

**TOWN OF ARRIBA
BOARD OF TRUSTEES REGULAR MEETING
Monday June 9, 2014
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

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 Schifferns, Mike Koehn, Caleb Brent and Marcella Flores.

Pledge of Allegiance was led by Troy McCue.

Public Audience included: Rod & Dianne Child, Tom Cassady, Leroy King, Ted Grundmeier and Kay Willoughby. Rod Child asked the Board about having a fundraiser for the Town. Kay Willoughby volunteered to mow the park.

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

Approval of Minutes Trustee McCue moved to approve the minutes from the May 12 Regular meeting and the May 27 action meeting. Trustee Schifferns seconded and the motion passed.

Approval of Accounts Receivable and Payable May The Board reviewed the Receivables and Payables. Trustee Schifferns asked if the John Deere financial payment was for the mower and if it was the last payment. Clerk Hart said that it was for the mower but she didn't think it was the last payment. Trustee McCue asked how the payment to the Republican River Water Conservation District was figured. The Town is billed annually based on the total gallons allowed, the Town submits proof of the Town's actual usage and pays for that. Clerk Hart said that she used the well meter readings from last year to figure the usage. The Town only uses about 20% of what it is allocated. Trustee McCue moved to approve the Accounts Receivable and Payable for May. Trustee Schifferns seconded and the motion passed.

Approval to Pay June Bills The Board reviewed the June Bills. There was discussion on the bill from Interstate Irrigation for \$5,000. Interstate Irrigation had started repairs on the sewer plant but then did not finish it. After several calls from Pat Parker and Tom Rush they still did not come back to make repairs. The Town started having bad effluent readings and had to find another company to finish the repairs at the sewer plant. The Board agreed that this bill should not be paid at this time. Mayor Flores said that he would talk to Pat Parker about it.

Trustee McCue moved to approve the June Bills for payment excluding the bill from Interstate Irrigation for \$5,000. Trustee Schiffers seconded and the motion passed.

Trustee Schiffers commented about different option for the dogs tags. The Town spent about \$65 on the dog tags this year. The Town has to order 100 tags at a time and usually only uses around 20 a year.

Water Rate Increase Trustee McCue moved to adopt the proposed rates increases: decreasing the minimum in Town gallons from 5,000 to 4,000 and leaving the minimum rate at \$38.50, and changing the next tier to be 5,000 to 27,000 gallons. Increasing the Out of Town minimum water rate from \$36.00 to \$38.50. To increase the water tap fee from \$1,500 to \$2,000 and the sewer tap fee from \$1,500 to \$2,000.

Trustee Schiffers seconded and the motion passed.

Code Enforcement Mayor Flores said that he wanted the new maintenance man to be a huge part of the code enforcement by issuing citations and working under Mayor Flores who is the Code Enforcer. The Board discussed adding this and dog catcher on the Maintenance Job description.

There was discussion on getting the pound in working order. The roof needs fixed and the pen maybe fixed up to hold dogs in the winter.

There was discussion on how all dogs in Town should be licensed so if they run loose and get caught the owner can be notified.

Maintenance Position Clerk Hart told the Board that so far only one person had applied for the Maintenance position and that was Leroy King. The Board agreed to interview Leroy King tonight since all Board members were present.

The Board went into Executive Session to interview Leroy King.

The Board came out of Executive Session at 8:06.

The Board agreed that another item that should be added to the Maintenance Job Description is a written monthly report for the Board.

Mayor Flores told the Board that Tom Rush would still be doing some work for the Town such as maintaining the sewer plant, and water and sewer testing. He said that Bob Schoonover volunteered to gather the water and sewer samples for testing

There was discussion on the park grass, it needs mowed and sprayed for weeds. There was discussion on re-seeding the park grass.

Trustee McCue moved to pay Tom Rush \$12 per hour for part-time hours submitted upon approval by Mayor Flores. Trustee Brent seconded and the motion passed.

