

DRAFT

Arriba Town Hall

711 Front Street

Arriba CO 80804

TOWN OF ARRIBA

BOARD OF TRUSTEES MEETING

Monday April 11, 2016

Call to Order Mayor Alex Flores called the meeting to order at 7:30. Roll call for the Arriba Town Board was read and those answering were Troy McCue, Karen Kovar, Jody Schiffers, and Marcella Flores.

Pledge of Allegiance was led by Mayor Alex Flores.

Public Audience included: Larry Kitzel, Gerald & Carolyn Steinsiek, Jerry Norris, Jay Spurling, Michael Shirley, Tom Rush, Lindsey Michal, Jake Michal, Daine Halsey, Curt Price, Doug Reisman Leigh Anna Andersen, Ed E Shiffers, Coleen Luft, Ora Hughes, Keith Hughes, Bob Rush and Jeff Fike.

Ora Hughes said he wanted to congratulate the Board that was going out and the Board that was going in. He understands that the Town has lost another member of the Board (Caleb Brent) but as in the past the Board can handle it, the Board can decide who they want to appoint and he believes they have a month to debate that decision. He said the Board can either get someone who's been a past member or bring in another member, this is up to the Board and he's sure the Board will make a firm decision on that.

Curt Price said thank you to the Board for your service as delivered to the Town of the current needs.

Michael Shirley said that after the last snow storm he went up to the Town's brush pile and the wood pile was bare of snow. He said that means it's starting to decay and generate heat. He said we need to either have it chipped or something. He knew that with the burn ban on it might not be possible to burn the pile, but to offset the cost of a wood chipper the Town could advertise and sell the chips.

Curt Price asked if the Fire Department could get a practice permit to burn the fire. Mayor Flores said that might possibly work.

Michael Shirley said that his concern is if it's starting to generate heat from decay one of these days it's going to go boom and we'll have a heck of a fire.

Carolyn Steinsiek said congratulations to the new Board and thank you to this Board.

Doug Reisman said that at the last meeting the Board gave a deviance or ordinance by letting steers in the neighbor's yard. He said he'd like to see that revisited again. He said he had nothing against 4-H, but he does object against the modification of the ordinance. He wanted to suggest one of two possibilities, one take under consideration he's already been in contact with the university extension, they have some rules regarding this as well. He said But if you don't find it in this Board- he had thought the new Board was actually going to be here tonight to bring this up but since it's this Board really do listen this time with complete understanding of what it would be like to have steers in the back yard less than 15 feet away- just a short alley space, and there were other properties offered at the last meeting as alternatives and was immediately not considered and the deviation was passed as it was. He said he's asking the outgoing Board in all clear conscience please change that- use the other property, it was there and offered and would not affect them- him and his wife, who are on disability- in any way possible. He said he has to ask quickly- he's seen the fencing going up so he only has a couple of day before he has to make further communication with the extension of the university he just wanted to pass that along he hopes the Board sees it in their hearts to do the right thing and give it full consideration and not just dismiss it.

Jeff Fike said that he wanted to thank the existing Board and welcome the new Board it was quite a deal we had more people running then we had people at meetings when he started coming , now with this vacancy in regard to the open trustee seat everyone in town knew that Caleb was leaving and they knew or should have known prior to the election that they would have 5 seats to fill by election, regardless we did hold an election and the range was 57 at the high and 9 at the low and in 5th place to fill the vacancy was Tom Rush by the ballot that we all voted on and he would think that since the Board knew or should have known to include that on the ballot that should take place that that would be elected not appointed and since our election is a week old that that should be honored.

Approval of Agenda Trustee Schifferns moved to approve the agenda as written. Trustee Kovar seconded and the motion passed unanimously.

Approval of Minutes Trustee Kovar moved to approve the minutes from the March 14 Public Hearing and Regular Meeting as written. Trustee McCue seconded and the motion passed unanimously.

Approval of Account Receivable and Payable

Trustee Kovar moved to approve the Receivables and Payables for March. Trustee McCue seconded and the motion passed unanimously.

Swear in New Board Members Clerk Hart swore in the 4 new Board Members- Bob Rush, Keith Hughes, Lindsey Michal and Leigh Anna Andersen. At this time the old Board gave up their seats to the new Board.

