

**TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, May 13, 2019
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

Call to Order Mayor Alex Flores called the meeting to order at 7:46. Roll call for the Arriba Town Board was read and those answering were Carolyn Steinsiek, Jack Petty, Leigh Anna Andersen. Courtney Dean, Bob Rush and Troy McCue were absent.

Pledge of Allegiance was led by Ted Grundmeier.

Public Audience included: Ted Grundmeier, Marilyn Lightsey, and Harvey Dumcum.

Marilyn Lightsey said she's interested in Jack Petty's seat on the Board. Trustee Petty said this would be his last meeting and he would give a written resignation after the meeting. Mayor Flores said the Board has 60 days to fill the vacant seat.

Harvey Dumcum asked if it was okay for him to put a counter top on an old cupboard at the park building, he asked if it was okay to buy the stuff for it and charge it to the Town. He said it would probably cost around \$100. The Board agreed this was fine.

Lincoln Community Hospital Services Rachel Smith gave an update on the hospital. She said this month there was an update on the insurance and the VA as well. She said they have a contact at the Eastern Plains Colorado Aurora office and Lincoln Community Hospital has been identified as being in network. She suggested VA patients contact Liz Yowl at the Hospital to navigate the benefits and start the process.

Rachel said that revenues are up \$700,000 compared to the same time in 2018, the hospital is capturing charges better and able to code to a lot higher capacity than what they have in the past. She explained the revenues and rates and how they relate to Medicare, Medicaid and private insurances.

She discussed Urgent Care and how it may be cheaper to utilize but if it's an emergency it might not be the best.

She discussed some events coming up at the hospital. June 21 is the night out with local law enforcement and emergency services. The 4th they will have a barbeque and s'mores with the residents, the 17th will be a movie with popcorn, at the end of summer there will be an event with the library program and a barbeque, the Saturday morning of fair there will be a pancake breakfast.

Approval of Agenda Clerk Hart said she did not put Water/Wastewater Operator (ORC) on the Agenda. She said she only received one application for the position. Mayor Flores said this should be discussed at the next meeting when the rest of the Board is here. Trustee Steinsiek agreed and asked if there was a timeline for it. Clerk Hart said the Town did hire Richard Hopp temporarily so the Town is good as far as that goes. She said a couple of people had been interested in the ORC position but neither of them had put in an application. The cut off date for the applications was today. The Board agreed that the individual who applied should be contacted and told that the review of his application is being postponed. Clerk Hart said she has the Hospital Week Proclamation, she said it's basically a statement showing support for the Lincoln Community Hospital and its employees. Trustee Andersen moved to add Hospital Week Proclamation to the Agenda under New Business and to approve the Agenda as amended. Trustee Petty seconded and the motion passed unanimously.

Approval of Minutes Trustee Steinsiek moved to approve the minutes from the March 11th, meeting, April 8th meeting, April 16th meeting, and the April 23rd meeting as written. Trustee Andersen seconded. Trustees Andersen and Steinsiek voted yes. Trustee Petty voted no. Motion passed.

Approval of Account Receivable and Payable

Clerk Hart explained that the check to the First National Bank of Hugo/Limon was for the drinking water loan wire transfer. The payment to Oriental Trading was for the Easter egg hunt supplies.

Trustee Andersen moved to approve the Receivables and Payables for April. Trustee Steinsiek seconded and the motion passed unanimously.

Approval of Bills

Mike Becker explained that the reimbursement to him was for the hotsy rental, he said he rents it about once a month to wash all the grease and stuff out of the primary flume at the wastewater facility.

Ted Grundmeier asked what Schall Drilling did to the in-town wells. Mike Becker explained that they put in bigger pumps. He said the old ones are in the shop and are still good.

Trustee Petty asked about the out of town well's electricity- was there water being pumped from the out of town wells. Mike Becker said he did run a little bit of water out on the CRP grass.

Clerk Hart said that the basic electric service charge is about \$30.

Trustee Andersen moved to approve the May bills for payment. Trustee Steinsiek seconded and the motion passed unanimously.

Trustee Resignation Trustee Petty said this will be his last meeting. He said he would submit a letter of resignation. The Board thanked him for his time and work as Town Trustee and his work on the Town celebration last year.

