

**TOWN OF ARRIBA
BOARD OF TRUSTEES REGULAR MEETING
Monday, March 10, 2014
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

Call to Order

Mayor Pro-Tem 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, Josie Hart, Jody Schifferns, Bob Rush and Tyler Andersen. Ted Grundmeier was absent.

Pledge of Allegiance was led by Tyler Andersen.

Public Audience included Mike Koehn, Leroy King, Ed E. Schifferns, Rod Child, Diane Child, Marcella Flores, Todd Simon with Work Force Inc and Bob Schoonover. Mike Koehn said he had items to discuss on the SIPA website and the Town ordinance enforcement.

Bob Schoonover said that he was concerned about the new trash service that is in Town owned by Caleb Brent. This business is set up within several feet of the Town wells; there is an open trailer, a couple trash cans and a dumpster where trash customers can dump their trash. The concern was that hazardous material would be dumped at this sight and contaminate the Town's well. There were also concerns about the trash attracting animal and bugs and the trash smelling. The Board agreed that Caleb Brent should come to a meeting so these concerns can be voiced to him.

Bob Schoonover explained that his sewer had backed up several days ago. He had talked to Tom Rush about it and at the time Tom Rush didn't think it was a main line plug. Bob Schoonover had someone come out and dig up his sewer lines but the plug ended up being in the Town sewer line. Bob Schoonover asked if the Town could pay his bill from this. The Board agreed that this bill would be turned into the Town's insurance.

Tom Rush explained that Todd Simon had come out and cleaned the Town's main sewer line where the plug was, and that Todd Simon had a proposal for the Town concerning the maintenance of the Town's main sewer lines.

Marcella Flores gave the Board a letter that she said she wanted them to read and address.

Approval of Agenda Trustee Schifferns moved to add the SIPA website and Ordinance Enforcement under Unfinished Business, and to add Sewer Lines as New Business but to move that up before Unfinished Business and to approve the agenda as Amended. Trustee Hart seconded and the motion passed.

Approval of the Minutes Trustee McCue moved to approve the minutes from the February 10th Regular meeting and the February 26th Action meeting. Trustee Hart seconded and the motion passed.

Approval of Accounts Receivable and Payable January & February

The Board reviewed the Receivables and Payables for January and February. Trustee Hart noted that 2 checks from the January report were repeated on the February report. Trustee McCue moved to approve the Receivables and Payables for January and February with the corrections Trustee Hart noted. Trustee Rush seconded and the motion passed.

Approval to Pay March Bills Trustee Schiffers asked if the Clerk's Bond would need to be changed to the new Town clerk when one is hired. It was explained that the bond can just be switched to the new Town clerk. Trustee McCue said that the Board needed to renew the Pet Overpopulation fund for spay/neuter co-pay. Clerk Bell said that this had been done. Trustee Hart said that Clerk Bell needs to notify the Pet Overpopulation fund that this had been renewed.

Trustee McCue moved to pay the March Bills, Trustee Hart seconded and the motion passed.

Todd Simon with Work Force Todd Simon explained that he had cleaned roots and rags from the sewer line that was plugged. He proposed a maintenance cleaning program for all the main sewer lines through Town. He suggested doing a 3rd of the Town each year which would cost about \$5,000 a year. He said that having this program in place will placate insurance companies. He said that he would map the sewer lines and man holes for this program.

The Board agreed that having this program would probably save the Town some money and would definitely help the Town with the insurance company.

Todd Simon explained to the Board how he cleans the lines.

Tom Rush stated that the sewer lines are 40 years old.

The Board agreed that the Town should implement this program and asked Todd Simon to start whenever he thought he could. Todd Simon said that he would start sometime in April, he said that he would start in the north-west corner of the Town.

Todd Simon said that anyone on the section that he will be cleaning should be notified.

The Board discussed having the whole Town done this year.

Trustee made a motion to have WFI start a cleaning program for the Town main sewer lines. Trustee Schiffers seconded and the motion passed.

Town Election Clerk Bell said that Linda McCue agreed to be an election Judge and that Linda Brent said that she could be one if the Town couldn't find anyone else. Clerk Bell said that she hadn't been able to contact Dea Smithburg or Sandy Collie. Trustee Hart suggested asking Charlotte Smithburg. It was stated that the judges would need to stay at

Town Hall from 7am to 7pm on Election Day.

SIPA Website Report Mike Koehn said that the website is online and that the bill pay online is all setup. He said that it was suggested that the Town should have the bill payport connected to a separate account and not to the Town's main account. The Board discussed this and decided that the Town would need to set up a new account for this. Mike Koehn said that the website is all functional now.

He said that he would like to see more information for Leisure Pines on the website. The website is colorado.gov/arriba.

Mike Koehn asked about listing the businesses. He said that he had listed the businesses from the Town sign but he wondered about other business not on the sign.

