

MINUTES OF THE MEETING
OF THE MEMBERS OF THE CITY COUNCIL
CITY OF BURLINGTON
COUNTY OF KIT CARSON
STATE OF COLORADO
Community Building
340 S 14th Street
6:30 pm
January 11, 2016

Mayor Kerry Korsvold called the meeting to order at 6:30PM.

1 The roll call of members was read and those answering were:

Carla Foth Beth Crites
Kamron Weisshaar Harold McNerney

Absent: Mark Burghart, Mike Halde

Staff/Officials:

James Bradley, City Administrator
Mike Grinnan, City Attorney
Shelly Clark, City Clerk

Also:

Pat Fletcher
Kennard Holley
Lisa Brewer
Scott Aeschliman
Shannon Bowling
Dori Seamans

2 Pledge of Allegiance

3 Consent Agenda Items

Any consent agenda item may be removed from the Consent Agenda and placed under Business if discussion is desired. Otherwise, one motion will pass all items.

Minutes for 12-14-2015
Renewal of a beer and wine license for Pizza Hut of Burlington Inc.

Foth requested the Treasurer's Report for December and acceptance of the Check Register as presented on 1-11-2016 be moved to be an agenda item.

MOTION by Foth, second by Weisshaar to approve the consent agenda items.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

4 Public Comments-

5 Departments

Administrator- James Bradley- Report is in the packet. Discussion on bids for purchasing administrator vehicle.

DOCUMENT CREATED
BY SHELLEY CLARK,
CLERK,
CITY OF BURLINGTON, CO

MOTION by Weisshaar, second by Crites to approve the bid on the 2014 Ford Focus from Burlington Ford.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Ken Viken asked if the City would become involved with the theater project. They would like the City to cut concrete. Council agreed to have the City crews cut the concrete.

MOTION by McNerney, second by Crites to approve allowing the City crew to cut the concrete with a two hour time limit.

Those yea:

Those nay: Foth Weisshaar, Crites, McNerney

Motion dies

MOTION by McNerney, second by Crites to approve allowing the City crew to cut the concrete.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Bradley asked if the Council would like to buy an ad to support the high school wrestlers at State. The cost will be around \$125.00.

MOTION by Weisshaar, second by McNerney to approve placing an ad in support of the high school wrestlers at State.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

B. Attorney-Mike Grinnan

C. Clerk- Shelly Clark- Report is in the packet. Update on election process.

6 Work Session Topics

Unfinished Business

New Business

A. Community Garden to discuss Pollinator/ Habitat Program.

Shannon Bowling spoke on behalf of the Community Garden and shared information on improvements they would like to make. They shared that they would like to put a flow hive at the garden and they are planning on doing a public field day, youth day, interpretive signs and beehive demonstration. They are requesting approval from Council to make improvements and would like a 5 year agreement. Discussion on agreement. Discussion on terms of contracts.

MOTION by Weisshaar, second by McNerney to approve a one year contract.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion dies.

DOCUMENT CREATED
BY SHELLEY CLARK,
CLERK,
BURLINGTON, CO

AMENDED MOTION by Foth, second by Crites to approve a five year contract, renewable annually with three months' notice of cancellation.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

MOTION as AMENDED by Foth, second by Crites to approve a five year contract, renewable annually with three months' notice of cancellation.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

- B.** Kenard Holley with Recyco, LLC to present information on his plastic recycling business.

Kenard shared with Council how his recycling business works. Bradley asked if we could try a couple of bins and add more if needed. Discussion on recycling. No action taken; tabled for further discussion.

- C.** Approval of professional services agreement with Merrick & Company.

Bradley updated Council on a couple of changes that need to be made to the contract.

MOTION by Foth, second by McNerney to approve the professional services agreement with the stipulation on changes that need to be made on the contract.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

- D.** Approval of contract for Eastern Colorado BOCES.

McNerney shared that the contract is for Centennial BOCES, not Eastern Colorado BOCES. He requested that the motion state the correction.

MOTION by McNerney, second by Weisshaar to amend the name on the agenda from Eastern Colorado BOCES to Centennial BOCES.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Bradley shared that there are concerns with this agreement. He would like to table the approval until the next meeting. Discussion on agreement.

MOTION by McNerney, second by Crites not to renew the contract with Centennial BOCES.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

- E.** Approval of subcontract with East Central Council of Local Governments for the Outback Express.

DOCUMENT CREATED
BY SHELLEY CLARK
CLERK,
BURLINGTON, CO

MOTION by Crites, second by Foth to approve the subcontract with East Central Council of Local Governments Outback Express.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

F. Discussion on contracting with Caselle to finalize end of year processes.

Bradley shared with Council that City Hall needs help with closing out the end of year books. Caselle is willing to do this process for \$1200.00 a month. Bradley would like to contract with Caselle until March.

MOTION by Crites, second by Foth to approve the contract with Caselle to finalize end of year processes.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

G. Approval of job descriptions.

Bradley asked that Council approve the Treasurer's job description and the Public Works job description.

Crites asked that the financial statement to Council be changed to monthly instead of not quarterly.

MOTION by Crites, second by McNerney to approve the job description for Treasurer with noted changes and to approve the job description for the Public Works Director.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Amend Agenda to add:

H. Pat Fletcher to discuss sidewalks requirements.

Bradley shared with Council that he feels there has been miscommunication.

Bradley requested that Fletcher come to the meeting to discuss with Council her concerns regarding pouring the sidewalk.

Fletcher shared with Council that she agreed to put a sidewalk in the front of her property. She had installed a sidewalk on the north side of the property and Hines required it to be torn out. Discussion on history of property.

MOTION by Weisshaar, second by McNerney to approve to amend the previous motion to state that she will need to install a 5 foot sidewalk to be done within 30 days. If the sidewalk is not installed in 30 days, the original motion stands.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

DOCUMENT CREATED
BY SHELLEY CLARK
CLERK,
BURLINGTON, CO

Foth requested the Treasurer's Report for December and acceptance of the Check Register as presented on 1-11-2016 be moved to the agenda items.

Discussion on Treasurer's report. Crites asked to have full descriptions be put on the check register.

MOTION by Weisshaar, second by Foth to approve the Treasurer's Report for December and acceptance of the Check Register as presented on 1-11-2016.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Scott Aeshliman shared with Council concerns on the bid process for the City of Burlington. Discussion on bid process.

EXECUTIVE SESSION: CRS Section 24-6-402(4)(e) Negotiators or CRS Section 24-6-402(4)(b) conference with the attorney for the purpose of receiving legal advice on specific legal questions.

MOTION by McNerney, second by Weisshaar to move into executive session CRS Section 24-6-402(4) (b) conference with attorney for the purpose of receiving legal advice.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

MOTION by Crites, second by Foth to reconvene back to regular session.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

MOTION by Weisshaar, second by Foth to amend previous motion to change the 10 foot sidewalk to a 5 foot sidewalk and allow a 30 day time frame to complete, weather permitting. If it is not completed in 30 days the original motion will stand as a 10 foot sidewalk.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

7 REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:

- A. Mayor Kerry Korsvold
- B. Carla Foth-
- C. Mike Halde - Absent
- D. Mark Burghart-Absent
- E. Kamron Weisshaar-
- F. Beth Crites-
- G. Harold McNerney-

8 MOTION by Foth, second by McNerney to adjourn the meeting at 9:25PM.

Those yea: Foth, Weisshaar, Crites, McNerney

Those nay:

Motion passes.

Kerry Korsvold, Mayor

Shelly Clark, City Clerk



APPROVED