Appointments:

Mayor Pro-Tem Trustee Michal nominated Trustee Troy McCue to serve as Mayor Pro-tem. Trustee Rush seconded. Mayor Flores asked if there were any other nominations. There were no other nominations. Trustee Rush moved to close nominations. Trustee

Michal seconded and the motion passed unanimously. Trustee Troy McCue will serve as Mayor Pro-Tem.

Clerk Trustee McCue moved to nominate Josie Hart for Town Clerk. Trustee Michal seconded and the motion passed unanimously.

Treasurer Clerk Hart said that Town Ordinance #11 states the duties of the treasurer and they are really tied in with the Clerk and Administrator duties. She said that the way Flagler does it is Doris King is the Clerk/Treasurer and Administrator, the Flagler Board usually appoints Doris King as the Clerk and Treasurer. Clerk Hart said that for Arriba the Board could still have Pam Koehn as a part-time office employee to look over the bank statements and reconciliation forms but she wouldn't hold the title of treasurer. Trustee McCue moved to nominate Josie Hart for the official title of Treasurer. Trustee Andersen seconded and the motion passed unanimously.

Attorney Clerk Hart said that Attorney Corey Hoffmann is very willing to serve as the Town of Arriba's attorney. He is stationed out of Denver. Trustee McCue explained that he does charge a little more than Stan Kimble. He explained that Stan Kimble fell ill in December and when he did he dropped a lot of work. He said that Stan Kimble was returning back to work but has not indicated he would be willing to pick up the Town of Arriba. Clerk Hart said that when she talked to Dianne Kimble, Stan's wife, they didn't think they would want to- they didn't think he was up for it, with everything going on. Trustee Rush moved to appoint Corey Hoffmann as the Town's Attorney. Trustee McCue seconded and the motion passed unanimously.

Open Trustee Seat Mayor Flores said it was his understanding that the Board had until the next meeting to fill the vacant seat. Trustee Andersen said that she would like to see Jody Schiffers come back. She said that having Tom Rush on the Board with Bob Rush on as well was a conflict of interest. She said that the Board has run across this problem before and to avoid that go with someone else. Trustee Rush said that he didn't think they should appoint anyone at the moment because if you go off the Town Election votes if they would have wanted somebody in they would have voted them higher. Clerk Hart said that the State Statutes do not require the Board to advertise the vacant position. There is only the requirement of filling the position within 60 days from the time of resignation.

Trustee Hughes said he would like to bring Jody Schiffers back.

Mayor Flores asked Jody Schiffers if she would be willing to come back to the Board. She said that she would. Mayor Flores said that Tom Rush was willing to come on the Board too.

Trustee Michal said that she was torn because she does feel the people did say that they wanted Tom Rush next in line, but she wondered if there was a possibility of a conflict of interest having two family members on the Board. She said they do live in two different households.

Trustee Rush said that he had served on the Town Board when Tom Rush was an employee of the Town, and there had been no issues with conflicts of interest during that time.

Trustee Andersen said she'd like to table this issue until the next meeting.

Municipal Judge Trustee McCue said that both individuals that he had talked to about serving as the municipal judge had decided they would not do it. He said that his suggestion was that the Board find someone who serves as municipal judge in other Town's. He suggested contracting the lady that serves as the municipal judge for the Town of Hugo.

Clerk Hart said that she has talked to her and she charges around \$450 per court session. Trustee Rush moved to table appointing a municipal judge until the next meeting. Trustee Michal seconded and the motion passed unanimously.

Trustee McCue said that the qualifications to be a municipal judge is to have a bachelor's degree, it does not have to be a bachelor's degree in any certain thing. The person would probably need to be a registered voter. Trustee McCue said that Clerk Hart could find out for sure what the requirements are and possibly get a list on the website.

Approval of Bills

Trustee Rush asked what the remaining balance was on the water loan. Clerk Hart said she would have to check. Trustee McCue said that the payment was for the loan the Town received in 2010. He thought that it was a 25 year loan.

Trustee McCue moved to approve the April bills for payment. Trustee Andersen seconded and the motion passed unanimously.

