

TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, August 10, 2020
Arriba Town Hall, 711 Front Street, Arriba, CO 80804

Call to Order Mayor Alex Flores called the meeting to order at 7:45. Trustees in attendance included Carolyn Steinsiek, Troy McCue, Marilyn Lightsey, Marie Daniel, and Kayle Amen. Bob Rush joined via zoom. Employees in attendance included Mike Becker and Josie Hart.

Public Audience included: Harvey Dumcum, Ted Grundmeier, and Rachel Smith. Rachel Smith gave an update on the Lincoln Community Hospital, and COVID-19.

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

Approval of Minutes Trustee McCue moved to approve the minutes from the July 13 public hearing and regular meeting, and July 28 action meeting as written. Trustee Steinsiek seconded and the motion passed unanimously.

Approval of Account Receivable and Payable
Trustee McCue moved to approve the Receivables and Payables for July. Trustee Steiniek seconded and the motion passed unanimously.

Approval of Bills
There was discussion on the credit balance on the Black Hills Energy bills.
Trustee McCue moved to approve the August bills for payment. Trustee Daniel seconded and the motion passed unanimously.

Wastewater Project Alice Arsenault and Nick Marcotte with Element Engineering joined the meeting via zoom
Trustee McCue said that there had been two conference calls the past week, one with Greg Etl the town's DOLA representative, and one with Mark Henderson, the town's CDPHE project manager. Trustee McCue said that Greg recommended talking with CDPHE since they enforce the ammonia level regulations. Mark Henderson said it would be good if the town could phase into the evaporative system since it is such an expensive project. Mark Henderson suggested going back to the engineers and seeing if improvements can be made now that can tie into the eventual evaporative system. Mark Henderson thought that the error with the Town's discharge permit is due to a change in waterway regulations and not an error in how it was issued. The State knows that the Town will be in a spot where required ammonia levels won't be met and they will give the Town time to address it in a variance. Henderson's example of variance time was 5-10 years he said the Town needs to be careful of getting into something that costs too much now which could cause an inability to get funding in the future. Mayor Flores suggested accelerating paying down the loan for the improvements and have less of a debt load going into the evaporative expansion. Henderson suggested that the town write up a Capital Improvement Plan for the wastewater system that outlines what needs improved, how it will be improved and

how it will be funded, and outline rate increases to fund the improvements. Henderson offered to check in with the Town next month. Trustee McCue and Mayor Flores agreed that CDPHE wants the Town to get by with what it can afford and not try to do a whole new system at once. The Board agreed that Element should submit the PNA review response letter stating that the Town is going forward with the wastewater facility improvements and will be working towards phasing into an evaporative system in the future. Nothing will change in the PNA. Element said they would prepare the response letter and get a copy to the Board to review.

Trustee Amen said Mike needs a fresh water source out at the wastewater plant. It was discussed to look at the monitoring wells and see if those can be used. Mike will check with Schall Drilling about it.

Rate Increase for CDOT Clerk Hart said prior to COVID-19 the Town was proposing to increase the sewer rate for the CDOT Rest Area from 876.25 to 976.25 but a public hearing was never held. The Board discussed how it had been a long time since the Rest Area's sewer rate had been increased. Trustee Daniel noted that 30,000 people go through the rest area. The Board proposed increasing the Rest Area's sewer rate from 876.25 to 1,000.00. Clerk Hart said a public hearing will be held on Monday, September 14 at 7:15pm for this rate increase.

Stock Water Issue Clerk Hart said that going with what Bryan Milburn wrote down his stock water bill would be \$81 for 3 months. If the Town charges him for what Mike and she had been keeping track of it would be \$350- and that's just for June and July not May. Clerk Hart thought Milburn was hauling water for his cows. Mike said he'd seen Milburn get water 3 times the day before (Sunday) but had only written down one time. Clerk Hart said that Jonathan Hart had seen Milburn getting water on July 24th but Milburn didn't write anything down.

