

**TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, July 11, 2022
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

Call to Order Mayor Marilyn Lightsey called the meeting to order at 6:06. Trustees in attendance included Troy McCue, Kayle Amen, and Marie Daniel.

Alex Flores, Ashlee Smithburg, and Bob Rush were absent.

Employees in attendance included Josie Hart and Mike Becker.

Clerk Hart read aloud the Board Meeting Protocols that the Town Board adopted in 2015. They are attached to these minutes.

Mayor Lightsey said that going back to the trustee issue- Carolyn Steinsiek should have had that position. Mayor Lightsey said she was vacating Alex Flores from the Board and putting Carolyn in as Trustee. Mayor Lightsey said according to 1-1-104 Title 31 she had the power to do this. Clerk Hart requested that the Town's attorney be consulted about this before anything is done. Carolyn Steinsiek agreed that the Town's Attorney should be consulted. Carolyn Steinsiek said she has had a lot of people come to her and tell her they wanted her on the Board. There was discussion on this issue and what happened at the meeting in May. The Board discussed the provisions of Town Ordinance 105 and how the Board did not follow it when they appointed Alex Flores to the vacant Trustee seat. Mayor Lightsey said Alex was on the Board illegally and so any decision he was a part of was void, specifically the Mobile Home Ordinance. Trustee McCue said that shouldn't matter as the vote for the ordinance was unanimous. Clerk Hart said she would talk to the Town's Attorney about this issue, and it can be discussed at the next meeting.

Public Audience Marcella Flores, Ben VanderWerf, Jay Spurling, Jody Schifferns, Carolyn Steinsiek, Siobhan Steinsick, Ted Grundmeier, Lincoln County Sergeant Britton, and Lincoln County Deputy Adams.

Ben VanderWerf said he'd like to see ordinance 105.

Ted Grundmeier said the Board Meeting Protocols should be posted online and handed out at meetings.

Jay Spurling thanked Josie and Mike for meeting with him and Ben and getting the water issue at the campground dealt with.

Marcella Flores asked if Mayor Lightsey had gotten the Title 31 information from Jay Sparling, and asked why Marilyn is going to Jay for that information and not the Board. Mayor Lightsey said she got that information from the minutes, not Jay. Jay Sparling said he got the information from the Secretary of State's office.

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

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

Approval of Accounts Receivable and Payable

Clerk Hart noted that Ben paid the first sewer tap fee for the campground. Trustee McCue moved to approve the receivables and payables for June, Trustee Amen seconded, and the motion passed unanimously.

Approval of Bills

Clerk Hart said the bill from Green Horizons was spring weed and feed for the park. They can spray it again in the fall if the Board wants.

Trustee McCue moved to approve the July bills for payment. Trustee Daniel seconded and the motion passed unanimously.

Proposed RV Ordinance Clerk Hart said that as suggested at the last meeting she added wording in Section 2 that states that commercial properties are not required to pay a permit. There was discussion about the \$5 sewer charge for each hookup, if this would be monthly and if it only applies if there is an RV there. There was concern that \$5 is not enough. It was suggested to charge \$20 a month per active RV hookup. No decisions were made, and this issue will be discussed at the next meeting.

Campground Development Clerk Hart said that she, Mike and Marilyn met with Ben and Jay to go over the parts list. She said Ben paid for the parts and the parts have been ordered. The old pit vault will need to be dug up, and there's a tree that may have to be cut down for the meter pit to be brought up to date. Clerk Hart said that before the campground meter is installed the Town needs to put in a curb stop on the north side of the street for the campground water line. Clerk Hart said she and Mike would like to hire Gerald Masters to do all the digging for the meter pit and curb stop. The Board was fine with this.

Town Clean Up Clerk Hart had nothing new on this. She said she sent out mowing letters and some of the properties have been mowed, property owners of some of the others have contacted her and said they will mow soon.

Zoning Clerk Hart said the attorney is working on this, and she is working on getting more information about a master plan.

Wastewater Repairs Nothing new to report.

Opioid Settlement opt in / out Clerk Hart said the town is getting a total of \$195.29 from the settlement. If the Town opts out these funds will go to the County to use, and the County will file all the necessary paperwork. If the Town opts in the Town will receive these funds directly and

will have to file all the necessary paperwork.

