

**TOWN OF ARRIBA
BOARD OF TRUSTEES MEETING
Monday, April 9, 2018
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

Call to Order Mayor Alex Flores called the meeting to order at 7:46. Roll call for the Arriba Town Board was read and those answering were Carolyn Steinsiek, Jack Petty, Bob Rush, Tom Rush and Troy McCue. Leigh Anna Andersen was absent.

Pledge of Allegiance was led by Trustee Jack Petty.

Public Audience included: Gerald Steinsiek, Larry Kitzel, Alex Flores Jr., Derrick Dean, Courtney Dean, and Jeff Fike.

Approval of Agenda Mayor Flores said that ‘Summer Help’ needs to be added under New Business. Trustee McCue moved to approve the Agenda as amended. Trustee Steinsiek seconded and the motion passed unanimously.

Approval of Minutes Trustee Bob Rush moved to approve the minutes from the February 9th Regular Meeting. Trustee McCue seconded and the motion passed unanimously.

Approval of Account Receivable and Payable

Clerk Hart said that Work Force Inc was for the sewer line cleaning. She said the Town of Arriba check was for petty cash, the check to Brimar Industries was for the bust stop signs. Clerk Hart said the \$40 donation was from Linda Brent for Easter egg hunt prizes.

Trustee Petty moved to approve the Receivables and Payables for March. Trustee Steinseik seconded. Trustees Tom Rush, Bob Rush, Jack Petty and Caroline Steinsiek voted yes. Trustee McCue abstained. The motion passed.

Approval of Bills

Clerk Hart said that the CWRPDA is the biannual water loan payment. Mike Becker noted that the Nichols Electric bill was for the in-town well.

Trustee McCue moved to approve the April bills for payment. Trustee Petty seconded. The motion passed unanimously.

Election Results

Clerk Hart said that the five trustee candidates with the most votes were Bob Rush with 74, Troy McCue with 68, Derrick Dean with 63, Carolyn Steinsiek with 61, and Jack Petty with 55. She said the top three will get 4 year terms, and Carolyn and Jack will get the 2 year terms.

She said Alex Flores won mayor with 41 votes, he'll have a 4 year term.

The sales tax question failed with 52 votes no and 40 yes. There were no spoiled ballots.

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The Board discussed the poor voter turnout across Lincoln County. Limon had a sales tax question also that is losing by 4 votes and they're waiting for 5 oversea votes before the count is official.

Clerk Hart said at the last count Arriba had 152 voters, she mailed and gave out 135 ballots and 95 of those ballots were voted.

The Board discussed feedback for the sales tax. Trustee McCue said he heard that to have the sales tax be successful the Town needed to tie the sales tax revenue to a really big need, such as street improvements. It was noted that people were confused by the legal verbiage of the sales tax question. Mayor Flores there wasn't enough public input. Trustee Steinsiek said she would like to see more discussion on the sales tax and have it on the ballot again in 2 years. Trustee McCue said Genoa's sales tax failed also.

Clerk Hart said the new board will be sworn in at the next meeting on May 14th. At that time the Board will appoint the mayor pro-tem, town attorney, municipal judge, and town clerk. Clerk Hart said she was meeting with Charlotte Smithburg tomorrow to do the canvass which is going over all the numbers one more time.

Water and Wastewater Operator

Trustee McCue said the meeting with Ernie went good, he's a nice guy and very knowledgeable. He said Ernie had suggestions to help Mike cut down on his time out at the wastewater and to help cut down on the wastewater electric bill. The Town will be paying Ernie \$1000 a month, he'll come out as often as needed. Trustee Bob Rush asked if Ernie would attend a few Board meetings so the rest of the Board could meet him. Clerk Hart said she has Ernie's contract and he signed it on March 24th, the Town has not signed the contract yet. Pat Parker's last day for the Town was March 31st.

Clerk Hart said there is a rate sheet in the contract that lists extra items such as consulting, laboratory sampling, and data management. Clerk Hart wondered if this was extra. Trustee Bob Rush asked if the \$1000 a month was contingent upon what Ernie does. Mayor Flores said they talked about Mike getting his license and then Ernie would be cut down to half or less. It was noted that the contract term is one year, 30 days needs to be given before renewal/nonrenewal. Mike Becker said that his wastewater testing is in June. He wasn't sure when he would take the water test.

There was brief discussion on if one guy could handle being the maintenance position and water/wastewater operator.

The Board discussed revisiting the contract and the town's situation in January 2019.

Trustee McCue moved to accept the contract with Ernie Espinosa and revisit it and the town's situation in January 2019 before the contract automatically renews. Trustee Steinsiek seconded and the motion passed unanimously.

