

**DRAFT**

**TOWN OF ARRIBA  
BOARD OF TRUSTEES MEETING**

**Monday, November 9, 2015**

**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 Schiffers, Caleb Brent and Marcella Flores. Will Rowe was absent.

**Pledge of Allegiance** was led by Trustee Caleb Brent.

**Public Audience** included: Gerald & Carolyn Steinsiek, Ted Grundmeier, Jay Spurling, Maria Root, Lorie Spurling, Jerry Norris, Beverly Langley, Mike Becker, Doug Reisman, Lynn Francis, Tim Palfy, Leigh Anna Andersen, Jon Hart, Tom & Deanette Knight, Jeff Fike, Louise Skipper, Jake Michal, Dave Churchwell with KC Electric Association, Kevin Penny, and Jeff Cure.

Doug Reisman said that at the last meeting Trustee Will Rowe requested that he be at the meeting. Doug Reisman explained that he could not hear and had to have hearing aids. He explained how he had slept through a couple of fires because he cannot hear the fire alarm. He said that he has a service dog that he keeps with him all the time for his safety. Doug Reisman commented that it would be nice to have all the ordinances accessible to the people. He commented that there was no meter on the stock water load out.

Mayor Flores explained that getting stock water was on an honor system.

Jeff Fike said that he had done a citizens Initiated ordinance, he got 57 signatures on the petition which means 92% of the vote of the last election. He said that had all been turned in and the last petition was completed on the 19<sup>th</sup> of October. On the 20<sup>th</sup> day of October the Town sued him. He said that he had filed a claim against the Town, a motion to dismiss and sanctions, and a motion to compel the Clerk to do her job.

Jake Michal said that it was a circus what was going on in Town, people fighting with each other, he said the town doesn't have the resources to fight each other, we don't have the people to fight with each other. He said this is a rural town, people come in here from other areas and that's the melting quality of America-to assimilate together. He said but when you bring your own baggage into this town and because you left some place, because you didn't like it and you need to start over new, try to get along with your neighbors. He said the Town doesn't have the finances, the revenue, the resources to have the extra legal expenses. He said he'd like to see the town get along in a little better fashion. He said he'd like to see people work together in a more productive manner where you can still accomplish goals and needs of the community.

Ted Grundmeier asked about the lawsuit against the voters of the Town.

Clerk Hart explained that there was no lawsuit. She the petition that Jeff Fike passed around she had approved the form to circulate, so he could get signatures, she said that when he brought the petition back in she had to decide if it could go to the ballot or if she should reject it because it goes against the authority the state statutes give the Town Board, she said she rejected it because it does go against the authority the state statutes give the Board. Clerk Hart said that she worked with the Town's lawyer on this and sent the petition and her rejection to the District Judge for him to make a ruling on as to whether she was correct and it does go against state statutes or Jeff Fike is correct and it should be put on the ballot.

Tim Palfy said that the reason for the honor system on the stock water is because that's the way Arriba has been for a long time.

Tim Palfy said there is always different points of view, and there has to be some restraint used. He said he thinks the town council has to help the clerk out, when she is in here functioning as a representative of the council, when situations arise there should be a panic button in use- she's in a contained area here nowadays everybody gets sued for everything. He said the town does not have finances if she was to be hurt or something happened, the liability would go to the town. He said there is enough board members in town that all the clerk would have to do is hit the panic button. He said the attitude of people in the Town is just so irate.

Mayor Flores said that it scares him to think that we're even thinking down that line, that we're that afraid of each other that were going to have to put a panic button here to protect the town clerk that is here solely to serve this town and this community.

Tom Knight said that he moved to this town 5 years ago and tries to get along with everybody but this circus that he's been watching for the past six, seven months- not a circus so much- it scares him because he doesn't want to get to know anybody now. He said he just wants to be left alone but as he comes to these meetings he's starting to realize people are just badgering each other and there is no need for it.

Jerry Norris said the Town has a flagpole in front of Town Hall. He asked how come the Town doesn't fly the flag, like other town halls and court houses and public facilities do, are we not proud to be American's here.

Clerk Hart said that sometimes she forgets to put up the flag.

Jerry Norris said that the flag in the park is up 24/7 and by federal law if it's going to be up at night it has to be lit. He said that he takes it personal because he is a veteran, he's proud of the flag, and it kind of upsets him.

Mayor Flores said that he would look into what needs to be done about it.

Louise Skipper said that the Town wants permits from everybody on every little thing, on yard sales, anything in general, permits everywhere. She said the Haunted House was put up by 4 trustees and the maintenance man, and she wanted to know why everybody else has got to have a permit for everything but they didn't have to have one for the Haunted House.

Clerk Hart said that the Town does not have an ordinance regulating businesses such as that, whereas the Town does have an ordinance that pertains to garage sales.

Trustee Flores said that the Haunted House was not a Town Board issue and was not run by the Town of Arriba.

Beverly Langley said that the Board talks out of both sides of their mouth, she has seen people treated differently here- the men different than the woman- by charging them for the sewer. She said the Town sends out a letter to people that have just moved into town, this is what is upsetting the town, then the people try to do it right by sending out a petition to at least have some say so on what is going on in the town. She said we don't want to run the town we just want a say so, but here you've got people concerned and interested and then you turn and you send it to the court. She said you've got 57 votes, that was the people's way of saying let us have some say.

Lynn Francis said that every meeting she comes to it's just a gripe session, nobody's happy with anything.