Trustee McCue moved opt out of the Opioid Settlement funds. Trustee Amen seconded and the motion passed unanimously.

Drinking Water Repairs Clerk Hart said that it's been impossible to get the part to fix the pressure switch for the wells, so Mike is still having to turn the wells on and off manually. Mike Becker said that he is working with Schall Drilling to install something different to bypass the electronic switch.

Clerk Hart said that the Town had designated the \$47,343 revenue from Castle Rock Construction to be used for the out of town well lines. She asked if she could have GMS start working on the plans to update those lines. The Board agreed this was fine.

Shop / Shed Clerk Hart said that Ron Hanns said he could fix the edges of the shop roof and stabilize the door.

The Board discussed getting a shed for the park to store the mower and other park items. Trustee McCue moved to spend up to \$6,000 on a shed for the park. Trustee Daniel seconded and the motion passed unanimously.

There was discussion about using Conservation Trust Funds for this.

A/C for Park Building The Board discussed air conditioner options for the park building. The senior group does not want to put in a window unit as they are worried that will tear up the newly rebuilt windows frames. Trustee Amen said he put an air conditioner of his in there but he's not sure the senior group is happy with it. The Board decided to not buy an air conditioner for the park building.

Maintenance Report Mike Becker said nothing's changed with the wastewater. Becker said that Kitley Hart has been mowing and that's been helping him out a lot.

Clerk Hart asked if the Town could look into trading in the mower for a newer one, the current one is 4-5 years old. The Board agreed this was fine.

Clerks Report Clerk Hart said that Municipal Court for the Vick and Claypoole cases will be held on August 5th at 10:00am. Clerk Hart said that Kelby Vick did not meet the payment agreement from the last municipal court hearing, so nothing has been done for his water and sewer service.

Treasurer's Report looked good.

Trustees Report none.

LCEDC Report Troy McCue gave his report. A copy is attached to these minutes.

Mayors Report Mayor Lightsey had nothing to report.

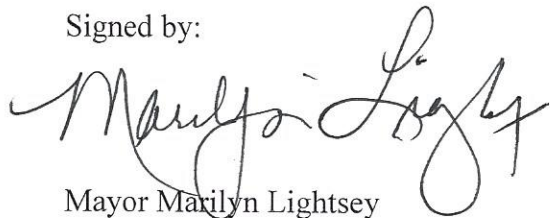
Executive Session

Clerk Hart requested to go into executive session to discuss a personal issue. Trustee McCue moved to go into Executive Session. Trustee Daniel seconded, and the motion passed unanimously. The Board went into executive session at 7:13. Executive session adjourned at 7:20.

Adjournment Trustee Amen moved to adjourn the meeting. Trustee Daniel seconded and the motion passed unanimously. Mayor Lightsey adjourned the meeting at 7:20pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

A handwritten signature in black ink, appearing to read "Marilyn Lightsey". The signature is fluid and cursive, with the first name "Marilyn" and last name "Lightsey" clearly distinguishable.

Mayor Marilyn Lightsey

Approved by the Board on:

8-8-2022

ARRIBA TOWN BOARD MEETING PROTOCOLS POLICY

1. Public comment is encouraged and will continue to be listed as an agenda item at every regular Town Board meeting. The public comment period will be held near the beginning of the meeting.
2. The public comment period will not be used to air personality grievances, make political endorsements or for political campaign purpose. The Mayor or Board members will not enter into a dialogue with citizens that are not specifically listed on the agenda or are not representing an agenda item. Questions from the Town Board during the public comment period will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments made but, rather, for hearing the citizens for informational purposes only.
3. The Town Board will direct the Town Manager to assign staff to provide information requested by a speaker during the public comment period. Each individual wishing to be heard during the public comment period will be given up to 5 minutes to make comments. Exceptions to the 5 minute limit may be granted by the Mayor. Public comments may also be allowed on specific Agenda items. Any person in the audience wishing to address the Board on an agenda item must first seek recognition by the Mayor, or whoever is conducting the meeting, preferably by raising of the hand.
4. The Mayor or the Town Board, at its discretion, may allow public comment at any scheduled special meetings.
5. The Mayor and Town Board may elect to defer public comment on specific issues that appear on the regular agenda until that specific item is addressed.
6. Anger, rudeness, ridicule, obscene or profane language, impatience and lack of respect for opposition to a speaker or idea such as clapping, cheering, booing and hissing are not permitted in the Town Board Meeting Chambers.
7. In the event that the meeting attendees become unruly as a group, the Mayor a majority of the Town Board, or in cases where it is deemed that a threat to public safety or to an individual exists, the Local Law Enforcement may order the meeting room cleared of public attendance. The Mayor is responsible for maintaining order and may elect to warn attendees before it becomes necessary to clear the public from the chambers.
8. Any person who makes threats of physical violence shall be subject to immediate removal from the meeting. Any person making irrelevant, impertinent or slanderous remarks, who becomes boisterous while addressing the Town Board, may be cautioned by the Mayor and or the Local Law Enforcement and given the opportunity to conclude his or her remarks on the subject in an appropriate manner and within the designated time limit.