100 Year Celebration Trustee Petty said the committee meets again on April 16th at 7:00pm. He said that they have confirmed that Michael Mack, from Flagler, will cook the meal and will serve a side instead of serving canned soda. He's got a lot of his own supplies, but Trustee Petty will find out what the Town will need to provide for the meal.

Trustee Petty asked the Board if it was okay for businesses to sponsor certain things such as bouncy houses, obstacle courses, dunking booth, and fireworks. The Board agreed that if businesses wanted to sponsor certain games or events that was fine, signs could be made to show which businesses sponsored what.

Mike Becker said he found the horse shoes for the horse shoe pits.

There was discussion about finding someone to give hay rides, possibly using a tractor and trailer, it was suggested to talk to Prosper Farms. There was discussion about finding small hay bales, Trustee Petty said he had a name for someone in Hugo that can supply hay bales.

Trustee Petty said the Town did received a \$1000 grant from the Tourism Board. Trustee Steinsiek said to make sure a sign is made for this as well.

Trustee McCue said that the celebration would be on the ECCOG 'Our Journey' promotional material.

Trustee Petty said that Marie Daniel sent out invites to alumni and has been getting a lot of rsvp's back, about 90 people have rsvp'd so far out of almost 300. He thought that 100 people could be added to the food count so that the Town wouldn't need to worry about having enough food.

Trustee Petty said that Huelskamp's will be doing the snow cones. Clerk Hart said the Huelskamp's won't be around for the celebration but would let the Heartland 4H club run the snow cone machine. Clerk Hart said the Heartland 4H club can also help serve and / or clean up. She said the LNO ladies also want to help put on some games.

It was discussed that bunting and decorations would need to be purchased. The Board discussed which colors to use, the Board agreed to use Arriba Aces colors of purple and white.

The Town got a quote from Talbert Tree Service to trim the trees in the park for \$3,710.00. There was brief discussion about how this really needed to be done and this wasn't such a bad price.

Trustee Petty said that he talked with a few people about doing a beer garden and was told its super easy to do. It was suggested to use the group who puts on the beer garden for Limon Hub days.

Trustee Petty said that Hugo has liquor laws but Arriba would have to default to State laws. There was discussion on how the Beer Garden was handled at the Hugo Fall Festival and how Arriba could limit the amount of drinks served and limit the drinking to a certain area of the park.

Trustee Petty said he also talked to a guy with Colorado Brewery Association about using a specific brewery and locally grown wheat and make a local grown beer to serve at the celebration.

Clerk Hart said if the Town wants to serve alcohol the planning committee needs to submit an application or if you get an outside person that will be handling it they will need to submit an application, decide what your rules are going to be, decide where you're going to serve and what area drinking will be contained to. The Town Board could then send that application to the state

for approval but it might take a couple of months or the Board can make a motion that establishes the Town Board as the local licensing authority where the Board would review the application and schedule a hearing and if there are no negative comments or protests the Board can waive the hearing and approve the application.

The Board discussed limiting drinks to 2 or 3 maximum and discussed getting private labeled beer if it doesn't work to brew some from local wheat.

There was discussion on if there will be a cleanup day before the celebration. The Board discussed holding the community cleanup the weekend before the free dump day at the Lincoln County landfill.

Establish Local Licensing Authority Trustee Petty moved to make the Town of Arriba Board of Trustees the local licensing authority for events. Trustee Steinsiek seconded and the motion passed unanimously.

Summer Help The Board discussed hiring a couple of high school kids to help Mike for the summer. Mike Becker said he hasn't found anyone that wants to help. The Board agreed to advertise in the paper. The Board agreed that the minimum age should be 16. Clerk Hart thought the best thing would be to hire someone as a part-time seasonal employee.

Trustee McCue moved to allow Mike Becker to hire part-time summer help to be paid up to \$12 an hour for up to 15 hours a week. This for 3 months only, the Board can revisit the subject later if there is someone who would like to work into the fall. Trustee petty seconded and the motion passed unanimously. The Motion passed unanimously.

Mike Becker asked if the Board needed to approve anyone who comes in for an interview. The Board agreed that Board members should be notified on who it is and will get back to Mike within 24 hours.

Mike Becker said that he would most likely have the part-time person work at the park.

Maintenance Report Trustee Bob Rush said that reading through the contract with Ernie for water/wastewater operator, he said its \$1,000 a month but its state in the contract additional services will be charged on an hourly basis, and the Town will pay for all out-of-pocket costs incurred. The contract states the regular hours and over-time charge. Council meetings or other meetings will be billed as additional services. Trustee Bob Rush said the Board needs to read through the contract, he said it's probably a standard contract but the \$1000 a month may change depending on things. Mayor Flores said that Ernie knows that Town's on a small budget and said he would check with the Board before spending any money or doing anything.

Mike Becker said that he got the new lawn mower, it came with a bagging system but the bags aren't very big. He said Harvey Dumcum and Kayle Amen have made a bigger bagger that's pretty easy to handle.

