

**TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, March 12, 2018
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 Carolyn Steinsiek, Leigh Anna Andersen, Jack Petty and Bob Rush. Tom Rush were absent. Troy McCue arrived a bit late.

Pledge of Allegiance was led by Trustee Jack Petty.

Public Audience included: Marilyn Lightsey, Jay Spurling, Gerald Steinsiek, Curt Price, Tyler Andersen, Marcella Flores, Courtney Dean, and Jeff Fike.

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

Approval of Minutes Trustee Andersen moved to approve the minutes from the February 12 public hearing and February 12 Regular Meeting. Trustee Bob Rush seconded and the motion passed unanimously.

Approval of Account Receivable and Payable

Clerk Hart said the two CIRSA payments were annual payments for the Town's workman's comp and liability insurance. She said the payment to Advantage Computer was for 3,000 bill cards, she said that amount will last about 2 years. She said the payment to Colorado Analytical is for water and wastewater lab fees. She explained that Meyer & Sams Inc is an engineering company and the payment to them was for their help with an annual report Pat Parker had to file for the wastewater system. Clerk Hart said the payment to OCPO was the application fee for Mike to take the wastewater test.

Trustee Steinsiek moved to approve the Receivables and Payables for February. Trustee Andersen seconded and the motion passed unanimously.

Approval of Bills

Trustee Andersen asked if the Bus Stop Signs were up yet. Clerk Hart said yes, they were put up right after the Town got them and they looked great.

Clerk Hart said the bill from WFI was Work Force Inc and that was for cleaning sewer lines on the east end of Town. Mike Becker said they stopped at the east end of the camp ground. Clerk Hart said they did not go out and dig out the man hole in the wheat field because Todd Simon had said the sewer line cleaning took up the \$5000 that was budgeted and he had felt like that was more important considering the issues the Town has been having with the sewer lines on that end of town.

Mike Becker said the next thing should be to find and clean the line going out to the sewer plant. Clerk Hart said that Todd Simon had told her that when he restarts cleaning the sewer lines it will be quicker since everything is found and mapped but that because of the way the lines are one section will cost around \$6500 and one section might cost \$4500, so one year might cost more because there are more lines on that section. Clerk Hart said this could be discussed more around budget time.

Clerk Hart said the RRWCD bill is an annual water usage fee.

Trustee Petty moved to approve the March bills for payment. Trustee Steinsiek seconded. Trustees Petty, Rush, Andersen and Steinsiek voted yes. Trustee McCue abstained. The motion passed.

Lawsuit Filed by Jeff Fike Clerk Hart said she had a summary that she would like someone else to read out loud since her voice was hoarse from being sick.

Trustee McCue read the summary out loud. The Summary is as follows:

I just want to summarize the whole lawsuit issue for the record- On January 25th Jeff Fike submitted an objection to Marilyn Lightsey's mayor petition saying that Marilyn had gotten her required signatures and was campaigning while on duty at the post office and according to Fike this was illegal. He also stated that Arriba's Mail ballot election's integrity was in danger.

I consulted with the town's attorney and responded to Fike's objection stating that the allegations he made were outside the scope of the municipal election code and thus denied his objection and determined it to be an invalid objection.

On February 16th Fike filed a lawsuit with district court against Marilyn Lightsey seeking to disqualify Marilyn as a candidate because she was abusing her position at the Arriba post office. The lawsuit was against me also, in my capacity as town clerk, because I denied his objection and did not address the remedy Fike sought.

On Feb 23rd the Town's attorney filed a motion to dismiss stating that Fike was seeking to circumvent the electoral process of selecting a mayor at the town's regular election by raising issues unrelated to the Clerk's obligation under the municipal law.

On March 2nd Fike's lawyer contacted the Town's lawyer stating that Fike had realized he could not achieve what he wanted through the lawsuit, and asked if the Town would agree to him voluntarily dismissing the lawsuit, with each party agreeing to pay their own attorney fees.

Trustee McCue asked if the lawsuit had been withdrawn. Clerk Hart said she hasn't received anything official from the Town's attorney. Marilyn Lightsey said yes, it's withdrawn.

Tyler Andersen asked what the cost of that was for the Town. Clerk Hart said the whole issue that was stated in the summary was an estimated \$2500.

Curt Price asked if everything was legal on the mail in ballot now. Mayor Flores said yes.

Water and Wastewater Operator Mayor Flores said that a potential wastewater license operator is going to call in at 8:00, he asked if the Board wanted to go into executive session for that.

Trustee McCue asked if Justin Crisp passed on that, Mayor Flores said yes. The Board agreed to go into executive session when the guy calls then continue the Board meeting afterwards. Trustee Andersen moved to go into executive session when the guy calls. Trustee Steinsiek seconded.

