

DRAFT

**TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING**

Monday, October 9, 2017

Arriba Town Hall, 711 Front Street, Arriba, CO 80804

Call to Order Mayor Alex Flores called the meeting to order at 7:45. Roll call for the Arriba Town Board was read and those answering were Bob Rush, Tom Rush, Carolyn Steinsiek, and Jack Petty. Leigh Anna Andersen was absent.

Pledge of Allegiance was led by Trustee Jack Petty.

Public Audience included: Ed E. and Jody Schifferns, Jeff Fike, and Ted Grundmeier.

Ed E. Schifferns said he'd like to encourage the Town Board to consider adopting parts of the county's zoning. He said there are some county zoning regulations that wouldn't apply to the town. He commented that Karval has zoning now.

Jody Schifferns said there was a street light out on Main Street and Front Street.

Jeff Fike said he thought things were going pretty well in town. He said he has not been able to get over to Jim Littlehorn's to get stuff cleaned up. He asked for a summary of the strategic planning meeting.

Ted Grundmeier said he had questions about the tree dump. He said he was against zoning in Arriba.

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

Approval of Minutes Trustee McCue moved to approve the minutes from the September 11 regular meeting. Trustee Steinsiek seconded and the motion passed unanimously.

Approval of Account Receivable and Payable

Clerk Hart said the payments to The Colorado Department of Public Health and Environment is for the annual discharge permit fee and other permit fees. Trustee McCue explained that water from the wastewater plant is discharged into the adjacent field after it has been treated.

Trustee Petty moved to approve the Receivables and Payables for September. Trustee McCue seconded and the motion passed unanimously.

Approval of Bills

Clerk Hart said the bill from CIRSA is for overpayment on the claim for damage to Town Hall. CIRSA paid the Town a little over \$6,000, but actual costs for the repairs came in at around \$1900. CIRSA wanted the extra money back.

Clerk Hart said the bill from CWRPDA is the biannual drinking water loan payment. She noted that the lawyer fees were for preparing the sales tax ordinance, the election calendar, ballot language for the sales tax question, and researching those items plus information on the tree dump. The bill from the lawyer is \$2,277.01. Corey Hoffmann's law firm charges the Town \$165 per hour.

Clerk Hart said the WFI bill is from Work Force Inc and it is for the manhole covers that needed to be redone. She said Todd Simon didn't charge for labor, he only charged for 3 riser rings. There was discussion about if Todd Simon should have done this when he was out earlier in the year and if these rings should have been covered in the \$5,000 the town already paid. Clerk Hart said he had told her that he left those manhole covers that way because he didn't think they would be an issue for the Town. Mike Becker said that when Todd Simon came out to fix the manhole covers he called Alex Flores and Bob Rush for their input. Bob Rush was out of town at the time. Trustee Bob Rush asked if Todd Simon was coming back out to raise the manhole cover in the wheat field. Trustee Tom Rush said no one knows where that one is. Clerk Hart said Todd Simon stayed in town limits and didn't do anything to the manhole cover or sewer line in the wheat field on the other side of Highway 63. She said if the Board wants that done that would be a discussion for Todd Simon when he comes out next year. She said he did give her a map of the 4 sections of town he has done and how much to budget for each section.

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

2018 Budget The Board reviewed the first draft of the 2018 Budget. Clerk Hart said in 2017 the exemption from audit was a large expense which did affect the ending balance of the general fund. The Town won't have that expense in 2018 but it will have election expenses. Trustee Petty asked what the State Specific and Specific Ownership revenues are from. Clerk Hart said she thought they were vehicle registrations. She thought the interest apportionment was the portion of interest the town gets from when the county collects the taxes. It was noted that those item lines need to be adjusted down according to the past 2 year's totals. The Town collects franchise fees from KC Electric, Black Hills Energy, Eastern Slope, and Rebeltec. The Town has \$17,000.00 budgeted but in 2016 Franchise fees totaled \$16,152.00. The Board agreed the 2018 budgeted amount should be decreased. Ted Grundmeier asked why the employee retirement was budgeted so high. Clerk Hart said that currently Mike Becker is the only employee collecting retirement. Clerk Hart said she hasn't set up a retirement account for herself yet but it still has to be budgeted for whenever she does.

Clerk Hart said she budgeted for sewer line cleaning, tank inspection and tank cleaning/repairs.

Clerk Hart asked the Board if they wanted to transfer the road and bridge moneys to general fund as the auditor suggested. The Board agreed that this might simplify things.

It was noted that the Town has a high amount budgeted for fuel. Clerk Hart said the numbers could be decreased in each of the funds but that if the town gets a lot of snow next years fuel bills will get high from running the dump truck to clear the streets.

There was a question on the amount budgeted for lab fees, Clerk Hart said there may be some pricey lab fees coming up but she would check with Pat Parker. The 2018 lab fees amounts could possibly be decreased.

