

TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, July 12, 2021
Arriba Town Hall, 711 Front Street, Arriba, CO 80804

Call to Order Mayor Pro-tem Troy McCue called the meeting to order at 6:02. Trustees in attendance included, Carolyn Steinsiek, Kayle Amen, Marilyn Lightsey, and Marie Daniel. Alex Flores and Bob Rush were absent.
Employees in attendance included Mike Becker and Josie Hart.

Public Audience included: Ted Grundmeier, and Harvey Dumcum.
Ted Grundmeier wanted to thank Bob Rush for cutting the grass behind his property.
Harvey Dumcum had information on the park building windows.

Approval of Agenda Clerk Hart asked that CIRSA Renewal be added under unfinished business. Trustee Lightsey moved to approve the Agenda as amended. Trustee Steinsiek seconded and the motion passed unanimously.

Approval of Minutes Trustee Steinsiek moved to approve the minutes from the June 14 regular meeting as written. Trustee Amen seconded and the motion passed unanimously.

Approval of Accounts Receivable and Payable

Clerk Hart noted the American Rescue Plan grant funds in the amount of \$26,014.70. She said there are restrictions but she's heard that it's pretty open when it comes to water and sewer improvements. She said the State deposited the funds into the Town's CTF account so she is going to transfer it to the sewer reserve account.

Clerk Hart said the Town received the \$1300 Tourism grant.
Trustee Steinsiek moved to approve the receivables and Payables for June, Trustee Daniel seconded and the motion passed unanimously.

Approval of Bills

Clerk Hart said that the Town will receive another bill for the 2020 audit, the current bill in the amount of \$6,990.00 is not the final amount for the audit- the total amount will be \$8,300.00.
Trustee Steinsiek moved to approve the July Bills for payment. Trustee Lightsey seconded and the motion passed unanimously.

Wastewater Repairs Element had a written report that is attached to these minutes. Becker said that someone will be out to get the plans of the wastewater facility and will eventually be out to do a walk-through of the facility.

2020 Audit Clerk Hart said that the audit wasn't completed yet- she said that she did have a draft report, the auditor had some concerns about the road and bridge budget, and about the general fund budget needing to show transfers from the water and sewer funds.

CIRSA Renewal Clerk Hart reported that Gordon Insurance came back with a quote for liability insurance of \$8,668. This is about \$1,000 more than the Town's 2021 CIRSA premium. Some differences were CIRSA's deductible is \$500, the quote from Gordon Insurance is \$1000. CIRSA does not have uninsured motorist coverage or equipment breakdown which Gordon Insurance does have. Clerk Hart noted that the Town has had good coverage and dealings with CIRSA but CIRSA wants the Town to do a lot of employee trainings and policies, their requirements just seem to be a bit much for the small town of Arriba. The Board wanted more details on the equipment breakdown. Trustee Steinsiek moved to accept the quote from Gordon Insurance and to change insurances as long as the equipment breakdown coverage seemed good for the town. Trustee Lightsey seconded and the motion passed unanimously.

Replace windows in park building

Harvey Dumcum said he's been talking to a guy at a Home Depot in the city that will custom make windows. They are estimated at about \$215 each. There was discussion on if the windows should be double hung or single hung. The Board agreed double hung would be best. There was discussion on what kind of trim should be bought- low maintenance which is more expensive, or high maintenance which is less expensive. Clerk Hart said she will work with Harvey on getting more exact numbers.

Maintenance Report Mike Becker reported that the wastewater gets plugged a lot- he was out there today unplugging the influent- he'll have to go back out with the hotsy. Mike said there are trees that need trimmed in the park, and one that he needs to cut down.

Clerks Report

There was discussion about properties that need mowed. Clerk Hart said she sent out letters. The Board agreed that property owners should be given an amount of time to respond or get the property mowed- if they do not do either then Mike should mow the property and bill the owner. Clerk Hart said she had the Lincoln County Sheriff deliver a municipal court summons to Kelby Vick for the loose dog issue. Municipal Court is scheduled for Friday, July 30th at 9:00am.

Treasurers Report Looked good.

Trustees Report Trustee Lightsey said that the stop sign by the Post Office needs put back up.

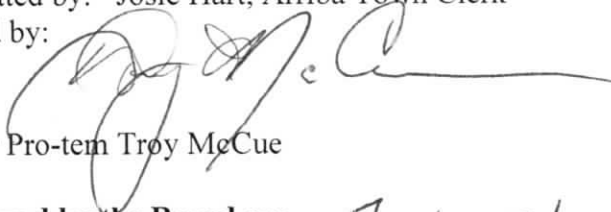
LCEDC Report Troy McCue's written report is attached to these minutes.