Easter Egg Hunt Clerk Hart said that nobody from Lions Club got back to her on how much the Easter egg hunt usually costs. Trustee McCue said he thought it usually costs around \$150. The Board agreed it shouldn't cost too much to get eggs and candy and prizes. Clerk Hart said she would stuff the eggs and she and Mike could hide them.

Trustee Bob Rush moved to spend a maximum of \$300 for supplies for the Easter egg hunt. Trustee Steinsiek seconded and the motion passed unanimously.

Clerk Hart said it will be on Saturday, March 31 at 1:00pm (at the Arriba Park). Volunteers can meet at the park an hour before to hide the eggs. Mayor Flores said that was the same day as the Fire Department's nut fry.

Executive Session

Trustee Andersen moved to go into executive session to interview a guy by phone for the water and wastewater operator position. Trustee Steinsiek seconded and the motion passed unanimously. The public audience was dismissed and the Board went into executive session at 8:03.

The Board came out of executive session at 8:23. The public audience was allowed back in and the regular meeting resumed. Mayor Flores said nothing was decided concerning the water and wastewater operator, the guy will come out and look over the facility on Friday.

New Mower Mayor Flores said it would be better to trade in the Town's mower now while it still had value. Mike Becker said Tom Rush had suggested going with John Deere since they do take trade in's and have financing for municipalities. He got a quote for a zero turn mower. The quote shows that the mower will cost \$7,900.55 but with the trade in of the current mower at \$2,450.00 total cost will be \$5,679.65. Clerk Hart said that there is about \$13,000 in the conservation Trust Fund and that the last time the Town purchased the mower out right.

The Board discussed how this mower has the same deck as the Town's current one but will mow a lot faster. It was discussed that getting a Dixie chopper from someone in Seibert wouldn't work since they don't accept trade-ins.

Trustee McCue moved to go with what Mike Becker has worked out with 21 First Century in Flagler and purchase the mower for \$5,679.65 (after the trade-in) and pay for the mower using Conservation Trust Funds. Trustee Bob Rush seconded and the motion passed unanimously.

Park Repairs and Maintenance Clerk Hart said that the Town had a visit from a guy with CIRSA and the guy said that the Town really need to work on the park. She said Mike has said that a lot of the swings need chains and seats. Clerk Hart said it would be good to get them fixed

before the Town's 100 year celebration. Mike Becker said CIRSA really emphasized painting the playground equipment, along with some minor repairs. Mike said he painted the swing sets last year. Trustee Petty suggested getting school age kids to do it. Clerk Hart said that Mike had an idea of hiring part time help for the summer and having them do a lot of that. The Board discussed hiring some local kids for part time summer help.

There was brief discussion on looking into getting grant funds for new park equipment. The Board agreed to add this to the next meeting's agenda to discuss it in more detail. Trustee Steinsiek said she would like to see a list of jobs that the part time help would do. The Board agreed that the part time help should be at least 16 years old.

Trustee Petty asked about tree trimming in the park for the 100 year celebration. The Board didn't know if the company that trims for KC Electric would trim trees for Arriba.

2017 Exemption from Audit Clerk Hart said the Exemption from Audit was done. She had copies for the Board to look at. She needed everyone to sign the exemption from audit books after the meeting. She said there weren't any red flags or anything everything was normal.

100 Year Celebration Trustee Petty said the committee has had a couple of meetings and they've gone really well so far. He said they've got the basic out line of what they want to do that day.

He said they want to do a heritage celebration, start with a parade and do food for everyone and stuff like a horseshoe tournament, bingo, carnival games, fireman demos, pie baking contest, talent competition, a dance- there will be some really good sound equipment there from Gerald Steinsiek's son and he will do some dj-ing. The plan is to go from 9:30 to somewhere around 5pm, and then clean up afterwards. He said Gerald had met a guy that could feed people for \$5 a head (figuring for 300 people) this includes hot dogs or hamburgers and one side, this doesn't include drinks. Trustee Petty said he figured the Town would add another side, like potato salad, and then supply drinks like lemonade, tea, water and have water melon. Jeff Fike said he priced it out from Osborne's Supermarket and has a bid into stop and shop but hasn't gotten that back yet- its \$941 for food, plates, drinks- everything for 300 people. Trustee Petty said this is factoring in that somebody else- like maybe the firemen- would cook all the food.

Trustee Petty said other costs would be advertising and stuff from the party store, he said he doesn't have amounts for that but figured \$100 for prizes and candy. Face painting would be a little bit of a price. Clerk Hart said the lady she asked hasn't gotten back to her yet. Trustee Petty said he figured paying the day rate for someone to come up from Hugo to do snow cones. He said the Town doesn't want anybody to pay for anything, they want people to just show up and have a good time. The Board discussed the brass band playing throughout the day and playing a few period songs. Jeff Fike suggested getting a hold of the Arriba- Flagler School about Arriba's banners and trophies. Trustee Petty said he would do that before the next committee meeting.