Trustee Schiffers said that Flagler overnights their water and sewer samples to the testing facility. If Arriba did this the sample would have to be mailed out of Limon. The cost of the

shipping was unknown. Mayor Flores said that he would talk to Pat Parker about the Town doing this.

Hiring Summer Help Clerk Hart told the Board that she had talked to the Workforce in Limon. She said that the way it works is the person has to be over 16 years of age and that person would have to fill out an application with Workforce then Workforce would contract with the Town to hire the person, Workforce would then pay the person for the work they did for the Town. Clerk Hart said that if the Town did hire kids they would be covered under the Town Liability Insurance and Workman's comp. If the kid is under 16 the Town would need to get the parents' consent.

Trustee Koehn said that kids would need to be 16 or older to operate any equipment. The Board agreed that maybe the Town should wait until next year to hire kids for the summer. There was discussion on who would mow the park until a maintenance man can be hired. Tom Rush won't be doing it since it takes too long and his hours for the Town will be limited. Mayor Flores said that he had a guy that would be mowing the park on the weekends for free. There was discussion on how long it takes to mow the park, Mayor Flores said that it takes 6-10 hours depending on how tall it is. There was discussion about the trash at the park. Normally Tom Rush would pick up the trash and dump it in the Town's dumpster.

Clerks Report Clerk Hart told the Board that she had found some time clocks starting at \$150 to \$300.

Clerk Hart told the Board that the Eastern Colorado Counsel of Local Governments bills the Town for the senior program, the Town is then supposed to bill The Arriba Senior group for half of the yearly fee. The Arriba Senior group did not receive a bill from the Town last year. Clerk Hart asked the Board what she should do about this. The Board agreed that the Senior group should be billed for last year.

Treasurers Report The Board reviewed the Treasurer's report. All accounts looked good. No discrepancies had been found.

There was discussion on a Leisure Pine bill that is pretty high but is slowly getting paid on. There was discussion on one of the units being cleaned up and will hopefully be rented out soon.

Trustees Report Trustee Brent asked why the Board dismissed the park grant without really looking into it. The Town was supposed to come up with a \$5,000 match- which the Town does not have. Also the Board was looking at raising the water rates and felt that at the time the Town could not afford the costs of a new park. Trustee Brent said that Cooper Clark and the Tourism Board is interested in giving money to towns for parks. Some of the Trustees agreed that if the Town could get grants for the Park equipment they would be for it. Clerk Hart asked if she could look into different grants and start the grant process. The Board agreed they were okay with this. Mayor Flores said he would like to see the park grass get taken cared of first.

Trustee Koehn was concerned about the high water bills that he and a few other residents had received. The Board agreed that this would have to wait until a new maintenance man was hired to get this figured out.

The new maintenance man could test the reading on the meter with the reading on the wand and do this for 2 months to see where the problem was.

Trustee Koehn asked if the dump site was getting cleaned up. Mayor Flores said that it still needed to be burned.

Trustee Schifferns said she was so glad that Josie Hart was back and she was very pleased with her work.

Trustee Kovar said that the Board needed to work on communication. She told Mayor Flores that his presentation at the Memorial Day service was very good.

Trustee McCue told the Board that the workforce in Limon had called him telling him that they were looking for someone to mow 315 Pine Street. Trustee McCue said that this was John Henderson's property. There was discussion on if John Henderson was even living in Arriba anymore, and how there had been 2 guys mowing his property a few days ago.

Trustee Brent asked about the church group that would be doing community service. Clerk Hart said that she had contacted the group with a list of things that could be done around town. They had said they would be in touch with the Town.

The Board agreed to have an action meeting on Tuesday, June 24 to go over the Personnel Policies and Procedures.

Mayors Report Mayor Flores said that Larry Kitzel wanted to do a concert in the park with his brass band. The Town could possibly provide hot dogs and hamburgers.

Mayor Flores said that he was concerned about the condition of the park grass.

Adjournment Trustee Kovar moved to adjourn the meeting, Trustee McCue seconded. Mayor Flores adjourned the meeting at 8:51pm.

Submitted by: Josie Hart

Signed by:

Approved by the Board on: July 14, 2014