

**TOWN OF ARRIBA**  
**BOARD OF TRUSTEES MEETING**  
**Monday, February 12, 2018**  
**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, Troy McCue, Leigh Anna Andersen and Jack Petty. Bob Rush and Tom Rush were absent.

**Pledge of Allegiance** was led by Trustee Troy McCue.

**Public Audience** included: Marilyn Lightsey, and Jay Spurling.

**Approval of Agenda** Trustee McCue moved to approve the Agenda as written. Trustee Steinsiek seconded and the motion passed unanimously.

**Approval of Minutes** Trustee Steinsiek moved to approve the minutes from the January 8 Regular Meeting and the January 30 Action meeting. Trustee McCue seconded and the motion passed unanimously.

**Approval of Account Receivable and Payable**

Clerk Hart said that the payment to Osbornes was for Christmas event supplies and the payment to Engineering America was for the water tank inspection, cleaning and repairs.

Trustee McCue moved to approve the Receivables and Payables for January. Trustee Andersen seconded and the motion passed unanimously.

**Approval of Bills**

Clerk Hart said the bills from CIRSA are annual insurance premiums.

Mike Becker said that that DJ Petro bill was higher than usual. Clerk Hart said there were two gasoline charges that were for several gallons over what the town pickup could hold. She said one of the charges could have been for the Towns dump truck. She said the other charge was just a couple of days after the town pickup had been filled. There was discussion about the charges and the charge tickets. Clerk Hart said she would look into it more. Mike Becker said he would start keeping all yellow copies of the charge tickets.

Clerk Hart said that on her reimbursement \$104.64 was for mileage reimbursement and \$89.99 was reimbursement for virus protection for the Town's computer that was charged to her credit card.

Trustee McCue moved to approve the February bills for payment. Trustee Steinsiek seconded and the motion passed unanimously.

Clerk Hart noted that the Agenda had December Receivables and Payables and January Bills but

it should say January Receivables and Payables and February Bills.

Clerk Hart said that for CIRSA there was a \$400 increase on property/liability insurance and almost a \$200 decrease on workman's comp.

### **Pat Parker's Resignation**

Mike Becker said that Pat Parker is resigning as the Town's drinking water and wastewater operator (ORC) as of April 1<sup>st</sup>. He said Pat Parker's reasons are that he is too far away to do the testing and he's not here enough. Mike Becker told the Board that he didn't pass the wastewater operators test for getting licensed so he's taking it again in June, after that he still needs to take the drinking water operators test.

Mike Becker said Justin Crisp in Flagler said he would be Arriba's drinking water and wastewater operator for \$1000 a month plus mileage. Right now the Town is paying Pat Parker \$800 a month, no mileage. Mike Becker said it would be good if the Town could find someone local that could be more hands on.

Trustee Steinsiek said she wanted to make sure the Town gets someone reliable.

Mike Becker thanked the Board for their patience on his getting his water and wastewater operator licenses.

Mayor Flores said if there's anybody else local that would handle the Town's water and wastewater the Town will also consider contracting with them.

Mike Becker said he would like to meet with Justin Crisp and Pat Parker on the 20<sup>th</sup> to go over everything and make sure Justin Crisp is aware of what he's getting into.

The Board agreed that they need to make a decision about this at the next regular meeting.

**Proposed Ordinance #143** Trustee Andersen moved to adopt Ordinance #143, Trustee Steinsiek seconded. Trustee Andersen, Trustees McCue and Trustee Steinsiek voted yes. Trustee Petty voted no. Motion passed.

**100 Year Celebration** Trustee Petty said he's talked to several different people, he said Mr. Fike is very much wanting to help. He said right now there's only about 4 or 5 people on the planning committee along with the Board. Trustee Petty said he'd like to schedule a committee meeting for Monday, February 19<sup>th</sup> at 7:00pm at the Arriba Town Hall. Clerk Hart said she would put notices out about it around town and on the Town's website.

Trustee Petty said he hoped to have everything set by the April meeting.

Trustee McCue said there should be enough time for many different venues and he said it would be good to have a spot for Larry Kitzel's brass group. The Board agreed that that was a given and that the Board definitely wanted Larry's brass group to be part of the celebration.

Clerk Hart said that there needed to be a system in place for expenditures that the committee wants the Town to cover. The Board agreed that the committee needs to submit specific amounts to the Board for approval and that everything needs to come to the Board for approval.

Trustee Petty said he hoped that the Town could cover core event expenditures and get sponsors for the rest.

Trustee Petty said that right now June 30<sup>th</sup> is still the date but he has heard that people want that changed. Trustee Petty said that Ed E. Schifferns band might not be available on June 30<sup>th</sup>.

