are hereby granted the authority to take all actions necessary to implement the provisions of Section 1 above including providing formal notice to the Colorado Department of Labor and Employment, Division of Family and Medical Leave Insurance regarding the City's decision to decline all participation in the FAMLI program.

PASSED AND ADOPTED this ____ day of _____, 2022 by the **TOWN OF SEDGWICK, COLORADO**

Danny Smith, Mayor

ATTEST:

Heather Moore, Town Clerk

To: All Employees

From: Town Of Sedgwick

Date: 9/9/2022

Re: **Notice of Board of Trustees' Vote to DECLINE ALL PARTICIPATION in the Colorado Paid Family and Medical Leave Insurance (FAMLI) program on 9/12/2022**

Summary of FAMLI

In November 2020, Colorado voters approved the Family and Medical Leave Insurance (FAMLI) program, which provides Colorado workers with access to paid leave during certain life circumstances.

Beginning on January 1, 2024, the FAMLI program provides Colorado employees up to 12 weeks paid family and medical leave (up to 16 weeks for pregnancy/childbirth complications) during the following circumstances:

- To care for a new child, including adopted and fostered children
- To care for themselves, if they have a serious health condition
- To care for a family member with a serious health condition
- To make arrangements for a family member's military deployment
- To address the immediate safety needs and impact of domestic violence and/or sexual assault.

To be eligible for leave under FAMLI, an employee must earn at least \$2,500 in yearly wages and must have worked for their employer for at least 180 days.

The premium for FAMLI is .9% of an employee's wages, split 50/50 between the employee (0.45%) and employer (0.45%). Depending on your income, when using paid leave under FAMLI, you would receive between 37% and 90% of your normal weekly wages. Benefits are capped at \$1,100 per week.

Summary of Current Town of Sedgwick Benefits

Currently, the Town of Sedgwick provides the following leave benefits to its employees.

Sick Leave

- Employees currently accrue paid sick leave at the following rate:
 - o Full-Time employees: Accrue at a rate of 8 hours per month (up to twelve (15) days or 120 hours per calendar year).
- No employee may accumulate more than fifteen (15) days of sick leave. Upon termination of employment an employee with unused sick leave shall not be paid unused sick hours.
- The Mayor and/or the Board have the discretion to grant additional leave as it deems appropriate.
- Sick leave may be used for the following purposes:
 - o Absence for an illness or injury of the employee or employee's family member.
 - o Absence for a medical appointment of the employee or an employee's family member.

- o Sick leave may be used as PTO (Personal Time Off), providing that advance approval has been obtained from the employees' immediate supervisor not to exceed 3 days.
- o The Mayor and/or the Board may grant sick leave in excess of fifteen (15) days per year if the employee has the additional time accrued and available.

Vacation Pay

- Full-time employees hired to work at least 35 hours per week are currently granted paid vacation annually on January 1st after completing continuous service as described below:

Vacation Annually on January 1st	Length of Service
1 week or 40 hours	Awarded on January 1st after hire date and through your two (2) year anniversary
2 weeks or 80 hours	Awarded on January first after your three (3) year anniversary

- Employees are not eligible to utilize any vacation pay until they have completed 90 days of continuous service with the Town.

Medical Leave

- A medical leave of absence of not more than three months may currently be granted to full-time employees. This unpaid leave is for absences arising from illness, injury, or pregnancy.
- For a medical leave to be granted, the following conditions must be met:
 - o The employee has completed ninety (90) days of employment with the Town.
 - o The Mayor and/or the Board are notified by the employee as soon as possible of the need for medical leave.
 - o The employee submits to the supervisor a written statement from the attending physician outlining the reason for leave and the estimated time needed.
 - o Approvals are obtained from Mayor and/or his or her designee prior to the leave.
 - o All available sick leave and earned vacation are used at the beginning of the leave of absence.
- The Town may reinstate an employee ready to return from a medical leave of absence when, in the opinion of the Town, it is practical to do so. The Town does not guarantee reinstatement of an employee to the former job. When the employee is available to return to work, the employee is free to apply for any vacancy available and may be considered along with other applicants.
- The Town currently continues insurance benefits for an employee on leave for a maximum of three months.

Additional details about these benefits are available in the Town's Personnel Guidelines or from the Town Clerk.

Information about the Board of Trustees' Vote on FAMILI on 9/12/22

Local governments are allowed to opt-out of the FAMILI program upon an affirmative vote of the governing body. Prior to voting, the local government must take/hear testimony, notify its

employees in writing prior to the vote, and provide employees an opportunity to submit comments to the governing body.

This serves as notice to you that on 9/9/2022, the Board of Trustees will be voting on a **Resolution Declaring the Town of Sedgwick's Decision to Opt-Out of the Colorado Paid Family Medical Leave Insurance Program (FAMLI).**

We are recommending Board of Trustees decline all participation in FAMLI because the Town currently offers its employees leave for a variety of purposes. The Town allows leave to accrue as stated above and pays 100% of an employee's salary if the employee takes vacation or sick leave.

Moreover, even if the Town opts out of the FAMLI program, individual employees may still opt into the FAMLI program by paying a premium of .45% of their salary. If the Board of Trustees approves the proposed Resolution, an employee who wants to opt-in to FAMLI will remit the premium payment directly to the FAMLI Division. Additional information about opting into FAMLI can be found at <https://famli.colorado.gov/> or by contacting the FAMLI Division at cdle_famli_info@state.co.us.

If you wish to provide comment on the proposed Resolution, you may attend the Board of Trustees meeting on 9/12/2022 and provide your comments during the comment period or you can send your comments by email to the Town Clerk, 'sedgwickco@pctelcom.coop, who will make them part of the record. After the Board of Trustees' vote, I will send another notice to inform you of Board's decision.

If you have any questions, please contact me.