Mike said that the electric bill at the sewer plant had gone down a lot and this was because a guy with Colorado Rural Water helped him set up a schedule to run the aerators that will be more energy efficient.

Mike said that there was a water main line leak out near the Rest Area. (This is the reason water

pressure was low for a few days.) He said he got it fixed, the water was shut off to everyone south of the interstate for about 5 hours (on Sunday). He thanked Alex for his help and noted that Jeff Fike and Jonathan Hart offered to help. He thanked Josie Hart for letting people know the water would be off. Mike said he did give Mitchell Abbott \$100 to help him. Trustee McCue moved to reimburse Mike Becker the \$100 that he paid Mitchell Abbott. Trustee Steinsiek seconded and the motion passed unanimously.

Mike Becker said that he had talked to Alex about Jeff Fike dumping trees and wood from the property he's cleaning up out at the tree dump, and they both had agreed it was a good thing. Mike said he went out there and saw that there was a lot of junk mixed up in it and so he got a hold of Fike and Fike took care of it right away. Jeff Fike apologized for dumping trash with the trees and wood. Mike said they didn't take any more out there and they went back and picked through it. He said that just like last time it will take time and volunteers to burn the tree pile down.

Jeff Fike showed the Board pictures of the property he just bought and is cleaning up (324 Colorado Ave) and asked if he could cut a drainage ditch on the west side of the property, he said he would put a culvert in. The Board agreed this was fine.

Clerks Report Clerk Hart asked the Board if they wanted to approve the tree trimming for \$3,710.00. The Board discussed if it could wait until the next Board meeting or if it should be approved now. Most of the Board agreed it should be approved now. Clerk Hart said it does state that the Town could save \$925 if the Town hauls off the debris. Trustee Bob Rush moved to hire Talbert to trim the trees in the park with the Town hauling off the debris. Trustee Steinsiek seconded. Motion died.

Mike Becker said that will be a lot to haul off. Mayor Flores said it might be worth the \$925 to have Talbert's haul off the debris. The Board discussed the pros and cons of this and also discussed having only half the trees trimmed then the rest trimmed later.

Clerk Hart said the quote does note that there may be more trees that need trimmed after the trees bud out. Mike Becker said that the quote covers about 80% of the trees in the park. Trustee Steinsiek said if there are more trees that need trimmed that is something that could be taken care of next year.

Trustee Bob Rush moved to hire Talbert Tree Service to trim trees in the park and haul them off for the \$3,710. Trustee Steinsiek seconded and the motion passed unanimously.

Clerk Hart said she wants to send out a newsletter to residents outlining the upcoming events and dates such as the community cleanup day, the yard sale, the dog clinic and the celebration. The Board agreed this was a great idea. Clerk Hart asked if there was anything else the Board wanted to include. Trustee Steinsiek asked if the Board should start addressing properties that need cleaned up. The Board agreed that a separate 'cleanup' letter could be sent out to all property owners along with a copy of the new ordinance (ordinance #143). There was discussion on picking a day for the community cleanup. The County hasn't picked a date yet for the free dump day at the County landfill. The Board discussed having people gather and pile the junk they want hauled off near their trash bins or something like that that is easily accessible. There was discussion on getting someone out to haul off scrap metal and coordinating the community

cleanup day with that. Clerk Hart suggested having the community cleanup day on May 5th which should give the Town and residents time to gather up trash and junk if the County's free dump day is later in May. The Board agreed with this.

Clerk Hart said that the Town received a letter from Eastern Colorado Veterinarian Services thanking the Town for providing funds to pay for the co-pay for the Colorado Pet Overpopulation program (pet spay-neuter program) during 2017-2018. They are also requesting the Town's continued support of the program in 2018-2019 and asks if the Town is going to renew its sponsorship of the \$20 copay for local low-income pet owners. Clerk Hart said last year the Town capped the sponsorship at \$200. She believed that all of that \$200 was used. Clerk Hart explained that this was for the low-income spay/neuter program for cats and dogs (called the Pet Overpopulation Program), families that are within the income limits can get their cats and dogs spayed and neutered by only paying the co-pay of \$20. If they live in Arriba the Town covers the co-pay so it is completely free for those people to have their pets fixed. The Town has supported this program for years. Trustee Petty moved to continue to sponsor the Pet Overpopulation Fund for 2018-2019 by paying the \$20 co-pay for Arriba residents, capping the sponsorship at \$200. Trustee Steinsiek seconded. Trustees Bob Rush, Tom Rush, Jack Petty and Carolyn Steinsiek voted yes. Trustee McCue abstained. The motion passed.