The Board discussed upgrading to a meter system so they had to pay as they go or issue a code for each customer to access the stock water. The Board discussed that what Milburn was doing was theft and the sheriff should be called. It was noted that the stock water was set up on the honor system and was not locked up. Clerk Hart suggested locking up the well house and requiring customers to get a key for the well house to turn on the stock water load out. There was discussion that this might put a lot of work on Mike. Trustee Steinsiek suggested a lock system where they had to scan a key card to get into the well house. Trustee Amen said they're using the well house as a bathroom. Clerk Hart explained that someone urinated in the well house, so Mike moved the port-a-potty over by the well house, but someone still urinated in the well house. It was noted that stock water rates are \$5 per one thousand gallons plus a \$2 trip fee per load. There was brief discussion about raising the stock water rates.

It was suggested to install a camera system at the stock water load out and inside the well house. This might cost around \$400.

Clerk Hart said that the Town's income from stock water sales is minimal.

Clerk Hart said she sent Bryan Milburn a bill for \$350 based on what her and Mike had recorded him getting in June and July. She said she also wrote up a letter and sent it out to all stock water customers.

The Board agreed that Mayor Flores should talk to Milburn about this issue.

Maintenance Report Mike Becker said that the south out of town well is going now and both out of town wells are keeping up with CRCC. He said they are washing sand and mixing concrete for the highway.

Mike said that Kayle has been helping him a lot, last month he had 40 hours. Mike would like to see Kayle get compensated for his time. The Board discussed that normally the Town would hire some part-time summer help. They agreed that Kayle should be paid minimum wage. Trustee Steinsiek moved to hire Kayle Amen to help Mike on an as needed basis and pay Kayle Amen minimum wage. Trustee McCue seconded and the motion passed unanimously.

Clerks Report

Clerk Hart said that the Town got approved for Corona Relief Funds, and was allocated \$8,000. The Town must report to DOLA by December 30, 2020 what was spent, and all reporting must be done by Jan 30, 2021. Clerk Hart suggested using the money to install a secure payment box into the side of Town Hall or purchasing a door with a secure payment box. It was also suggested to purchase Personal Protective Equipment and cleaning supplies. Clerk Hart said she would get more information on the Corona Relief funds spending regulations and get estimates for putting a payment box in.

Clerk Hart said she had a call from Ben VanderWerf complaining about people urinating in the DJ's Petro parking lot and near Ben's property line. She told him to call the sheriff and DJ's manager. It was noted that Don Morrison, the owner of DJ's, has signs on the highway advertising the store and maybe since its closed down he could change those signs. It was suggested that Don Morrison could put in a port-a-potty at DJ's.

Clerk Hart said that Justin Donnelly tried to send his paycheck through again- she said that the Town had hired him for part time work in 2018 and he had deposited his last pay check in June 2018, he had tried to deposit it again in June 2019, and tried to do it again this year. She said the bank caught it and is going to put a permanent hold on the check.

Clerk Hart said that she has been researching backhoes a little bit. The Board discussed what kind of back hoe to look for and agreed that a Case backhoe would probably be the best thing to find and that Clerk Hart should contact some dealers, and also look at CDOT equipment sales. The Board agreed that the town's current backhoe could be traded in.

Treasurers Report Looked good.

Trustees Report Trustee McCue said that Larry Kitzel and the Brass group would like to do a concert in the park on the weekend of August 29/30. The Board was fine with this.

LCEDC Report Trustee McCue's written report is attached to these minutes. He said that the LCEDC annual meeting will be on Wednesday, August 26th at 6:00pm.

Mayors Report Mayor Flores noted that the flag in the park needs replaced. He said Mike had told him a rattlesnake had been found in town.

Adjournment Trustee Steinsiek moved to adjourn the meeting, Trustee McCue seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 9:18pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

A handwritten signature in black ink, appearing to read 'Alex Flores', written over the 'Signed by:' line.

