

**TOWN OF ARRIBA**  
**BOARD OF TRUSTEES REGULAR MEETING**

**Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

**Monday, April 8, 2013**

**Call to Order** Troy McCue called the meeting to order at 7:30. Roll call for the Arriba Town Board was read and those answering were Bob Rush, Jody Schifferns, and Tyler Andersen. Alex Flores and Mayor Grundmeier were absent.

**Pledge of Allegiance** was led by Jody Schifferns

**Public Audience** Josie Hart was there because she was interested in the board vacancy

**Approval of Agenda** Trustee Rush moved to approve the agenda. Trustee Schifferns seconded and the motion passed.

**Approval of the Minutes** Trustee Schifferns commented that she really liked the longer detailed minutes. Trustee Schifferns moved to approve the March 8, Regular Meeting minutes, Trustee Andersen seconded and the motion passed.

**Approval of Accounts Receivable and Payable March** The Board reviewed the Accounts Receivables and Payables for March. Clerk Bell printed off the wrong report and so everything that had come in and how it was categorized was on this report. Comments on sewer sales and water tap fees were made, Clerk Bell stated that nothing out of the ordinary was on the report. Trustee Schifferns asked about the CNA insurance which was the clerks bond. Trustee Rush moved to accept the Accounts Receivable and Payable for March, Trustee Schifferns seconded and the motion passed.

**Approval to Pay March Bills** Clerk Bell stated that she had just received a bill from Glatfelter Insurance which is the towns property, auto and liability insurance, in the amount of \$3929.00 which would need to be added to the April bills. A discussion was started about personal property insurance and how much it had increased since last year. Which companies everyone uses was discussed in detail. And how much each of the board members were paying for insurance on personal property was discussed at length. The reason behind the increase was also discussed. Clerk Bell stated that Mountain View Electric had increased quite a bit. Josie Hart stated that she thought that was pretty typical. Trustee McCue stated that maybe Tom Rush should look into the reason of it being so high. Trustee McCue questioned whether the audit exemption was completely finished. Clerk Bell stated that it was, and the town had received a bill from Lauer, Zabo, and Assc. Also Clerk Bell stated that because the papers from the John Deere tractor that was purchased last May could not be located and because the loan agreement had been written in Iowa, there was a clause left out of the agreement and the CPA she had worked with had to put that money in a category of its own. A copy of the audit exemption was given to all the board members for their review. Trustee McCue stated that if the board wanted to change CPA, now would be a good time. A discussion followed, Josie Hart stated that they had been working with the current CPA since 2005 and the CPA had retained the records since then, inquiries to other towns was suggested. Trustee McCue asked if the meter reading auto gun was working better, Clerk Bell stated that the town had received a bill but that the gun had not been returned. Trustee McCue suggested that Sensus not be paid until the gun was returned and verified it was working. Trustee Andersen made a comment that the Glatfelter insurance seemed pretty high. Clerk Bell stated that a representative from Glatfelter had met with her and gone over the coverage quite extensively. Trustee Andersen moved to pay the April Bills excluding Sensus until the gun is received and Tom says it is working correctly then permission will be given to pay Sensus. Trustee Rush seconded and the motion passed. Trustee Andersen suggested that Sensus be contacted about the gun which Tom said that if he hadn't heard anything from Sensus in a day or to he would call.

**Ordinance #112** Trustee Schifferns stated that a letter needed to be sent to Jason Brent. Clerk Bell stated that a letter had been sent. Tom Rush stated that Jason Brent had been over there all day working on the property. Littlehorn was discussed and what kind of time frame had been given to him, which was May 31. Robin Tibbets boat and truck were discussed in detail. Trustee Rush suggested sending a letter to Robin Tibbets. Rebel Tech was discussed. They had called and will have the equipment removed way before the May 31 dead line. Rebeltech had also asked to remind the board that they were still paying a franchise fee of \$25 which does legally give them the right to leave the equipment in place. The legal process and sending certified letters was discussed and if that process would need to be started over, Trustee Schifferns suggested an action meeting, where all the board members go through town and then send out certified letters to the top 5 worst properties, Trustee Rush voiced concern that some property owners may feel picked on. Trustee McCue stated the need to focus on safety. Cindy Remero's property was discussed, the fact that she would be leaving town was discussed. Trustee

Schiffers questioned how other towns took care of their issues. Tom Rush stated that other town's ordinances and by laws may be written a little differently than ours. Trustee Schiffers voiced concern over Ron Rohns property especially with kids getting out of school soon. April 23<sup>rd</sup> was discussed as a date for an action meeting. Trustee Andersen questioned whether there was anything in the ordinance that would allow the board to clean up the property for the property owner. Trustee Rush stated that with a property like Rohns it should probably be a third party should be brought into take care of it. This issue will be discussed more at the April 23<sup>rd</sup> action meeting.