Maintenance Report

Leroy King had a written report of what he has worked on the past month (by mention the report is a part of these minutes).

Leroy King said that Pat Parker suggested getting a surge protector for out at the wastewater plant. He said that prices start at \$1,000. Leroy King said that the flow meter is a \$5000 meter so it would definitely be worth the cost.

Clerk Hart said that Pat Parker had said that the surge protector would cover everything out at the wastewater plant. He had said that all of his other towns have one.

Clerks Report

Clerk Hart said that free dump day at the Lincoln County landfill would be April 30th, alternate date is May 7th.

Clerk Hart said at the last meeting Jay Spurling had stated that the email he received concerning the Marijuana Ordinance Hearing said that it started at 7:30. She said that she had the emails she had emailed out and it does say 7:00. She said she has the agenda that was attached to that email and it clearly says 7:00 on it. Also, the hearing notice was published in the Limon Leader on January 13th, it was posted at 3 places around town, and it was posted on the website at least 3 weeks before the hearing. Clerk Hart asked the Board if they saw a way to get the word out more about meetings. Mayor Flores said that he didn't see anything else that should be done.

Clerk Hart said that the Board needed to decide who would take Caleb Brent's place for signing checks and being on the signature cards at the bank. She explained that the Town's checks require 2 signatures, and that they usually have 4 people on the signature cards. Right now it is Mayor Flores, Trustee McCue and Clerk Hart.

Mayor Flores suggested waiting to decide on this until the 5th Board position is filled.

Clerk Hart asked if the Board wanted her to advertise for the trustee position or municipal judge. The Board agreed that it was unnecessary and not required to advertise for the trustee or municipal judge.

Treasurer's Report / Bank Statements Trustee McCue explained the bank statement report from Pam Koehn. He said these were all the Town's bank account statements and reconciliation forms for each account. Pam Koehn goes through every transaction and the account balances, she notes any discrepancies on the report. He said that Pam Koehn

gives the report to a trustee to bring to a board meeting.
Everything looked good for this report.

Trustees Report Trustee Michal said that she had talked with local towns and what they do with new trustees. She said CML will be having their annual training she's still trying to get some information on- but it should be coming up shortly- she thought it would be good for the four new trustees to go to. She said it's a one day thing up in Denver. There is also the annual CML meeting in June that would be good for the Board to attend. Clerk Hart said that she thought there was a CML event coming to Limon soon. She said she would get more information on it. She said that CIRSA is coming to Hugo and will be doing a presentation on June 13, 5:30-6:30. Clerk Hart said that she would get copies of CIRSA's training video for trustees.

Trustee Michal said thanks to the public for your vote and support.

Doug Reisman said that what Clerk Hart had addressed concerning Jay Spurling was the second time that a question from a previous meeting had been answered. He suggested that the new Board put an item on the Agenda to take 5 minutes and answer questions from previous meetings.

Trustee McCue said that he was looking forward to serving with the new Board members.

Trustee Rush said thanks to everyone for the votes. He hopes his experience will be beneficial to the Town and the Board.

Trustee Hughes said thanks to everyone for the votes.

LCEDC Report Trustee McCue said he had his report and it shows what's going on and what he has done community by community. He explained that all the communities in Lincoln County pay LCEDC at a voluntary participation rate of \$8 per capita. The County matches that with \$8 per capita so that for those people living in towns they have a two sided representation for all those folks that live in unincorporated parts of Lincoln County. He said that Lincoln County Economic Development is a non-profit organization, they're a mix of public and private dollars and he is the sole staff person on the payroll. He said LCEDC does have very active Board members and a treasurer that does all of the accounting and financials, handles payroll and pays bills, the Board of course meets once a month to approve everything. He said that LCEDC also goes through an audit procedure where they have the books looked at and audited to make sure everything complies, because you can't keep your 501c3 license if you don't do that. He explained that a 501c3 license is a designation by the federal government that says you are a non-profit and you are there to serve the public and other non-profits with your activities. He said LCEDC's main goal is to support business and help to create jobs, there is business retention which is trying to keep jobs in the county and trying to help existing business economically garden- which is increase their economy, add product

lines, expand their shops- so they can bring more commerce and bring more jobs to the county. He said then there's job attraction and business attraction which is trying to help towns and areas developed so that outside business can come in and bring jobs with it as