Trustee Tom Rush asked if there was enough money to budget for equipment such as a maintainer or backhoe. The Board agreed that the town should start budgeting for this and try to budget \$10,000 to \$15,000 a year in the general fund towards equipment upgrades. Trustee Tom Rush said the Town should upgrade the mower while it still has value. Mayor Flores said there was about \$12,000 in the conservation trust fund for a mower purchase. Clerk Hart said she and Mike Becker discussed getting a faster, more efficient mower. Trustee Tom Rush said that John Deere is the only place that will do no interest financing with municipalities. He said John Deere has some good mowers. Clerk Hart said the Town could get some prices on mowers for the budget.

The Board agreed that a public hearing for the 2018 Budget will be held on Tuesday, November 28 at 7:00pm.

Water Tank Repairs/Maintenance Clerk Hart said she received a quote for repairing the tank. She said they would have to inspect the tank first. Prices are as follows: Dry Inspection \$985 per tank, add interior sediment cleaning \$1,500 per tank, underwater camera inspection \$1,485 per tank, dive inspection with cleaning \$3,500. Prices for Magnesium Anodes \$2,975 for 5 bars. I was noted that these bars keep the tank from oxidizing. Mike Becker said the bars were going to be switched to Zinc as it is more effective. Clerk Hart said these prices were for inspection and cleaning only, after inspection they would decide how to repair the leak and how much it will cost. The leak is about 30 feet up. Leaks are caused by the expansion of the tank with the changes in weather temperature. There was discussion about which would be better, a dry inspection with cleaning or a dive inspection with cleaning. The tank would need to be drained for the dry, the dive inspection costs about \$1,000 more. The Board agreed that dry inspection and cleaning would be best.

Zoning Clerk Hart said that at the strategic planning meeting James Russell suggested the Town start discussing zoning and start doing the research on it. There was discussion on how zoning would protect Arriba's homeowners.

Clerk Hart said the Board could compare other towns zoning laws and the county's zoning laws.

The Board agreed they didn't want restrictive zoning laws for Arriba. Clerk Hart said she would have more information about zoning laws for the next regular meeting.

Source Water Protection Grant Clerk Hart said the next Source Water Protection Grant meeting will be on November 13 at 7:00 before the Board's regular meeting. She said at the last meeting they went through all of the risks that had been identified and which ones were high priority and low priority and solutions for those risks. The next meeting would be reviewing this information and deciding which protection plans to implement and how to use the grant money, and to also form a committee or put someone in charge of implementing the water protection plan.

Trustee Petty said he talked with the guys working down at the aerator pump at DJ's Petro. He said they drilled about fifty wells in a perimeter around the gas leak to find how far it went. Right now they are aerating out the gas by injecting air in to the water/gas below the surface and the gasoline vapors burn out. He said it burns 24/7 and it could 15 to 20 years to aerate the gas out. He said they drilled a well west of 63 and didn't find any gas there. Trustee Petty said maybe the Town could use this water protection grant money to drill a well between the town wells and the gas pumps to monitor for gas. It was explained that the gas leak at DJ's Petro is from a leak in a gasoline line.

Sales Tax Ordinance Clerk Hart said she that according to the sales tax ordinance the lawyer wrote up for Arriba any business would have to have a license with the town, and there will have to be an annual business license fee- so the Board will have to decide on license fees and vendors fees. The Board needs to decide on a sales tax rate also. Clerk Hart said after that the Town has to send the ordinance to DOLA. There was discussion on having a public hearing to get public input and answer questions from the public. The Board discussed leaving the sales tax for general purposes- which is the way the ordinance is written- or designating the sales tax revenues for a specific purpose such as equipment upgrades. There was discussion on if agriculture would be exempt- such as the Arriba grain elevator. Clerk Hart said she would find out. Clerk Hart said the surrounding towns all have a 2% sales tax rate. There was discussion explaining how sales tax is charged on products but not services.

The Board agreed to have a public hearing on Monday, December 11th at 7:00 before the regular meeting to discuss the sales tax ordinance.

Enforcing Ordinance #112 Clerk Hart said the results of the municipal court on September 22 was that the judge charged Michael Sparling \$300 for Ordinance #112 violations and \$300 for Ordinance #10 violations. The judge reduced \$400 of the total fines on the condition that the vehicles are removed, garaged or licensed within 2 weeks, and the sidewalk is repaired within 30 days.

The Board agreed that after Ordinance #112B is adopted the Board will continue communication with property owners and enforcing the ordinance.

Amending Ordinance #112

There is a public hearing for proposed ordinance #112B scheduled on Tuesday, October 24 at 7:00pm.

Tree Dump Clerk Hart said the response she got from the lawyer was that any sort of dumping site would need to have a permit with the CDPHE and an ordinance to regulate it.

The Board discussed setting up recycling bins at the tree dump but agreed that they didn't want to deal with collecting other items that can't be recycled.

Mike Becker said he got prices for fencing but said he didn't think he could do that right without knowing the property lines are or who to ask about it. He suggested having it surveyed.

Trustee Bob Rush said to go along the electric poles on the east side, he said it's been surveyed and there are stakes out there.

Mike Becker said he's heard that things have been moved as far as stakes and he doesn't want to be responsible for putting a fence somewhere it doesn't belong.