Trustee Steinsiek said with harvest, fairs, and 4H, June 30<sup>th</sup> seems like the best time.

Trustee Petty said there's been mention of fireworks but that leaves a lot of unknowns. The

Board agreed that fireworks are very pricey and depending on the weather they may not be able to be used. There was discussion on spending money on a meal so that people could eat for free. There was discussion on getting newspaper coverage and possibly Kevin Torres to come out. Trustee McCue suggested getting the celebration on the ECCOG tourism calendar. Trustee Petty asked Jay Spurling if he would be interested in barbequing for the event. Jay Spurling said that was the only weekend that he wasn't barbecuing somewhere else. He said he usually does brisket, pulled pork and chicken. He said he usually serves coleslaw and beans as sides. He said he could do it all for \$8 a person. There was discussion on having James Emmerling do a demonstration on chuck wagon cooking. Mayor Flores said the Fire Department is willing to do whatever is needed of them and they could plan a few games.

**Sewer Line Cleaning** Clerk Hart said that she talked to Todd Simon with Work Force Inc about how the Town only budgeted \$5,000 for the sewer line cleaning and that was all the Town was going to spend this year. She said she told him about the manhole in the wheat field and issues with the sewer line plugging up on the east end of town. She said that Todd Simon is planning on coming out in March and will focus on the manhole in the wheat field and the sewer line plugging issues. She said she checked with the Brents and it works with their schedule as far as farming that field goes.

Mike Becker said it's been nice having the manhole covers raised, especially with the plugging issues he's been dealing with. Mike Becker said the plugging issues start at about Hiller Street and from there out to the sewer plant. He said he's been flushing those lines. Clerk Hart commented that that part of town hasn't had the sewer lines cleaned yet.

**Source Water Protection Grant** Clerk Hart said she had hoped to have examples of flyers for the Board to review but didn't get them done in time.

Mike Becker said he talked with Mike Luft about building a barricade or fence around the out of town wells and Mike Luft said he was fine with that.

**Maintenance Report** Mike Becker said he's been busy with the sewer and he's put everything but the water and wastewater on the back burner for now. He explained what he does on a daily basis with the drinking water and wastewater. He said maybe sometime the town could get a better bar screen for the wastewater plant. He thought a good one would cost about \$500. Mayor Flores told him to look into one and get a price for the Board.

Mike Becker said the ice on the sewer ponds has been really bad this year. He said he and Leroy King tried to burn down the cattails but they wouldn't burn.

Trustee Steinsiek asked him if there were any other issues with the person that was turning their water back on. Mike Becker said no, there was not.

**Clerks Report** Clerk Hart said that despite any rumors going around all the mayor and trustee candidates are eligible to run and be elected.

Clerk Hart said regarding the Tabor issue notice,- which is the notice about the sales tax question that will be on the ballot- the notice will have general information of the election, and will have the ballot question language, and will show the actual fiscal spending amounts for the past 4

years and estimates 2018's fiscal spending amounts, and will show the percentage and dollar change from 2014 to 2018. It will also have a summary of any comments the Town might receive regarding the sales tax. She said this would be any comments residents might have for or against having a sales tax, but the deadline for comments is Friday, February 16<sup>th</sup> at 4:00pm. She said that a trustee as a resident could submit comments for or against the sales tax question but for those to be included on the notice it has to be handed in by Friday, February 16<sup>th</sup> at 4:00pm. The notices will get mailed out beginning February 21<sup>st</sup>.

Clerk Hart said that there was an incident at the bus stop a couple week ago where an older kid driving fast through the bus stop almost hit a little kid waiting for the bus. She said it was brought to her attention that there are no 'school bus stop' signs for the bus stop. She said school bus stop signs are \$115.00 each. The school bus stop is at the northwest corner of the park. Trustee McCue moved to buy 2 'school bus stop' signs for \$250.00. Trustee Petty seconded and the motion passed unanimously.

Clerk Hart said that the Lions Club usually does an Easter egg hunt in the park but the Lions Club is dissolving and someone had asked if the Town wants to take over the annual Easter egg hunt. This year Easter is on April 1<sup>st</sup> so the Easter egg hunt would be on March 31<sup>st</sup>. Clerk Hart said the Lions Club usually buys the plastic eggs and the candy and has Easter basket prizes for the different age groups. She said there's usually a good turnout of kids for the Easter egg hunt. Trustee McCue said he would find out how much is usually spent on the Easter egg hunt. Clerk Hart said she would put this on the agenda for the next meeting for the Board to decide on.

**Treasurers Report** Everything looked good. Trustee Andersen moved to approve the Treasurer's Report. Trustee Petty seconded and the motion passed unanimously.