well. He said job retention and job creation ties in to all kinds of everything else that we do here at the county that includes heritage and tourism transportation housing workforce- all of it- and it's all intermixed. He said the he's had the job a little over a year now. He's had a chance to get around the county and call on many businesses and talk to lots and lots of folks. He said he's really to the phase now of what do we want to do in Lincoln County for our future- what is it we want for Arriba. What is it we want for Genoa? What is it we want for Hugo? He said that Limon went ahead and did their own, very expensive, 14 month study called the Comprehensive Planning study. It identifies everything they would like to do for the Town of Limon.

Trustee McCue said that what he'd like to do is piggy pack on some of their work so that we can also see what we want to do with the rest of Lincoln County. He said that he would like to have an action meeting after the new trustee is appointed to talk about the goals for Arriba. He said that Arriba set out some general goals with the CEDS plan through East Central Council of Governments that went into the State. ECCOG is also invested in economic development but they are a little different organization then LCEDC, LCEDC is just for Lincoln County, ECCOG covers four counties, so we try to work together with them. Trustee McCue said Prairie Development Corporation helps fund his activities in the small business developer where he councils one on one with small businesses. He explained how helps small businesses get started by doing cash flow analysis, helps with where to apply for money, if they can get a loan. The hours spent on things like that gets invoiced to the SBDC and part of that money comes from Prairie Development Corporation. He said that they are all interconnected and they are all doing what they can to help the economy in Lincoln County.

Trustee McCue said that he would be bringing an LCEDC report to future meetings of what is going on community by community including Karval, even though Karval is not incorporated. He said that Karval is really pushing for a lot of things for their school, and a research station to help keep endangered species in check.

He said that the Board does need to sit down and talk about the vision for Arriba. He said that he would like to see a strategic plan that includes other towns and that LCEDC can make the cost very low.

Trustee Rush asked how this would be different than a study that had been done several years ago.

Trustee McCue said that Lincoln County had contracted with someone to do an assessment of the county. He said that in about 2008, or 2009, LCEDC did not have very much funding and the director position went from full time to part time and was contracted out and then it got discontinued, so they hired a lady that put together a report. Trustee McCue said that he could use that report in the new strategic plan. He said that after that they were able to put together a job description for an LCEDC director and was able to hire someone. He said that he eventually applied for the job when the position became available again.

Trustee Rush said that a concern he hears is that Limon is getting everything and Arriba is getting nothing from their investment.

Trustee McCue said Arriba does have potential.

Jeff Fike asked what the number is of folks that come off the highway to the rest area.

Trustee McCue said that there is a program called Otis that is online and can track traffic for Arriba's mile marker, 383.

Trustee Rush said that traffic counters at the Rest Area on a peak summer day was around 2400.

Trustee McCue said that the rest stop does sit inside city limits, he said that if there could be something to develop there to bring sales tax dollars off of the highway in to Arriba. He said he doesn't want to burden Arriba residents with more taxes- let's see what Arriba could gain from outside the area.

Trustee McCue says that sometimes he's late to Arriba Board meetings because he has to give his LCEDC report to Hugo at their town meetings.

Mayors Report Mayor Flores said that the Town needs to buy a surge protector for the wastewater plant. Prices start at \$1000. He said that the Town has had problems with electric surges in the past and with lightening season here it would be a good thing to do. Leroy King said that he will talk to Shideler Electric and get several price estimate options by the next meeting.

Mayor Flores said don't forget about the free dump day at the Lincoln County landfill on Saturday, April 30th.

Adjournment Trustee McCue moved to adjourn the meeting, Trustee Andersen seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 8:29pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

Mayor Alex Flores

Approved by the Board on:

Town of Arriba
Board of Trustees Regular Meeting
Monday, April 11, 2016
7:30pm

Sign In Sheet

Al Fish

Jay Spurling

Gerald & Carolyn Stansvik

Ira C Hughes

Jerry N Horris

Diane Raloff

Keith Wray

Bob Rugh

John Rugh

Bob Rugh

Jensby Michal

Joseph Anna Andersen

Ed P. Schuffman

Colleen Luft