9. Any person failing to comply as cautioned shall not be allowed to continue. The Local Law Enforcement shall carry out all reasonable orders and instructions given by the Mayor for the purpose of maintaining order and decorum at the meeting including directions to escort disruptive persons back to their seat, remove them from the meeting, or arrest any such individual who violate the order and decorum of the meeting and will not promptly leave the premises voluntarily after being requested to do so.
10. No person shall be permitted to interrupt the Mayor, a Board member, a staff member, or a member of the public while speaking during the meeting.

Adopted July 13, 2015

Alex Flores, Mayor

Town of Arriba
Board of Trustees
Regular Meeting 6:00pm
Monday, July 11, 2022

Sign In Sheet

Carolyn Steinsiek
Siobhan Steinsiek

Jody Rogers

Jay Spurling
Ben VanderWerf

Marcella Thurman

Maria Root

Leif Graham

Lincoln County Economic Development
Director's Report
July 11, 2022

Items of interest include:

1. We are continuing our participation and support of a **Limon Main Street program**. Two weeks ago we participated in orientation meeting with Gayle Langley regarding upcoming Main Street Candidate application, due in October.
2. Looking forward to **Roadmap to Resiliency** final report, due very soon. Next phase is housing resources and a local housing needs assessment to be performed by Ayers and Associates.
3. Supporting **Conexon Fiber** installation and observing push-back in areas of ESTECH coverage for easements and access. Sat in on commissioner hearing for some angry farmers & ranchers.
4. Keeping active **SBDC** office hours, consulting with AM Carpentry, La Quinta Inn, Denver Cutlery and other leading Limon-area businesses.
5. **AmeriCorps VISTA** position is about to go to advertising to attract a countywide grant writer, hosted through our EDC and cost-shared among participating communities. Also investigating additional DOLA support for the position.
6. Continuing our support of Centro (Jamie Giellis) on **Roundhouse and Tower funding progress**. Sat in on her report to the commissioners on 7/8 and learned of new funding avenues, many through the state historical fund.
7. On 6/29, hosted CDPHE and Community Partners on a county tour of Limon, Hugo, Genoa, and Arriba and highlighted **Brownfields** potential and past projects. List included Rohr Plaza, First Inn Gold site, former Genoa school site, Arriba DJ's, the Lieber apartments (Hugo), the town-owned house for demolition, fire district assets, and the commercial highway frontage block between the carwash and The Garage, reportedly for sale and of interest for a new fire department facility.
8. **Bethel Community Center** has completed their final phase (for now) and is actively marketing the venue north of Arriba for meetings and events. Superior Builders has been a close working partner and in-kind sponsor of much of the construction.
9. **Karval was awarded CDBG funds** for water infrastructure investment, and they are setting up enterprise accounting at the county level for life of the project.
10. **Arriba Campground** is undergoing reactivation by local investor and partnering contractor. Town Board is working through complex process of reactivating dormant campground with questionable underground infrastructure.
11. We continue to field questions and points of progress with the **Arriba Wind Farm**. Our observation yields a current conclusion that supply chain challenges and possible renegotiation of power purchase agreement terms are delaying the commencement of construction of the farm.
12. Wednesday, July 6th, Raejean and I attended a last-minute farm visit to **Grains and Plains**, project of Laura and Kevin Poss south of Hugo. In attendance were **Governor Polis, and Ag Commissioner Greenburg**.