**Leisure Pines (LP) Refinancing** Trustee McCue informed the board that the first email that he had received had been a confirmation email from Donald Nunn, and it stated that he would be getting back to them shortly, he emailed 2 weeks later and asked the amounts of the operating and reserve account for LP which were \$341 for the operating account and \$2500 for the reserve. The offer from USDA will be that they will take half of the reserve, plus the \$5000 which will be \$6200. Trustee McCue commented on Diane Petty's dismay because she had wanted to use that for the new carpet. Trustee McCue stated that LP was now fully occupied. Trustee McCue asked the board if there was any objection with the offer from USDA. No one voiced immediate objection. Trustee Rush stated that it didn't seem like they were wanting big money. The LP funds were discussed. Trustee McCue stated that he would let Donald Nunn know the next day as to the board's decision. Trustee McCue read some of the voucher letter that the residents had received to the board. The letter informed the residents that foreclosure was in the works but did not inform the residents that there were negotiations going on, the letter went on to explain how much the voucher would be for, and that it would be available for one year, also that the residents would be put on a waiting list. Trustee Andersen asked if Trustee McCue had talked to Trustee Flores, Trustee McCue stated that he had and that he had not voiced any concern. Trustee McCue stated that the thing that would need to be remembered was that even though LP had full occupancy they would not see the money from HUD until probably August because there was such a back log, he continued to explain that even though there was a back log, if one of the residents moved then the town would continue to see that income for several months before it stopped. Trustee McCue stated that he would be talking to the members of the Board of Leisure Pines to make sure there were no objections to use the \$1200 from the LP reserve account to be included with the \$5000. If there were no objections, Trustee McCue stated that the next steps would be; a closing date would be picked, ordinance language would be obtained from Stan Kimble, a hearing for the ordinance would be set up and then it would be a done deal. Trustee Andersen asked if we had received a written confirmation from HUD stating that they would continue. Trustee McCue stated that "Yes" he had a written email from them saying that they wanted to continue with the Arriba project, and after the current contract expired they would be interested in a 20 yr contract. Steps to close on the property were discussed in detail. Trustee McCue stated that Trustee Flores had questioned him about management going forward. Harvey Dumcum and his position were discussed and there were several comments that he would be a very hard person to replace. Trustee McCue stated that they really wanted to keep

him on and not replace him any time soon, the Board agreed. Accounting from LP was discussed, Trustee McCue stated that as long as there was a packet from LP on Accounting every month that he would like to see the management stay the same, Trustee McCue stated that because Diane Petty had a working relationship with HUD and had a good knowledge of all the outgoing amounts it would be good for her to stay on. Trustee McCue asked the opinion of the other board members. Which there were no objections. Trustee McCue suggested that the LP account be added to Pam Koehn's review, as well as an increase in her pay, there was a discussion of what Pam Koehn's duties are and how it is a safety for the town so that no one can fraudulently handle the towns accounts, Trustee McCue then gave an example of how easy it could be to mishandle funds. How many accounts Pam Koehn currently reviews was discussed and how much to increase her pay was discussed at length, Trustee Rush agreed that was a good idea. How Pam delivers the report was also discussed. Trustee Andresen asked if the residents were informed about the negotiations. Trustee Schifferns stated that she believed that when the voucher letters were delivered that she thought they were informed by the mail carrier whom has been to several of the board meetings. The type of services that Arriba does not offer were discussed. The fact that the residents drive was voiced as a positive aspect of living in Arriba. Living conditions of the residents were discussed. The LP board meetings were discussed. Making the apartments energy efficient was discussed, the electric bill was discussed, updates, and energy audits were discussed, installing gas heat was discussed and decided that was not really a safe idea. There were no other comments or concerns to be addressed at this time.

**Board Vacancy** Trustee Schifferns nominated Josie Hart for the vacant Board Position, Trustee Andersen seconded there was no discussion, no objections and the motion passed. Josie Hart's term will expire 2016; Dolle LehrKamp will be contacted to swear in Josie at the action meeting on April 23. The Board looks forward to working with Josie Hart.

**Water Load Out** Tom Rush stated that Pat Parker did not foresee any problems, Trustee McCue questioned whether he thought they could measure right off the well, and Tom Rush said yes, there was a flow meter on the well, Trustee Rush stated that one company had called and wanted a set price quote and reminded the board that there was a \$1.00 trip fee applied to the stock water rates and asked if the board wanted to wave that fee. A discussion followed about the dirt that was across from the "tower". Tom Rush asked if we needed to get permission from Mike Luft, Trustee McCue questioned how many companies had requested water rates from the town. A discussion followed between Trustee Rush and Tom Rush on how many had requested the info. It was decided that 2 companies had. There was a detailed discussion on how long the project would last and how long the water would be needed, and when the project was supposed to start. Trustee Rush stated that one person he had talked to had quoted a usage of about 1 million gallons. Which calculated to about \$5000, a load out system on the out of town wells was discussed, Trustee McCue stated that he was working on a Cooper Clark Foundation grant and would be finishing the application soon. Tom Rush stated that Interstate

