



TOWN OF WIGGINS  
AGENDA  
REGULAR BOARD MEETING  
JUN 24, 2020 AT 7:00 P.M.

304 CENTRAL AVENUE  
WIGGINS, CO 80654

MEETING WILL BE HELD VIA ZOOM.  
GO TO [www.wigginsco.com](http://www.wigginsco.com) FOR LINK INFORMATION.

**I. INTRODUCTIONS**

1. Call the Meeting to Order at 7:01PM
2. Pledge of Allegiance
3. Roll Call

Bruce Miller ✓  
David Herbstman ✓  
Brian Flax ✓  
Jerry Schwindt ✓  
Mark Strickland ✓  
Pat Musgrave ✓  
Mayor Jeff Palmer ✓

**STAFF PRESENT:**

Tom Acre-Interim Town Manager  
Bryanna Yeager-Town Clerk

4. Approval of Agenda  
Approval of the Agenda was motioned by Mark Strickland and seconded by Bruce Miller. Roll Call: unanimously approved, motion carried.

**II. APPROVAL OF CONSENT AGENDA**

1. Approval of Minutes from the Board Meeting held on May 13, 2020
2. Approval of Minutes from the Special Board Meeting held on June 10, 2020.
3. Approval of Bills

Approval of the Agenda was motioned by Pat Musgrave with the corrected spelling in the board meeting minutes and seconded by Mark Strickland. Roll Call: unanimously approved, motion carried.

**III. SWEARING IN CEROMONY**

1. Police Officer Dan Jupp - Officer Dan Jupp was sworn in.

**IV. REPORTS**

1. Interim Town Manager
  - Mark Strickland inquired about the hiring freeze continue. Tom Acre stated Stan is bringing in the seasonal help couple days a week. Working with Chief of Police and staff on plan to get fully staffed. Being cautious due to COVID-19 affecting sales tax revenue.
  - Provided a report regarding guidelines set forth for the upcoming baseball tournament at the end of June

- Update on Colorado Cares Act Grant and how it will be split in the county. Wiggins should receive about \$68,000. Suggested that we create a grant program for local businesses apply for.
- Spoke with Diamondback Engineering regarding designing the USDA water project for new water tower. They are putting a schedule and task order together. Reported there is plenty of water, but the current system's capacity is struggling with water demand.
- Request from Trustee Musgrave regarding the mowing provided by the town by the rest area and down Central Avenue which is also a state hwy. Discussion followed. Concerns about town employee liability due to inadequate capabilities and supplies to protect the road during mowing.

Motion made by Pat Musgrave to cease all mowing operations on and around state highways and county roads; seconded by Mark Strickland. Roll Call: unanimously approved, motion carried.

- Chief Craig Miller gave an update on Police Department and the new officer, Dan Jupp. Good feedback from the community so far. Another report on the body camera.

## 2. Financials-Budget to Actual

- Tom reported about a concern brought to his attention by Mark Strickland. Page 16 of the report. Tom is having Caselle and Bryanna looking into it. Caselle will let Bryanna know by Monday.
- Pat Musgrave asked about the status of the audit. Loraine and Bryanna are working together to get the audit completed. Tom reported that staff is trying hard to make sure things stay on time.
- Bryan Flax asked about the low number for building permit. Water and Sewer taps are separate. Can be found on page 13 – water tap fees. Tom Sewer tap fees found on page 18. Reported that Hope in Planning and Zoning is looking into how to audit the builders to make sure the numbers are true.
- Mark Strickland inquired about the GL 20-432-73 capital outlay of \$610,000.00. Tom stated Bryanna was planning to look into that after meeting. Bryanna commented later in the meeting that the payment was made to Central Water for the IGA agreement.
- David Herbstman brought up concerns of sales tax being so low. Tom reminded trustees that sales tax is received a couple months after. COVID has played a role.

## 3. Mayor and Trustees

- David Herbstman stated he had a conversation with Jodi Walker. She would like to present to the board. She is director of Kids at Their Best. Young development program. Tom inquired about her contact information to set up a meeting.
- Mark Strickland commented about the residents' disregard to the stop signs. Inquired as to what could be done to make residents better aware. Discussion among the trustees. Trustees all agreed the police department should place

more pressure on drivers. Chief Miller gave report to trustees about ghost decals for the PD vehicles and additional training for the officers.

- Bruce Miller provided a report regarding Morgan County Economic Development. Sales tax were reported to be where they needed to be. Brush was going to provide a travel-cade for 4<sup>th</sup> of July parade. A new meet plant coming into the county.
- Mark Strickland brought up a letter from a resident regarding express bill pay and if staff could get bids. Tom reported that he and staff were looking into for next year's budget but could bring it sooner if need be. Strickland would like to see how it can be applied to the utility bill and not at the town's cost. Scheduled for August work session.

**V. PUBLIC COMMENTS**

Jana Palmer – Jana took over the care of the Old Trail School outdoor maintenance. Brought up concerns regarding the weeds at the park. Urged the community to do their part to help the town by pulling weeds instead of complaining.

**VI. CONSIDERATION OF ORDINANCE NO. 02-2020 – An Ordinance Approving a lease Agreement for an Office Copier for Town Hall.**

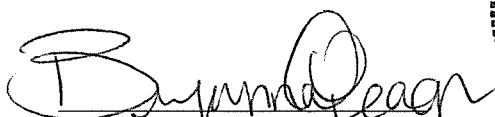
1. Ordinance No. 02-2020
2. Lease Agreement – Kyocera TASK Alpha 7052ci Copier - Premier Copier/Leaf Capital Financing.
  - Discussion regarding the new machine and its capabilities.
  - Tom clarified that this was brought to the board as an ordinance because the lease agreement effects the budget. Stated after the ordinance was approved that by state statute staff must wait 30 days and post ordinance in the paper before we can acquire the copier.

Motion made by Mark Strickland that we adopt Ordinance 02-2020 approving a lease agreement for the copier for the Town Hal. Seconded by David Herbstman. Roll Call: unanimously approved, motion carried.

**VII. ADJOURNMENT**

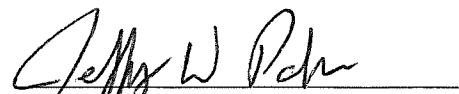
1. Closing Remarks by Mayor and Adjournment of Meeting
  - Jerry Schwindt brought up organic options for weed control. There are products that can do the job but are expensive. Something the trustees may want to consider as a safe weed control product.
2. Meeting adjourned at 8:40PM

Respectfully submitted by:

  
Bryanna Yeager, Town Clerk



Approved by:

  
Jeffrey Palmer, Mayor