Mayor Flores said the food needs to be nailed down- if someone is going to be contracted or the town doing it. Trustee Steinsiek mentioned getting a grant from Tourism Board. Clerk Hart said the tourism board meets the 3rd Thursday of every month. Trustee McCue said the important thing about the tourism board is they don't want to be the sole funding source for a project, so have a 50/50 match or 60/40. Trustee McCue said that an application will need to be filled out and presented to the Tourism Board. He said Arriba hasn't accessed any Tourism funds since

doing the Arriba signs several years ago. Clerk Hart said she would print out the application for Trustee Petty.

Trustee McCue said the celebration will go on the 'Our Journey' publication put out by ECCOG. Clerk Hart said the Heartland 4H club wants to help with the celebration. Trustee Steinsiek mentioned to not forget including the Lincoln County bookmobile.

There was discussion on getting someone for pictures, several local names were suggested, and Trustee Petty said he would talk to them.

Mayor Flores asked if the Board wanted to do a time capsule. The Board discussed what items would be put in it and where it would go. It was suggested to put it across from the one already in the park. There was brief discussion on how much the Board wanted to spend and what the capsule should be made out of but no decisions were made at this time. Trustee Petty said he would advertise the basic activities that will be done at the celebration. Clerk Hart suggested talking to April Huelskamp at Mile Saver to put some ads together.

April 3, 2018 Election Clerk Hart said she sent out the ballots today. She said the election judges are going to be Linda Brent, Doris King and Colleen Luft. She said there is a locked ballot box in the office for people to drop off their ballots or they can mail them.

Maintenance Report Mike Becker said that with Pat Parker leaving, and the deal with the sewer and trying to get the cattails to burn- he said he dug out the cattails where they're not supposed to be, where the water exits the plant but he wants to burn the cattails when he can.

Mike said that the north in town well motor went out and the motor had to be replaced. He had noticed the pressure on the water was gradually dropping. He said the north in town well meter wasn't working so he called Schall drilling from Burlington. He had thought the meter needed replaced but it was the well pump motor and a brass fitting that needed replaced. He said the well is 100 feet deep, there's 25 feet of water, and the well pump is like 8 feet in the water.

Clerks Report Clerk Hart asked the Board if the Town wanted to have a community wide garage sale this year. She said it's usually held the first Saturday in June. This year that would be June 2nd. The Board agreed to have a community Garage Sale on Saturday June 2nd.

Clerk Hart said the Town's received the annual contract with ECCOG for the senior citizen meals and out back express service. She said the Town's portion for this year is \$1,783 but that there is carry over from last year but the letter didn't say what the carryover was.

Clerk Hart said that last month Prosper Farms hauled a bunch of water for the fire south of Arriba, she asked if the Board was fine with 'donating' this water and not billing Prosper Farms for it. Trustee Steinsiek asked if it was their fire. Mayor Flores said yes, it was, but they do pay taxes in this area to the fire department and the fire department would have had to haul that water to the fire anyways. He said that when Prosper Farms has had a fire they have donated money to the different fire departments that respond.

Clerk Hart said that Eunice Burge wanted her to make it known to this Board- and the next Board- that the Museum contents belong to private owners, the contents do not belong to the Town of Arriba. There was discussion on creating a catalog of all the museum contents and who

they belong too. There was discussion on if the contents are covered under the Town's insurance, Clerk Hart said she would need to check into this.

Treasurers Report Everything looked good.

Trustees Report Trustee Petty said it was about time to start up the community garden, he said he has a ton of seeds let over from last year and he also has money left over from last year to use for peat moss and paint. He said he wanted to have the community garden painted when the rest of the park is painted, maybe advertise it and have some kids go in and do whatever they want. He said he hoped to come up with an easy to care for plan for the garden.

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 Lincoln County strategic plan was printed but it has some errors due to last minute changes to the CSU students that put together the graphics and photos. Also some edits didn't make it into the final plan, so he is in the process of getting the content fixed and then will have more printed out and have it on the website. He said the strategic plan needs more refining.

Trustee McCue said each town is going to get a sign that says 'Certified Small Business Community for Lincoln County'. He suggested hanging this on the Arriba business directory sign. He mentioned that there are few changes that need to be made on the Arriba business directory sign. He said the sign basically means that Lincoln County is a certified small business community which means that it has special funded efforts for a more robust small business development center outreach through the Colorado SBDC system. He said the James Russell is going to be working for 4 months for his office and will be doing small business outreach.

Trustee McCue said that Lincoln County has been asked to host the Rural Philanthropy days in 2020, so he will begin working on that. He explained that there will be about 12 to 15 different foundations that will come out to that.