Upgrade Waste Water Treatment Facility Clerk Hart said there's a report from Element Engineering. Clerk Hart said that Jerry Sauer came into Town Hall and talked to her, he said that Barney will absolutely sell land to the Town for the wastewater upgrade, he said they would expect fair value for the land. Jerry had said they would rather sell land to the west of the Town's wastewater facility. Clerk Hart said she told him she wasn't sure there was enough land to the west for what the Town needs and Jerry Sauer told her that Prosper will definitely work with the Town on what the Town needs.

Clerk Hart said the Town needs a minimum of 10 acres. There was brief discussion on how fair value would be figured for the property, nothing was decided at this time. It was noted that this will most likely be figured out through the planning process.

Clerk Hart said there are documents that needed signed for the wastewater planning grant, she said it's going to be a \$10,000 grant with the Town matching \$2,500.

Trustee Petty commented that that was a lot of money for just planning. There was discussion on how this will be a very in depth plan.

Trustee Andersen moved for Mayor Alex Flores to sign the \$10,000 planning grant agreement with CWRPDA, with the Town matching \$2,500. Trustee Steinsiek seconded the motion and the motion passed unanimously.

Town Clean-up Day was on Saturday May 4th. Mike Becker said there wasn't too much to pick up. Larry Kitzel, Kayle Amen, Marie Daniel helped him pick up stuff.

It was noted that Lincoln County Free Dump day was moved to May 18.

Trustee Stiensiek said that the entryway post at Micky Jaques property on Church Street looks like it's going to fall down. Mike Becker said he would talk to Micky about it.

Dog Clinic Monday June 3rd 4pm - 6pm Clerk Hart said this was still on.

Hospital Week Proclamation Trustee Petty moved to proclaim May 12-18, 2019 as Hospital Week in support of the Lincoln Community Hospital. Trustee Andersen seconded and the motion passed unanimously.

Maintenance Report Mike Becker said that he's out at the wastewater every day. This morning 2 fuses were blown on the aerator, Mike said he replaced the fuses but they blew again so he had Mike Nichols come out and look at it, they found that it was tripping at the pole so the aerator motor is still good. He said all the well meters were calibrated and tested on May 4th. Clerk Hart explained that the well meters have to be certified every year.

Mike Becker said that the bigger well pumps are picking up rocks in the lines and one rock caused the chlorine pump to stop working but he cleaned it and its working again.

He said that so far Castle Rock Construction has gotten about 500,000 gallons of water from the Town.

He asked what the Board wanted to do about the water line crossing on 63. Castle Rock Construction is supposed to patch it with asphalt. Mike Becker said Castle Rock says they'll do it but haven't yet. Clerk Hart said she would talk to Ed E Schiffers' about it.

Trustee Steinsiek said that the overpass is getting bad with rocks and dirt. Mayor Flores said people should complain to the State about that and make them aware of it.

Trustee Petty said this all should have been in the contract with CRCC. Clerk Hart said the Town doesn't really have a say with what happens to County and State roads. Trustee Petty said it should have been explored.

Mike Becker said he would have an estimate from Talbert Tree at the next meeting, he said Talbert said he would not be able to do any tree trimming at the Town park until the fall.

There was discussion about burning the tree pile the next time it rains.

Mike Becker said that Waylon Smith hit the post to the entryway of the tree pile with this tractor. Mike said Waylon put that post back in. Mike asked if the board wanted to put a gate in there instead of the chain, he said he could get a gate for a little over \$100. There was discussion on how a gate is more visible and better than the chain.

Trustee Petty moved to approve \$200 to buy a gate for the entryway to the tree pile. Trustee Steinsiek seconded and the motion passed.

Mike Becker said he was going to ask to purchase a push mower but he just uses his own for spots like behind town hall. The Board agreed that he shouldn't be using his own mower for Town stuff.

Mike said the water levels in the wells will be tested next week. He confirmed that the Board wanted all of the well levels checked. The Board agreed all the wells should be checked.

Mike Becker said it was his fault the water bills were late this month, he hadn't gotten the meters all read yet.

Clerks Report Clerk Hart said Beverly Langley told her she has 14-15 people that want to hold garage sales on the 18th, she said Beverly has put up fliers about it in Flagler and Limon. Beverly wanted to know if the Town would run a small ad in the Flagler News/Mile Saver Shopper one time. The Board agreed that this was fine.