Mike Koehn told the Board about a grant from SIPA that the Town should apply for next year.

Mike Koehn said that there will be new software for the colroado.gov websites coming in the fall.

Mike Koehn said announcements will be able to be posted on the website.

Ordinance Enforcement Rod Child said that a white pit bull dog came into their yard and tore up a few yard items and killed one of their cats.

The Board discussed dogs that have been running loose in Town: a brindle pitbull, a white pitbull with a black butt and a small Pomeranian. The Board discussed what to do about these dogs. The Town has an ordinance for this but can't enforce it without a municipal judge. The Board told Clerk Bell to ask Larry Kitzel about being the municipal judge. Ed E. Schiffers commented that Dolle Lehrkamp might be willing to be the municipal judge again on a part-time basis.

The Board discussed the process of issuing a citation or ticket.

The Board agreed that as soon as the Town has a municipal judge the Town should issue citations for the 3 dogs that have been running loose.

The Board discussed the Town's dog pound which is in disrepair and does not offer protection from the weather.

Water Rate Increase The Board discussed raising the water rates. Electricity and natural gas rates have gone up as well as the Town's lab fees. The Board discussed raising the minimum water rate by \$1.50. The Town has not raised the water rates since 2010.

The Board discussed raising the rates a little bit every year.

Trustee Hart suggested reviewing proposed rates at the May meeting and setting a hearing for June so that the new rates could be effective in July.

The Board discussed replacing the water line to the out of Town wells. Trustee McCue told the Board that this is estimated to cost about \$12,500. Trustee McCue is still working on the specifics of this.

Maintenance Report Tom Rush said that nothing has been done for the sewer pond lining repair. Tom Rush is still waiting on Interstate Irrigation to come out. Tom Rush said that so far it has not caused problems with the effluent reporting but that it's been 6 months since it's been drained. He said that Pat Parker is concerned that this month's effluent report might be bad. The Board agreed that if Pat Parker thinks the Town needs to hire someone else to fix the sewer pond then that's what should be done. There was discussion on Mike Koehn's water usage. He has not received a credit on his account that had been approved last month. His water usage was a few thousand gallons over then what he thought was normal. He said that he compared it with last year's usage and it was definitely higher. The Board agreed that a credit needed to be issued to his account.

Clerks Report Clerk Bell said that she had a letter from HUB International that the Town needed to sign. She said the State needed an EFT for the Town so that CDOT could pay their water and sewer bills electronically. Clerk Bell said that QuickBooks payroll would be renewing in May. Clerk Bell said that she had a contract for the East Central Council of Governments for the senior meals and senior center and the total for 2014 is \$1,765.00. Clerk Bell said that the other day at the park a dog had gotten in to the trash and had spread it out all over the place. Cyril Rush had just gotten off the school bus and upon seeing the mess cleaned it all up. Clerk Bell asked the Board if the Town could send him a little gift of appreciation for this. The Board agreed that this was fine.

Treasurer's Report Treasurer Pam Koehn had submitted the Treasurer's report. No discrepancies had been found, all accounts looked good.

Trustees Report Trustee Schiffers said that there is a brochure of events in Eastern Colorado for the year and that she had given one to Karen Kovar so that the haunted house could be put in there. Trustee Schiffers asked if the Board wanted the dates of the Town yard sale put in there. The Board agreed to that. The Town yard sale will be June 21st starting at 9am. Trustee Schiffers told the Board that she had received a letter from the Lincoln County Tourism about an event they are holding and entities that attend the event will be preferential in receiving funding. Trustee McCue said that he would be attending the event and will be there to talk about the Town of Arriba and show what the Town has done with the money received from Lincoln County Tourism. He will also be talking about Lincoln County Economic Development. This event will be held on Thursday March 13th at 6pm at the High Plain Baptist Church. Trustee McCue gave an update on the Lincoln County Economic Development Corporation and said that LCEDC will be interviewing for a new director. Trustee McCue said that the Town just renewed their support for LCEDC and he appreciates that.

He feels that with a new director the Town will see more out of the LCEDC.
There was discussion on setting a Leisure Pines Board meeting.
Trustee Schiffers asked Clerk Bell if there have been applications for the Town Clerk position. Clerk Bell said that the Town has not received any.

Mayor Report Mayor Pro Tem Flores said that he wants to get the dog at large issue taken care of as soon as possible. He asked the Board if everyone was okay with having Larry Kitzel as the Town's municipal judge if he would to it. The Board was in agreement with this.

There was discussion on trapping the foxes in Town.

Trustee Hart made a motion to go into executive session to discuss the letter that Marcella Flores had brought in. Trustee Rush seconded and the motion passed. The public audience was excused and the Board went into Executive Session to discuss the letter.

Adjournment There being no further business to bring before the Board, Mayor Pro-Tem Flores adjourned the meeting.

Submitted by Josie Hart

Signed by

Approved by the Board on _____