Irrigation would be calling back with a quote on trenching and pipe, Luke Shroeder would also be calling back with a price quote. A discussion followed on the Prosper Farm project, and how it would operate, what kind of storage, and what would be stored there. Trustee McCue stated that they should continue to work to get info for the load out. Tom Rush questioned if the town wanted to take one of the north wells and put a load out on it. Trustee McCue stated that if it would cost \$500 to get \$5000 out of it then sure that would be a good idea. Trustee Andersen questioned if Mike Luft should be contacted and written permission be given from him. Tom Rush also suggested this would be a good idea. Loading in town was also discussed. How the Load out on the out of town wells would be installed was discussed. How many loads that would be going out were discussed. The direction of the trucks was discussed. Trustee Rush stated that he believed that the bids for the project would be taken until the end of the week, and that it would be 2-3 weeks after that before anything would be decided on the project. Tom Rush didn't believe that there would be any change on pressure on Trustee Andersen's side of town. Trustee McCue said that he was in favor of installing the load out. Trustee Andersen said that he would talk to Mike Luft. Trustee Andersen questioned if the set up would be temporary or permanent. Tom Rush suggested that it only be a temporary set up to accommodate the road project.

**Maintenance Report** Tom Rush reported that he had installed the water tap for the Prosper farms located out by Tarado. Tom also reported that he had burned quite a bit of gas plowing snow. The cold weather and when the next snow fall would be coming were discussed. Tom stated that within the next month he will start on the Park bathroom, how it would be installed was discussed in detail, whether stainless steel or plastic had been used was discussed in detail. What method Tom would use to get the bathroom operating was discussed in detail. What kind of tank would be needed was discussed in detail. How often the tank would need to be pumped was discussed. The locks and doors were discussed, Trustee Rush suggested that hydraulic door closers be installed, because he stated that the doors are heavy and could be caught by the wind. Trustee Andersen voiced concern about kids getting fingers caught in the doors. Tom Rush suggested that the building just be used for storage. Trustee McCue stated that they were going to at least try to use it as a bathroom. Everyone started talking at once and I wasn't able to follow any of the comments. Electricity was discussed, Tom stated that it should be fairly easy to install. Trustee McCue thanked Tom for making sure the alleys were plowed, a discussion followed on the roads that were hit the worst in the last storm. Trustee Andersen questioned if Tom had purchased parts for the road grader, which Tom stated he had not. They made plans to get together on which parts would be needed at a later date.

**Clerks Report** Clerk Bell presented information on the CML conference in Vail that the Board had requested that she attend. Clerk Bell had made reservations at the Austria House Lodge on June 19-21, which would cost \$454 total, which she voiced concern about. She also presented a list of the classes that were being offered at the conference for the board to decide on and voiced concern about the cost of the entire conference. Minutes

Trustee McCue offered to look into a time share that he had inherited and see if he could get reservations cheaper. Clerk Bell also presented a letter from the Colorado Water Conservation Board requesting a flood plan ordinance. Tom Rush would check with Pat Parker to see what the town has in place. Clerk Bell presented the aged accounts report to the board and they were discussed in detail. The shut off notices were discussed in detail. The board requested that several accounts at least start making some kind of payments. There was a request of a return of a deposit from the owners of 115 Main St. The board all agreed that unless a receipt was produced that no refund would be made. The new owners had already made a deposit for service. Everyone started talking at once and I could not follow any of the comments. A discussion followed on the new owners of Stirwalts old place.

**Treasurer's Report** The Board agreed that the treasures report looked good. Pam Koehn will drop off the report that night or give it to Trustee Schifferns before the next meeting.

**Trustees Report** Trustee Schifferns reported that Eunice Burge will be attending a museum meeting in Burlington and wondered how much to pay for mileage. Trustee Schifferns reported that the representative for the tourism Board is April Hillscamp. Trustee Schifferns will be contacting her and requesting that she attend a board meeting every few months to inform the board of what is going on with the tourism in the area. The Board agreed this was a great idea. Trustee Schifferns reported that Ed Schifferns would like to be on this board. Trustee McCue reported on the Lincoln Theater and stated the project to raise money for the new equipment was going very well. The management of the theater was discussed in detail. The type of system and the cost of the system were discussed, Trustee Schifferns suggested that the town donate money to the theater, Trustee McCue stated that there will be a fund raiser for the theater on May 4<sup>th</sup>. The Your Community Foundation was discussed at length. Trustee Schifferns made a motion to donate \$100 to The Lincoln Theater. Trustee Andersen seconded and the motion passed. By the 3<sup>rd</sup> week in July the reel to reel videos will not be available. Trustee McCue stated that \$43,000 of the cost of the new equipment goes to the screen. The type of movies that will be playing and how well the new owners are doing was discussed. Updates that should be made were discussed. Different people on the theater board and their ideas to update the theater were discussed. The swamp cooler in the theater was discussed. The history of the theater was discussed. The roof on the theater was discussed. The owner of the theater was discussed.

**Mayor Report.** Mayor Grundmeier and Mayor Pro Tem Flores were both absent so there was no Mayors report.

**Adjournment** There being no further business to bring before the Board, Trustee Schifferns moved to adjourn the meeting, Trustee Andersen seconded. Trustee McCue adjourned the meeting at 9:45 p.m.

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Submitted by Steffanie Bell

Signed by \_\_\_\_\_

Approved by the Board on \_\_\_\_\_