**Trustees Report** None.

**LCEDC Report** Trustee McCue had a written report of what he has been doing with LCEDC and general news concerning other towns (the report is attached to these minutes).

He said that his Vista volunteer, James Russell, has about 5 weeks left in the program. Trustee McCue said he's interviewed two ladies for the Vista volunteer position but hasn't had any luck finding someone. Trustee McCue said they were working on seeing if James Russell could stay for the summer.

He said LCEDC will be hosting a small business free meeting on March 13<sup>th</sup> at 2:00pm in Limon about health and safety in the workplace and how to have employee retention for workforce.

He said he just got all of the annual LCEDC invoices out.

He said they've been working with a Spanish company for 2 years that might be the first user in the Foreign Trade Zone which will make the Foreign Trade Zone 293 permanent with the US Commerce and it will no longer be on a trial basis.

He said the new director at Leisure Pines is working out really well. He said there's a Leisure Pines meeting tomorrow at 5:00pm.

**Mayors Report** Mayor Flores said he's got the ISO guy coming on Wednesday and he's got several folks from the county coming out too. He said basically the ISO want to know what the

Fire Departments' resources are.

Mayor Flores said the next regular Board meeting is Monday, March 12<sup>th</sup> at 7:45pm. It was noted that there's no action meeting just the 100 Year Anniversary Celebration Committee planning meeting on Monday, February 19<sup>th</sup> at 7:00pm.

**Adjournment** Trustee McCue moved to adjourn the meeting, Trustee Petty seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 9:00pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

A handwritten signature in cursive script, appearing to read "Alex Flores", written in dark ink.

Mayor Alex Flores

**Approved by the Board on: 3/12/2018**

Town of Arriba  
Public Hearing  
and  
Board of Trustees Regular Meeting  
Monday, February 12, 2018  
7:15pm

Sign In Sheet

Martin Light  
Jay Dink

Lincoln County Commissioners  
February, 2018  
Lincoln County EDC Report

- I. **Arriba –**
  - A. Manda Davidson, Leisure Pines director, making progress with compliance
  - B. Made application to three local foundations in December for firehouse/equipment expansion, looking for other leads (Black Hills Energy, Xcel Energy)
  - C. Active SBDC Client: #17-006- Parts delivery service
- II. **Genoa-**
  - A. Made outreach call to Flagler COOP offering assistance for their expansion plans
  - B. Corresponding with See Six States, LLC for upcoming fundraising conversation: large assessment
  - C. Active SBDC Client: #17-007 – Heritage tourism group
- III. **Hugo –**
  - A. Hotel RFP revised and being reviewed
  - B. Active SBDC Client: #706, Center for DD community
  - C. Made routine business retention visits through town (Osborne's Supermarket, Hugo Liquor, Main Street Mama's, Hugo Car Wash, Eastern Slope, KC Electric, LCHCC, Designs by Dave)
  - D. Helped host successful Code Forum held 1/10.
- IV. **Limon –**
  - A. Participating in Grand Plan process, attended two recent meetings.
  - B. 8 active SBDC Clients: #707 Recreational Venue, #704 Recycling Expansion, #705-Service Biz buyout, #715-New hotel project, #726-New RV parking expansion project, #702 Small Manufacturer/Distributor, #710-South Limon business marketing, #709-Coffee/recreation venue, #701 – DVR client, movie scripts.
  - C. Completed local and state incentives for possible warehousing/distribution concern, #720.
- V. **Karval –**
  - A. Keeping updated on community building plans, seeking foundations to apply to with Frances Maskus
  - B. Assisting with identifying resources for multi-purpose building idea
- VI. **Small Business Development Center (SBDC) Activities**
  - A. Participating with Raejean on online meetings monthly.
  - B. Helped plan 3/13 small business outreach meeting – Health/Wellness & employee retention
  - C. Seeing strong small business response and activity through Raejean's office
- VII. **Americorps – VISTA Volunteer Program**
  - A. James is wrapping up the Strategic Plan draft
  - B. James is coordinating with University Technical Assistance folks for help with final drafting of Strategic Plan.
  - C. Interviewed 2 leading candidates for VISTA Year 2, but both moved on with other opportunities
- VIII. **Foreign Trade Zone #293**
  - Nearing completion of first User – small supply stream manufacturer to Vestas.
- IX. **Other:**
  - A. Attended Voices of Rural Colorado 2/1-2/2
  - B. Hosted Darlene Carpio here for lunch with local leaders on behalf of Sen. Gardner's office on 2/5
  - C. Hosting regional economic development forum in Limon on 2/22