

**TOWN OF ARRIBA
BOARD OF TRUSTEES REGULAR MEETING
Monday January 12, 2015
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

Call to Order

Mayor Flores called the meeting to order at 7:31. Roll call for the Arriba Town Board was read and those answering were Troy McCue, Karen Kovar, Jody Schifferns and Marcella Flores. Caleb Brent and Will Rowe were absent. Will Rowe attempted to attend the meeting via conference call but was unable to do so.

Pledge of Allegiance was led by Troy McCue.

Public Audience included: Harvey Dumcum. Harvey Dumcum wanted to know what the Board had found out concerning his sidewalk issue. Clerk Hart read section one of Town Ordinance #10 which states: *That sidewalks and curbs shall be constructed, reconstructed or repaired by the owner of the property abutting upon the same and at their expense as provided in this ordinance, within the Town of Arriba, whenever ordered by the Board of Trustees of the Town of Arriba, and shall be constructed of the character and material, on the location and grade and in the manner in this ordinance provided.*

Clerk Hart said that she had put it on ClerksList and there were some towns where it was the homeowner's responsibility to repair the sidewalk, but the majority had a cost share program in place where towns would contribute half of the costs for repair. Harvey Dumcum said that he had removed 2 sections and it was just those 2 sections that needed replaced. He said that he wouldn't do anything until spring. The Board agreed that the Town could do some cost share with Harvey.

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

Approval of Minutes Trustee McCue moved to approve the minutes of the December 8th public hearing and regular meeting. Trustee Schifferns seconded and the motion passed.

Approval of Accounts Receivable and Payable December The Board reviewed the receivables and payables. Trustee Schifferns asked what the checks to OCPO and Hach were for, Clerk Hart told her OCPO was for Leroy King's water operator certificate and the one to Hach was for a chlorine tester for the wastewater facility. Trustee Kovar moved to accept the December Receivable and Payable. Trustee McCue seconded and the motion passed.

Approval to Pay January Bills

The Board reviewed the bills. Trustee Kovar moved to approve the December bills, Trustee McCue seconded and the motion passed.

CIRSA Clerk Hart told the Board that the CIRSA quote for property/liability coverage is \$4,988. The Town is currently paying \$12,066. CIRSA's quote for Workmans Comp is \$2,545. The Town will pay \$2,603 in 2015 if they stay with Pinnacol Assurance for Workman's Comp. If the Town switched property/liability coverage and Workman's Comp to CIRSA the Town would save around \$7,136. Clerk Hart told the Board that the only thing she was concerned about was that the underwriter told her that sometimes with small towns the quote might come in low but when CIRSA sends someone out to evaluate the Town the premium doubles and sometimes triples. The underwriter said this was because CIRSA covers the total amount it would cost to replace or rebuild at the current materials and building price. She said that most often small towns don't have adequate coverage in their insurance policies. Clerk Hart said that she went over all the Town's buildings and equipment with the underwriter and felt that they had presented it accurately in the application. The only thing that might be an issue is that the pipestand information was not correct and was lower than what it needed to be. The Board discussed accepting the quote and moving coverage to CIRSA. Trustee Schifferns felt that even if the premium doubled based on the quote the cost would still be less than what the Town is paying now. Trustee Kovar was very concerned that the premium could triple. Trustee McCue moved to accept the quote from CIRSA and move both property and liability coverage and workman's compensation coverage to CIRSA providing that covering the pipestand at the corrected amount did not increase the quote by too much. Trustee Schifferns seconded and the motion passed.

Code Enforcement Clerk Hart had sent out certified letters to Monte Rand and Jim Littlehorn, she has not received the signature cards back. The Board agreed that it was likely they wouldn't be signing for the letters and that the letters would need to be delivered by the sheriff. The Board discussed Kenny Mills property and agreed that he should be sent a letter. There was brief discussion about Clint Rand's dogs, he only has one dog at this time.

Pet Overpopulation Fund Clerk Hart told the Board that last year the Board contributed \$200. Trustee McCue moved to renew sponsorship of the Pet Overpopulation Fund for \$200, Trustee Schifferns seconded and the motion passed.

Maintenance 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 is repairing the old cable shed behind Town Hall to use for storage, he estimated it would cost \$260 to repair the roof. The Board agreed that this was fine to do. Mayor Flores told the Board that according to Pat Parker the State is requiring the Town to get another flow meter at the wastewater plant. Not having a flow meter at each end of the system was listed as a violation on the State's wastewater facility inspection report. This flow meter will cost about \$3,776.