Mayors Report none.

Adjournment Trustee Steinsiek moved to adjourn the meeting. Trustee Daniel seconded and the motion passed unanimously. Mayor Pro-tem McCue adjourned the meeting at 6:51pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

A handwritten signature in black ink, appearing to read 'Troy McCue', written over a horizontal line.

Mayor Pro-tem Troy McCue

Approved by the Board on:

7-12-21



ENGINEER'S PROGRESS REPORT

TO: Town of Arriba
FROM: Element Engineering, LLC
DATE: July 12, 2021
SUBJECT: Progress Report on Current Projects

WWTP Improvements

Element Engineering was retained in June 2021 to complete the Wastewater Treatment Plant Primary Treatment (Mechanically Raked Bar Screen) Design & Permitting. The work is summarized as the completion, assembly, and submittal of design reports, plans, and specifications for the installation of a new mechanically raked bar screen that will provide primary treatment at the Town of Arriba Wastewater Treatment Plant.

A detailed scope of services for the work is as follows:

- Compile Site Application and 30% concept plans per CDPHE Requirements (Regulation 22, Section 10)
- Compile Process Design Report and 60% plans and specifications per CDPHE Requirements (CDPHE Wastewater Design Criteria)
- Compile 100% plans and specifications.
- Submit Site Application, Process Design Report, plans, and specifications to CDPHE. Respond to CDPHE questions and comments in order to achieve approval for construction.
- Present plans and layout to Town of Arriba board and staff for review.
- Conduct site visits to verify design.
- Provide an engineer's estimate of probable construction cost.

The proposed services will be worked into Element's existing workload. No significant work has been completed at this time to report. Element is coordinating with the town to obtain the drawings of the existing plant.

Lincoln County Economic Development Corporation
Director's Report
Monday, June 14, 2021

Ongoing projects include:

1. Windmill Ridge Post Frame Buildings is continuing their progress in business establishment, keeping Limon as their official place of business. Have signed a real estate contract over line in Elbert County. Keeping intentions for future manufacturing facility in Lincoln County, likely due to proximity to 3 phase electricity.
2. Denver Cutlery, Inc. is up and running, with a half-dozen new employees and knife sharpening as their initial operation. Expecting smart manufacturing to be added soon.
3. Wausau Supply is staying very busy and have recently submitted their local tax abatement refund requests.
4. Housing Development –Rocky Mountain Opportunity and Horton World Solutions continues to work on Limon housing development. Possible addition of warehousing and manufacturing piece in the works for their panelized home construction technology. Recently shared photos of end product with board of directors.
5. Kaiser Premier completed their assessment and came back with some impressive savings that could be seen if they become a User in the Foreign Trade Zone. Attending CBP Activation planning meeting on 8/5 in Ft. Morgan at their place of business.
6. El Pomar Foundation is offering new community gathering funding for arts, music, and events that promote community and economic development. Please contact me with possible projects. Grants will be awarded between \$5,000 and \$25,000.
7. Roundhouse restoration: Worked with Roxie to submit a formal application to a special Congressional spending program promoted by Senator Hickenlooper's office. Following his visit on 6/30, saw promising next-step in securing said funding.
8. We continue to stay connected to progress being made on the Arriba Wind Farm. Heard positive note of push for continued development and progress just recently. 2022 start date has been reported.
9. Bethel Community Center is complete, and seeking a little more funding for a new entryway. BCC did VERY well at the recent Rural Philanthropy Days event, scoring tentative commitments from Anschutz Family Foundation and Coors Foundation.
10. We continue our participation in Hugo's Main Street Program. Helping promote upcoming events in Hugo that include a wine walk, backyard business festival, among others.
12. SBDC Consulting: Latest efforts are surrounding hosting a job fair in September, and Destination Bootcamp seminar is coming to the Lincoln County Fairgrounds on 9/8 as special project of High Plains Bank.
13. Rural Philanthropy Days was a HUGE success last month, with 85 to 100 in-person total attendance. Hugo and Limon were showcased, and individual trips to BCC, Genoa Tower, and Roundhouse were all ongoing on individual attendees' schedules. Final wrap-up meeting is this Wednesday, the 14th at the Hugo VFW.
14. Making plans to execute AmeriCorps planning grant starting mid-August. Access to Rural Healthcare is the topic of focus for this project.
15. Still looking for Town of Hugo board member replacement.