Mayor Alex Flores

Approved by the Board on: 9-14-2020

Town of Arriba
Board of Trustees
Regular Meeting 7:45pm
Monday, August 10, 2020

Sign In Sheet

Paul Anderson
Sunny Dunson

Lincoln County Economic Development Corporation

Director's Report

Monday, August 10, 2020

-Ongoing projects include:

1. Martin Metal out of Versailles, MO, is leasing a small truck/trailer yard from VERIS Environmental just north of Limon. Their plans may include a Phase 2, which is the construction or purchase of some warehousing and distribution space and Phase 3, some light manufacturing of their post-frame building system. Recent outreach included a positive email exchange & assistance provided regarding freight channel development and location of a vendor to produce concrete cookies.
2. Denver Cutlery, Inc. is planning a meeting with our office soon for identifying/recruiting tenant(s) to share space at former ALCO building.
3. Wausau Supply is up and running, and have 1 solid CDL position open and available (just saw local print advertising on this position). I have connected with their accounting department to lay out documentation requirements for accessing local tax abatement incentives, available in 2021.
4. Housing Development efforts are ongoing. We have connected with the investors in Sandy Creek Properties (now transitioning to Roundhouse Estates) in Hugo, and the Limon Housing Project is still expecting a Letter of Intent from Rocky Mountain Opportunity, LLC of Boulder. We plan on continuing with a USDA effort for housing development as all potential Developers have not "taken ownership" of the project.
5. Kaiser Premier of Ft. Morgan going through assessment phase, sponsored by local governments, with Ryan, LLC. FTZ opted to utilize 18-month extension and new ending target date in December, 2021.
7. We are completing final review of the panels for the replacement signs for the Eastern Trails Depot in Hugo as we were successful in securing a tourism board grant.
8. We are engaging in Roundhouse development work for completion of the interior. Participated in Live Event on 8/3 online promoting the Roundhouse. Helped Roxie connect with area wind farms for sponsorship.
9. Colorado's C-PACE energy program is now active in Lincoln County. Helping coordinate beginning steps for Limon hotel that originally made the request.
10. We are engaged with Arriba Wind Farm development, attended approval of use of county right of way south of 2W along CR 45 for substation connection.
11. Bethel Community Center is nearing completion with their latest round of successful grant applications through Gates Family Foundation and a bit earlier, the El Pomar Foundation.
12. We are exploring the launch of the EDC acting as a lead AmeriCorps Volunteer host organization, making the application this fall. Our intentions would be to help manage a volunteer force of 10+ and to focus on healthcare career pathways as well as other local nonprofit and local government needs. We are considering applying for a planning grant through AmeriCorps.

13. Had work session with Hugo Town Board on 7/20 for review of their Strategic Plan.
14. We have successfully accessed just over \$4,000 of COVID-related new funding through SBDC, and will continue to bill COVID-related consulting up to \$10,000 more through 3/31/2021. We also are actively working on Minority Business Office, Childcare consulting, and Go To DOT consulting pots of new funds.
15. Our contribution project status for Lincoln County EDC was approved as of 06/18/2020. Thanks to Candace Payne, enterprise zone administrator, for her assistance in getting this approved at the state. We have now collected nearly all outstanding contributions for 2020.
16. I am finishing the Basic Economic Development Course online with Ohio Economic Development Association. Once complete by September, I will then determine best-timing for taking the CeCD exam. (Likely January).
17. Rural Philanthropy Days is targeted for first full week in June, 2021. I anticipate either a June 8-10 or 9-11 event window.

Upcoming events and dates:

- Census 2020 continues to make progress on slow reporting returns. Lincoln County has just broken a 54% self-response rate. (self-response is highest quality data on local population)
- Annual Meeting set for Wednesday, August 26th, at Ellis Allen Building at Fairgrounds, 6:00 p.m.