Clerks Report Clerk Hart told the Board that the Town only has to do an Exemption from Audit, she said that she received the agreement letter from Lauer, Szabo & Associates accounting firm and had signed it and is working on getting them all the information they need. Clerk Hart said that she had filed a lien on Ron Rohn's property in the amount of \$350 for the property cleanup, in December the Lincoln County Treasurer called her and said that the property was not in Ron's name but was in David and Terri Reynolds name. He recommended

pulling the lien and sending them a letter giving them a chance to pay the bill. Clerk Hart said that she sent them a letter stating that if they didn't pay the bill a lien would be placed on the property. David and Terri Reynolds sent the letter back with a note saying they had sold the property years ago. Clerk Hart asked the Board if she should go ahead and place a lien on the property under David and Terri Reynolds name. The Board agreed that's what she should do.

Treasurers Report All accounts looked good, no discrepancies had been found.

Trustees Report Trustee Schiffers asked about delinquent water accounts. Clerk Hart passed around the report for the Board to review. The delinquent accounts have to be paid by the 19th or the water service will be shut off.

There was discussion about how much the Town pays for the recycling bins, Clerk Hart thought it was about \$1,000 a year.

Trustee McCue said that he would try to schedule a Leisure Pines meeting on the 21st.

Trustee Kovar said that concerning Leisure Pines there was a complaint from the Post Office about a Leisure Pines resident throwing trash in her mailbox.

Trustee McCue said that the Lion's Club was looking for community services that they could do, Trustee Kovar suggested helping a resident purchase glasses.

Mayors Report Mayor Flores said that there will be an action meeting on Tuesday the 27th to meet with Lisa Nolder with LCEDC.

Adjournment. Trustee Kovar moved to adjourn the meeting, Trustee McCue seconded. Mayor Flores adjourned the meeting at 8:26pm.

Submitted by: Josie Hart

Signed by:

Approved by the Board on: February 9, 2015

MAINTANCE REPORT

- 12-9 Worked on street signs
 - Figured out which signs were needed
- 12-10 Estimateed how much spray and malathion would be needed next year
 - Took estimate of chemicals to Dollie
 - Took weekly chlorine and ph samples
- 12-11 Graded College and Lincoln streets
 - Transplanted volunteer evergreen trees to wastewater plant
- 12-12 Filled chlorine tank at wastewater plant
 - Order Clorox for wastewater plant
 - Watered transplanted trees
- 12-15 Plowed snow drift on College
 - Fixed hanger for street decoration
- 12-16 Worked on cleaning shop
 - Pat called about me taking samples in to Lakewood on the 22nd
- 12-17 Picked up battery, oil and filter for pickup
 - Took weekly chlorine and ph samples
 - Pat called, he will be out on Sunday the 21 to do wastewater samples and bring new chlorine meter. I will meet with him for a few minutes.
- 12-18 Went to Hugo and picked up candy and turkeys
 - Work on cleaning shop
- 12-19 Filled chlorine tank at wastewater plant
 - Changed oil and filter on pickup
- 12-22 Took samples to Lakewood lab
 - Called DPC Industries and ordered 4- 15 gallon containers of 10% sodium hypochloride
- 12-23 Plowed snow
 - Went to Flagler to pick up Clorox for wastewater plant
- 12-24 John from Parker Ag called, said he would pick up sludge on 30 of December
 - Raised the water level in the wet lands
 - Took weekly chlorine and ph samples
- 12-26 Hauled sludge outside of fence and pile it up for Parker Ag to pick up on the 30th
- 12-29 Filled chlorine tank at wastewater plant

MAINTANCE REPORT

- 12-30 Loaded sludge on Parker Ag truck
Plowed snow off streets
Called Pat and told him sludge had been hauled off
- 12-31 Turned off Cousins water
Moved snow off Pine street
- 1-2 Took Christmas tree down in park
Took street decorations down
- 1-5 Filled chlorine tank at wastewater plant
Plowed snow off streets
Pat called and wants pictures and measurements of bypass flume. Said he might have a meter for it.
- 1-6 Took pictures and measurements of bypass flume
Moved snow
- 1-7 Took weekly chlorine and ph samples
Work at wastewater plant
- 1-8 Went to Flagler to pick up Clorox and prices for roof on storage shed
- 1-9 Work on storage shed
- 1-~~10~~¹³ Filled chlorine tank at wastewater plant
Worked in shop