Clerk Hart said that Austin McCue submitted an application to keep his 4H animals at his house again this year. Clerk Hart said she would put this on the Agenda for the next meeting.

Clerk Hart said the Fire Department would like to put their sign on Town property on the north side of the firehouse. Trustee Anderson moved to approve moving of the sign to Town property north of the firehouse. Trustee Steinsiek seconded and the motion passed unanimously.

Clerk Hart said that Leroy King wanted to know if Mike Becker could cut a ditch from the south side of the firehouse down to Front Street for drainage. Mayor Flores said since now there will be more concrete in front of the firehouse the water is going to collect in front of the house south of the firehouse and could potentially flood the basement of the house, so to prevent this a drainage ditch should be cut down to Front Street.

Trustee Petty moved to allow a drainage ditch to be cut on the south side of the firehouse down to Front Street. Trustee Andersen seconded and the motion passed unanimously.

Clerk Hart said Mayor Flores mentioned to her about sending a letter to Jay Spurling to move his stuff off of the Town property behind Jay's shop on College Ave. Mayor Flores said since he broke the tie to not sell the land he said he thought the Town should send a letter requesting Jay Spurling to move his stuff off the Town property to prevent squatter's rights. Trustee Andersen moved to approve sending a letter to Jay Spurling requesting he move his stuff off of the Town property behind his shop. Trustee Petty Seconded. Trustees Andersen and Petty voted yes. Trustee Steinsiek abstained. Motion passed.

Clerk Hart said that Jerry Sauer with Prosper Farms wanted to know if the Town would be willing to extend a water line south to Prosper's organic cattle ranch, which is about 6-8 miles south of Arriba. There was brief discussion on if the Town could legally do this. Clerk Hart will look into this more.

Clerk Hart said Jerry Sauer told her they want to put 2 more houses on the property right outside of town, she said Jerry Sauer said he would just be tapping into the one inch line that is feeding the facility and current house there. Clerk Hart wondered if Prosper should have a separate meter for each house. There was brief discussion about this but no decisions were made. Clerk Hart noted that Prosper Farms buys a lot of water from the Town. She said that Prosper's water line was put in in 2012/2013, she said she wasn't town clerk at that time.

Treasurers Report everything looked good.

Trustees Report Trustee Petty said it would be in the best interest for the Town to get a full audit done next year. Trustee Steinsiek said that one was done in 2016. Mayor Flores said that the Town usually has a full audit done every 5 years.

LCEDC Report Trustee McCue's written report of what he has been doing with LCEDC and general news concerning other towns is attached to these minutes.

Mayors Report Mayor Flores noted that the AED in Town hall would be getting new batteries.

Adjournment Trustee Andersen moved to adjourn the meeting, Trustee Steinsiek seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 8:39pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:



Mayor Alex Flores

Approved by the Board on: 6-10-19

Town of Arriba
Board of Trustees
Regular Meeting
Monday, May 13 2019
7:45pm

Sign In Sheet

Fred Gschman
Margie Lopez
Sandy Deunum
Rachel Smith - LCH



ENGINEER'S PROGRESS REPORT

TO: Town of Arriba
FROM: Element Engineering, LLC
DATE: May 13, 2019
SUBJECT: Progress Report on Current Projects

WWTP Improvements

The town has decided to pursue an alternatives analysis to determine appropriate improvements to the existing wastewater treatment plant improvements project. The existing plant has a significant tear in the Pond No. 1 liner. Because of this existing problem as well as upcoming regulatory changes, appropriate long-term improvements to the system should be analyzed to determine the best use of town funds. Currently, it is anticipated that the decommissioning of the existing system and the construction of a new evaporative pond system will be the chosen project, but this will be determined during the alternatives analysis process.

The proposed project will be funded through the Colorado Department of Public Health and Environment (CDPHE) State Revolving Fund (SRF). The first step in this process was the submittal of a pre-qualification form and a pre-qualification meeting with all involved agencies. The form has been submitted to CDPHE and the meeting was held on March 7th at town hall. CDPHE followed up with an award letter and the planning grant paperwork. This means the town has been awarded the \$10,000 planning grant and work on the next step of the process can proceed.

The next step of the process is the Project Needs Assessment (PNA). The PNA is the alternatives assessment as well as documentation of the existing plant, the need for the project, and detailed cost estimates. The total cost of this report is \$12,500. The report will be funded with the \$10,000 planning grant and a \$2,500 town match (this match is a requirement of the planning grant funding). This report will analyze all feasible alternatives considering the impact of future regulatory changes. The PNA also serves as an application for grant funding for the design and permitting of the proposed project.

