

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 14<sup>th</sup> Street  
6:30 pm  
May 31, 2011

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BY MELISSA SATTERLY  
BURLINGTON, CO

Mayor Kerry Korsvold called the meeting to order at 6:31 PM.

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

Jessi Fisher	Jeff Prochaska	Rick Miller
Gordon Mandis	Dale Franklin	Orlie Crist.

Also in attendance were:

Bob Churchwell, City Administrator	Brandon Stewart, Airport
Melissa Satterly, City Treasurer	Jeff County, County Health and Life, Inc
Bob Hines, Public Works	Alex Lopez, New Business
Della Yersin, Library	Mike Lopez, New Business
Randy Millburn, Police	David Murphy, Board of Adjustment & Appeals
Lauren Dorman, Economic Development	James Lightle, Chamber
Rol Hudler, Chamber/ED	Elizabeth Chrzan, Cat Committee
Carla Foth, Activities	
Norma Pankratz, CCA monitor	

**CONSENT AGENDA:**

- A. Minutes from May 9, 2011.**
- B. Treasurer's report for April including accepting the check register as presented on May 31, 2011.**
- C. Special events liquor license for the Burlington Chamber of Commerce on June 25, 2011.**

**MOTION** by Crist seconded by Fisher to approve the consent agenda as presented.

Those ye: Mandis, Fisher, Franklin, Prochaska, Crist, Miller

Those opposed:

Motion Carried

**NEW BUSINESS:**

- A. Board members for the adjustments and appeals board, David Murphy.

Board currently has 7 members and in the past had as many as 9. Murphy recommends that we get back to. Murphy feels that there may be a few members, including himself, interested in stepping down. Council recommends that they go ahead and increase their numbers. No motion is needed.

B. Rotary Club update, Ken Viken. No show

C. Chamber of Commerce, tractor pull specifics, James Lightle.

Starting a garden tractor pull. Bill Parsons agreed to the use of a small corner by the RC Club. Chamber will carry their own insurance. No money will be exchange, but they will mow the lawn for Bill. Minimal electricity will be needed for the sound system. Brought to Council because the lease says that Bill can't sublease without Council's permission.

**MOTION** by Franklin seconded by Crist to approve the subleasing of the RC Club.

Motion passed.

D. Appointment of interim clerk, Melissa Satterly.

**MOTION** by Crist seconded by Fisher to make Melissa Satterly acting clerk.

Those yea: Mandis, Fisher, Franklin, Prochaska, Crist, Miller

Those opposed:

Motion carried

E. Health Insurance Presentation.

County presented and explained the end of year analysis. He presented three options from CIGNA. Option 1 provides minimal changes to current plan other than those that were required by the Federal Government. Option 1 showed an increase of 19.6%. Miller pointed out that there isn't much of a difference in the two different choices. Option 2 showed a 12.6% increase and it increased the deductibles for both plans. Option 3 changes in deductible as well as the Max out of pocket for HSA. The basic plan is same in both Option 2 and 3.

F. Contract with CDOC/CCA

The City was just presented with the new contract from CDOC. Only big change is the increase from 8 hour shifts to 12 hour shifts. It is a one year contract but can be extended for up to four years. Pankratz recommends we go with the contract as presented. By accepting the contract with CDOC, we are accepting a contract with CCA.

**MOTION** by Crist seconded by Fisher to accept the contract with CDOC/CCA as presented.

Those yea: Mandis, Fisher, Franklin, Prochaska, Crist, Miller

Those opposed:

Motion carried.

G. Alex Lopez-Dog Grooming Business

Lopez presented a business plan to council. Lopez would like to open a business for grooming and boarding. She would have two runs outside and board a max of 4 dogs. She would then bring the dogs inside at night. She would like to be able to provide this service for the locals instead of them having to go out of town to. She would be the only employee for now but hopes as the business grows she would be able to hire

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additional employees. Crist and Franklin suggested she talk with her neighbors and get their feelings concerning this business. The business would be out of her house. Property was determined to be residential, which means her request to run a business in a residential zone needs to go to the board of adjustments and appeals to get a variance to the zone.

### **Reports from City Departments**

Hines mentioned the bid opening of the electrical bids and the official recommendation will be presented at the next meeting.

Satterly reported on the success of Audit and the Health Insurance Claims status.

Churchwell seconded what Satterly reported concerning Audit. He updated council on the hiring process for the Clerk position and Activities Director. He informed council that he had received letters from Tri-State and Xcel Energy about a new facility that might affect the City.

Airport beacon project bid was offered to Electrical Excellence. Mayor worried about the big difference in the bidding costs, but Churchwell stated that he had confirmed with Armstrong Consultant that everything was in order.

**MOTION** by Crist seconded by Prochaska to accept the bid from Electrical Excellence as recommended by Armstrong Consultant.

Those ye: Mandis, Fisher, Franklin, Prochaska, Crist, Miller

Those opposed:

Motion carried.

### **REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:**

- A. Mayor Kerry Korsvold
- B. Dale Franklin
- C. Gordon Mandis
- D. Rick Miller
- E. Jeff Prochaska
- F. Orlie Crist
- G. Jessi Fisher

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**MOTION** by Crist, second by Miller to adjourn the meeting at 8:01 PM.

Those ye: Mandis, Fisher, Franklin, Prochaska, Crist, Miller

Those opposed:

Motion carries

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Kerry Korsvold, Mayor

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Melissa Satterly, City Clerk