He said it looks like Limon will be part of 'Petal the Plains' which will bring about 1000 cyclists in sometime in September.

Mayors Report Mayor Flores said there are new smoke detectors that are dual smoke and co2 detectors with a long life battery, they're about \$50 a piece, he's talked to the fire department to see if they would pay for 1/3 to provide for the town (residents) if the Town is willing to pay for 1/3 then the detectors could be offered to Arriba residents for a 1/3 of the original cost. The Board said that would be a great idea but would like to see the total cost of what this would be. Mayor Flores said he knows other towns offer batteries at half price for smoke detectors and it's just a good thing to do because then you know every house has a smoke/co2 detector. He said he's still working with the ISO on bringing the insurance rating down in town and in the district. Trustee McCue said he picked up in the ISO meeting that they are looking for community initiated stuff, like education or programs, town ordinances, etc.

Adjournment Trustee Petty moved to adjourn the meeting, Trustee McCue seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 9:32pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

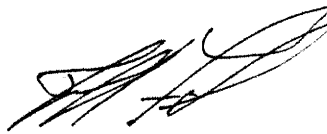


Mayor Alex Flores

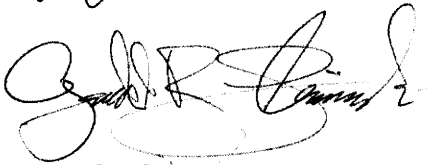
Approved by the Board on: 5-14-18

Town of Arriba
Board of Trustees Regular Meeting
Monday, March 12, 2018
7:45pm

Sign In Sheet

Marcella Fournier 









Jay Spurling

Lincoln County EDC – Executive Director Report

March 12, 2018

- I. **Lincoln County –**
 - A. Genoa laydown yard work with Land Use office
 - B. Corresponding with LCHCC marketing and outreach plans
 - C. Hosting early conversations for 2020 Rural Philanthropy Days event
- I. **Arriba –**
 - A. Leisure Pines continued compliance and former director bond filing
 - B. Assisting with Firehouse expansion funding
 - C. Active SBDC Client #730 – facility equipment expansion
- II. **Genoa –**
 - A. Met with See Six States, LLC on 2/23, completed historical assessment
 - B. Attended 2/22 board meeting, delivered CSBC sign
- III. **Hugo –**
 - A. 4 business retention visits (Lincoln Community Hospital/Care Center, K.C. Electric, Eastern Slope Rural Telephone, The Hugo Inn, FNB Hugo)
 - B. Attended 3/6 working meeting for Hotel RFP reworking
 - C. Active SBDC Project #732 – business expansion
- IV. **Limon –**
 - A. 10 business retention visits (Eastern Colorado Bank, Pronghorn/Ace Hardware, Hoffman Drug/True Value, Poudre Bay Capital, Stop & Shop, Golden China, Trans-West Dodge, Gordon Insurance, ECVS, Love Funeral Home)
 - B. 9 Active SBDC clients
 - 1. Project #707 – New recreational venue start-up
 - 2. Project #704 – Recycling expansion
 - 3. Project #728 – Auto trade start-up
 - 4. Project #715 – Hotel project
 - 5. Project #720– Warehouse/distribution concern
 - 6. Project #701– Movie scripts startup
 - 7. Project #702 – Manufacturing/distribution startup
 - 8. Project #709 – Coffee and recreation venue
 - 9. Project #722 – Restaurant marketing
 - C. Participating in Grand Plan process, attended trails/signage meeting on 3/6
- V. **Karval –**
 - A. Made outreach efforts to Blue Cliff Pheasants, referred by Rocky Ford SBDC
 - B. Identifying foundations for restroom build-out for community building, working with Frances Maskus, preparing to apply to Colorado-based foundation
- VI. **Small Business Development Center (SBDC) Activities**
 - A. Hosted director for one-half day visitation 3/7
 - B. Participating in online staff meetings, 3/12 most recent one
 - C. Picked up 3' by 6' exterior CSBC signs for community placement

- D. Hiring James Russell 3/26 for needed CSBC Grant compliance impact
- VII. **Your Community Foundation**
 - A. Signed Historical Assessment contract paperwork to initiate assessment process for Lincoln Theatre
 - B. Getting new pass-through organizational interest
- VIII. **Americorps/VISTA**
 - A. Strategic Plan working draft printed
 - B. VISTA, Year 2 position undergoing interview process now, little turnout of candidates
- IX. **Conferences/Training –**
 - A. Attended Colorado State Deliberation event 3/9 at NJC – Sterling with NERPD
 - B. Hosted EDC regional meeting in Limon on 2/22, included Sen. Gardner staff for Q & A
 - C. Attending EDC regional planning meeting with OEDIT in Denver on 3/29