Clerk Hart said she had a quote from Nichols Electric for replacing the control box for the in-town wells. The quote states it will cost \$2,010.00. Clerk Hart asked if she could submit this quote to the Source Water Protection Grant to see if it would be covered under that. The Board agreed that this was a good idea.

Clerk Hart noted that this would be Tom Rush's last meeting and she thanked him for all that he has done for the Town.

Treasurers Report no report.

Trustees Report Trustee Bob Rush asked what the time frame for getting that burn pile taken care of was. He said that the first time that it can be burned the Town needs to get in there and burn it. The Board agreed with him.

Jeff Fike asked if his scrap metal guy could get the scrap from the brush pile, he also said he would take a load of plastic and other non-burnable things to the landfill. The Board agreed this was okay. Mike Becker said he would help load stuff.

Trustee Petty said he'd like to get the community garden painted and would like to get some linseed oil. He said he'd like to get as many kids involved as possible to help plant the garden. He said the garden could be planted any time after May 15th.

Trustee McCue mentioned that things were going well at Leisure Pines.

Trustee Steinsiek said that at the next meeting she would like Board members to talk about things they would like to accomplish.

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).

Trustee McCue said that James Russell has been focusing on the SBDC grant deadline. He said that James will be here until the beginning of August.

Trustee McCue said he's working on getting a housing needs study for Lincoln County done.

Trustee McCue discussed the lay down yard in Genoa.

He said the annual LCEDC meeting is on Wednesday at 7:00pm at the Limon community building.

He said there is a meeting for small business owners on the 24th that addresses employee turn-over.

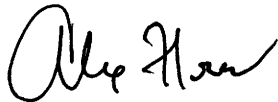
There was discussion on the need for housing and how many people travel to the city for work.

Mayors Report Mayor Flores said congratulations to the Board members getting elected/re-elected.

Adjournment Trustee Petty moved to adjourn the meeting, Trustee Steinsiek seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 9:37pm.

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, April 9, 2018
7:45pm

Sign In Sheet

Gerald Steinsiek

Deirdre Dean

Larry Fitzer

Alex Flores Jr.



Lincoln County EDC – Executive Director Report

April 9, 2018

- I. **Lincoln County –**
 - A. Working with Country Living Learning Center in planning
 - B. Corresponding with LCHCC marketing and outreach plans
 - C. Called on Trey James regarding tiny home project
- I. **Arriba –**
 - A. Leisure Pines MOR Report closed, starting waiting list
 - B. Assisting with Firehouse expansion funding, saw Cooper Clark and COOP awards
 - C. Active SBDC Client #730 – facility equipment expansion
 - D. SBDC sign installed on east end of town
 - E. Met with Kurt Kissman, owner of Compact Homes
- II. **Genoa --**
 - A. Working with See Six States on developing summer plans
 - B. Delivered SBDC sign, followed up on sales tax failure with mayor
- III. **Hugo –**
 - A. 4 business retention visits (Lincoln Community Hospital/Care Center, K.C. Electric, Eastern Slope Rural Telephone, Main Street Mama’s, Hugo Liquors)
 - B. Continued promotion and development of hotel RFP effort, largely online
 - C. Assisting with adopted Code decision and process
 - D. Active SBDC Project #732 – business expansion
- IV. **Limon –**
 - A. 10 business retention visits (Eastern Colorado Bank, Gordon Real Estate, Hoffman Drug/True Value, Poudre Bay Capital, Stop & Shop, Golden China, Trans-West Dodge, Gordon Insurance, ECVS, AHIMSA Coffee)
 - 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. Working with transitioning town staff – Kenny Davis, building inspector
- 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 Health Foundation

- VI. Small Business Development Center (SBDC) Activities**
 - A. Initiated James Russell as full-time, seasonal consultant on 3/26
 - B. Preparing 2nd quarter CSBC grant impact
 - C. Ordering additional-requested 3' by 6' CSBC road signs
 - D. Next 3 months will see 60 hours/week of SBDC impact to meet 6/30 deadline
 - E. Raejean Palko returned from death in family, delivering 20 hours/week workload
 - F. Hosting Employee Turnover/Workplace Health meeting on 4/24 at 2 p.m. at Limon Community Building
- VII. Your Community Foundation**
 - A. Met with consultant and History Colorado on 4/4 to review assessment process and timeline
 - B. Getting new pass-through organizational interest from Big Sandy Outdoor Adventures, signed agreement on 3/27
 - C. Dave Stone relinquished treasurer duties to Pat Vice as of 4/2/18
- VIII. Americorps/VISTA**
 - A. Strategic Plan corrections currently underway, looking for re-release
 - B. VISTA, Year 2 position being promoted, looking for 8/30 start date
- IX. Conferences/Training –**
 - A. Attended EDC regional planning meeting with OEDIT in Denver on 3/29
 - B. Supported continued training through Fred Pryor seminars for Raejean Palko, SBDC