Trustee Tom Rush said there's legal survey stakes up there, it would stand up in court.

Trustee Bob Rush said the Town would only have to fence off the east half of the Town property. The trees to the south are growing so thick a fence probably isn't needed there.

Mike Becker said it's about 400 feet on the east side that would need fenced. He said Waylon Smith told him he is removing the fence on the west side of the tree dump so the Town will have to fence that off as well.

Mike Becker said that a couch was dumped off up there recently, and then some appliances from Leisure Pines.

The Board discussed closing the tree dump and then having people continue to sneak in and dump things, and or dump things at the gate. The Board discussed getting cameras up around the tree dump and if cameras out there would be effective.

Two 12 foot gates will be needed if it gets fenced. Fencing it could cost around \$600 to \$700. It was discussed that if it's fenced off cameras should be put up as well to catch people from trying to cut wires or dump things at the gate.

Maintenance Report Mike Becker asked to go into executive session to discuss some things with the Board only. Trustee McCue moved to go into executive session to discussion employee matters. Trustee Steinsiek seconded and the motion passed unanimously. The public audience was excused and the Board went into executive session at 9:26.

The Board came out of executive session at 9:52.

Clerks Report Clerk Hart had nothing to report.

Treasurers Report none.

Trustees Report Trustee Bob Rush said the manhole covers look good, he said he would level them off if Mike dumped the dirt around the ones that need it.

Trustee McCue said Strut Your Mutt is happening at the fairgrounds on Saturday. He said it was a 5k fundraiser at the Hugo Fall Festival.

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 the lieutenant governor is coming to Limon Town Hall on Wednesday to announce winners of grants for Small Business Development Center.

Trustee McCue said he hired someone from Limon to help him with the SBDC.

He said there's going to be a small business marketing seminar on the 19th in Limon.

He said he's been helping get Jody Schifferns transitioned into running Leisure Pines. He said all the Leisure Pines board has been helping with that. Trustee Steinsiek asked if they'd filled the vacant Leisure Pines board position yet as she is interested in it. Trustee McCue said there is another person interested in it also. He said the next meeting will be next week sometime.

Trustee McCue said that James Russell has been working on the strategic planning.

Trustee McCue said he's been working with a guy in Genoa who is setting up RV spots.

Mayors Report Mayor Flores thanked Josie Hart and Mike Becker for the good job they're doing. He discussed burning the cat tails at the sewer ponds on Saturday. He said he'd like to pursue the cleaning up of the town and not just pick on one guy.

Adjournment Trustee Petty moved to adjourn the meeting, Trustee McCue seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 10:05pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

Mayor Alex Flores

Approved by the Board on:

Town of Arriba
Board of Trustees Regular Meeting
Monday, October 9, 2017
7:45pm

Sign In Sheet

Jody Schippers

Ed Schipper



Keel Gudman

Lincoln County Commissioners
October, 2017
Lincoln County EDC Report

- I. **Arriba –**
 - A. Entrenched with Leisure Pines transition and compliance issues
 - B. Backgrounding with local foundations and energy industry on Arriba firehouse bay expansion.
 - C. Business retention visits with Legacy Lane Antiques and Brent Welding.
- II. **Genoa-**
 - A. Engaging in RV industry & expansion
 - B. Maintaining conversations with Rocky Mtn. Crane Service
 - C. Assisting Genoa Tower group with local resources.
- III. **Hugo –**
 - A. Hotel RFP drafted and participating in planning process
 - B. Assisting with upcoming Hugo Fall Festival/Strut your Mutt event
 - C. Assisting Hugo Roundhouse with available resources & continuing plans
 - D. Participating with LCHCC team on clinic expansion to Bennett.
- IV. **Limon –**
 - A. Hosting SBDC Media Event on 10/11/17 at 9:00 a.m. with Lt. Governor
 - B. 5 active SBDC Clients: #15-038 Recreational Venue , #15-039 Recycling Expansion, #15-023-Service Biz buyout, #15-041-New hotel project, #15-042-New RV parking expansion project.
 - C. Writing grant application to move walking trail for RV parking expansion
- V. **Karval –**
 - A. Keeping fire department expansion conversation active.
 - B. Helping Frances Maskus with restroom expansion plans, reviewed draft drawings by James Berndt, awaiting determination of utilities.
 - C. Attending KCA meeting in Karval 10/10
- VI. **Small Business Development Center (SBDC) Activities**
 - A. Secured SBDC Consultant, will seek board approval on 10/18
 - B. Hosting Media Event, announcing 4 winning communities
 - C. Invoiced 17 hours for September services.
- VII. **Americorps – VISTA Volunteer Program**
 - A. Submitted September summary report for James
 - B. James is actively drafting each community's chapter in Strategic Plan
 - C. James is meeting with commissioners individually
- VIII. **Foreign Trade Zone #293**
 - A. Participated in conference call to get final application for first User wrapped up.
 - B. Awaiting magnet site development opportunity
- IX. **Other:**
 - A. Received new lead on wind turbine blade recycling
 - B. In conversation with potential warehousing/distribution concern looking to locate to Lincoln County.