If the PNA and the town determine that an evaporative pond system is the appropriate project, the town will need to acquire additional land for construction. The PNA will include detailed calculations to determine the amount of land that needs to be acquired, but preliminary estimations show that the town will need an additional 10 acres of land. Element will continue to work with the town regarding the land acquisition as the project progresses.

Element will attend the Town of Arriba's June board meeting to present a timeline for completion of the PNA and discuss the contents of the PNA in detail.

Lincoln County Economic Development

Executive Director Report

May 15, 2019

-Lincoln County:

- Achieved designation as site host for Rural Philanthropy Days for June, 2020. Actual dates TBD.
- Pursuing Opportunity Zone prospectus for NW corner of the county (Limon/Genoa)
- Working on current wind industry support project regarding potential transportation hub
- Helped host and meet new DOLA Director Rich Sanchez in Limon on 5/7, discussed county issues

-Arriba:

- Attended Firehouse fundraiser and saw newly-featured expanded bays
- Contracted with Richard Hopp as new licensed water/wastewater technician
- Attended and helped host Action Planning session on 4/25 with town board

-Genoa:

- Attended April board meeting and action-planning session 4/16
- Attending Creative Districting meeting with See Six States, awaiting reschedule
- Researching possible Opportunity Zone projects

-Hugo:

- Hosted RPD group on 4/24 at Eastern Trails Depot Facility in Hugo with successful designation.
- Supporting Blueprint 2.0 application for Co-Working Space, piloted by Gillian Laycock for old Texaco building
- Working with Lincoln Community Hospital for Sectors Partnership Convener transition

-Limon:

- Actively developing Limon-based projects for Opportunity Zone prospectus for 6/13 conference
- Attended Wausau Supply groundbreaking ceremony 4/24, great social media response/coverage
- Prospecting two small business locations
- Hosted housing committee meeting 4/19

-Karval: -Commercial freezer secured for Karval Food Pantry, funded by Cooper-Clark

- James attended Plover Festival, as well as KCA meeting in April
- Continuing to seek grant assistance for Karval Community Building for Food Pantry

-Small Business Development Center:

- Raejean continues to see new clients
- New state SBDC Director named: Joey Jenkins
- Hosting SBDC local tour of State Advisory Committee and CSBC staff scheduled for 6/11
- WIX/DIY Web Development workshop scheduled for 6/13 at Limon Heritage Museum
- Hosting Cottage Food Acts workshop on 6/27 at Hugo Depot

-Americorps/VISTA:

- James finished Action Plan sessions with local government
- Listing and promotion of VISTA Year 3 opportunity now active, conducted 1 phone interview 5/2
- James spearheaded Opportunity Zone participation and local tourism promotion efforts

-Your Community Foundation:

- Theater has seen better overall average attendance, hosting private events regularly (Agate and Deer Trail Schools, Limon Senior Class, Catholic Youth Group, birthday parties, etc.)
- Special screening of Goodland held 4/18, with Josh Doke in attendance with crowd of 91
- Special screening of Ocean of Grass scheduled for 4/24 called off due to projector issues. Considering redundancy for the theater (2nd projector). Rescheduled showings were held 5/5 and 5/7 with good attendance. ECVS raised over \$1,300 for Nebraska flood relief.
- Undergoing new team leader scheduling, losing two team leaders, picked up two
- Signed two new passthrough agreements with Friends of the Tower, Colorado Prairie Arts and Music Council (CPAM)
- Seminars/Training Events:** -Troy is pursuing CECD certification, Technology-Led Econ.Dev. course 5/1 and 5/8, will continue 5/15 and 5/22 online, Real Estate Finance course in Salt Lake City June 12-14th.
- James attended Opportunity Zone workshop hosted by OEDIT 4/24, 2nd follow up set for 6/13 in Denver
- Troy and James attended CDOT's "Developing Truck Parking" forum in Denver 4/30

DATES TO REMEMBER:

- July 10th, 2019: Rural Philanthropy Days Kickoff Event - 9 to 3 p.m. at Morgan Community College Campus in Fort Morgan – considering arranging a shuttle to attend, depending on sign-ups.