Jay Spurling said he understands that the Board has an agenda that they want to get done in town, he feels that the Board has an obligation to the town's people to be forthright and not be argumentative. Listen and hear what the people have to say. Having 57 people sign the petition- did that tell you that the Town's people were not happy, did that tell you that there was discord going on. He said the town would like to have a say in yes this a good ordinance or no it isn't.

Mayor Flores said that is why the Board holds hearings so that the people can come and convince the Board otherwise, and that's why the Board doesn't like to jump on ordinances just like that, it will take the Board a long time to pass a new ordinance because they discuss it and kick it around and then somebody out of the blue shows up and gives the Board another idea and there the Board is starting again. He said that he loves this town, it's a great little town. He said he was here because he cares, and he wants everyone to get along.

Ted Grundmeier said that he didn't like the ordinance petition, he didn't sign it but 57 people did, in his opinion that's a mandate.

Doug Reisman asked when do the people get answers to their questions.

Mayor Flores said that hopefully there would be answers at the next meeting.

Trustee Kovar moved to end the Public Audience, Trustee Flores seconded and the motion passed unanimously.

**Approval of Agenda** Trustee McCue moved to approve the agenda as written, Trustee Brent seconded and the motion passed unanimously.

**Approval of Minutes** Trustee McCue moved to approve the minutes of the October 12 Regular Meeting. Trustee Kovar seconded and the motion carried unanimously.

**Approval of Accounts Receivable and Payable**

The Board reviewed the Receivables and Payables for October.

Trustee McCue moved to approve the accounts Receivable and Payable for October.

Trustee Schiffers seconded. The motion carried unanimously.

**Approval of Bills**

The Board reviewed the November bills.

Jonathan Hart with Brent Welding had rebuilt the east aerator, he said that the aerator was in bad shape and he wasn't sure how long it would last.

Trustee McCue said that Our Journey through ECCOG had replaced all the signs through Our Journey because of sun damage. Trustee Schiffers asked if the old No Man's Land sign could be brought in and put on a wall in Town Hall. The Board was in agreement with this.

Trustee McCue moved to approve paying of the October bills. Trustee Brent seconded and the motion carried unanimously.

Trustee Schiffers noted the \$700 payment to Town Attorney Stan Kimble. Clerk Hart commented that that brings attorney fees up to \$1500 so far for 2015.

**Franchise Agreement with KC Electric** Trustee McCue moved to adopt the KC Electric Franchise Agreement Ordinance. Trustee Kovar seconded and the motion passed unanimously. Kevin Penny, President of KC Electric, said that he commended the Board for the work they're doing and if there were ever any problems concerning KC Electric to contact himself or Dave Churchwell.

**311 Colorado Ave: Sewer Tap Issue** Mike Becker said he wanted to get along with everybody, he thanked the Board for postponing this issue the last couple of meetings, and he thanked the Board for letting them have service while this issue was figured out.

Trustee Brent said that looking at de facto laws and Ordinance #128 he thought that this property should be exempt from the requirements in Ordinance #128.

Trustee McCue said that he understood what Trustee Brent was saying, but that Gene Daniel lived at 311 Colorado through the transition, Gene Daniel was still owner and paying the sewer up until the time that he had to go to a nursing home.

Mayor Flores explained that it was referred to as a sewer tap fee but really it is back sewer charges on the account that need to be paid. It is referred to as a sewer tap because that tap fee amount is where the account stops getting charged a monthly sewer fee.

Mayor Flores said that the person that is living in the house now is responsible for the back sewer charges.

Trustee McCue said that a payment plan can be set up, and the Town will work with them.

Mike Becker said that was fine with him and he appreciated the Town working with him.

**Backup Aerator** A new aerator was quoted at \$9,535.00. Mayor Flores asked what happened to the aerators that the Town bought from Rifle. Leroy King said that he did find parts of one aerator at the waste water plant. Clerk Hart said that she thought one had gotten burned out from lightening damage. Trustee McCue said that there was also problems with tumbleweeds that might have burned it out.

Leroy King explained that the Town has to get approval from the State to get a new aerator.

Clerk Hart said that GMS has to submit paperwork to the State for the Town to get a new aerator. She said that she did budget a new aerator for 2016. She said that the process needs to get started right now.

Trustee McCue moved to proceed with purchasing a new aerator at the quoted \$9,535.00 and ask for terms to pay January 1<sup>st</sup> in 2016 and to get the new aerator on the way.

Trustee Kovar seconded and the motion passed unanimously.

### **2016 Proposed Budget**

Clerk Hart said in the sewer fund she did budget \$15,000 for equipment. This didn't affect the ending balance to bad. As for the general fund, she said that if the Town budgeted for a full time clerk position at a 40 hour week getting paid \$15 per hour, which is the lowest pay she found for a full time clerk, that will bring up the salary to \$9,000 which only leaves an ending balance in the general fund of \$1,977.00, which in her opinion does not leave enough of a cushion for emergencies or software updates that might happen in 2016. If the Clerk worked 4 days a week (32 hours) at \$15 per hour that

would decrease the salary and leave \$3,700.00 in the General Fund.

Clerk Hart said that insurance benefits were already budgeted for the town clerk position.

Trustee McCue asked Clerk Hart what she wanted to do. Clerk Hart said that she wasn't sure how much longer she would be town clerk because she cannot stand the animosity of the Town's people any longer. She said she doesn't think the position needs to be 5 days, 4 days maybe, 3 days is perfect but if the Board wants records streamlined and all the ordinance scanned and put on the website then it's going to need to be a 4 day a week position.

Mayor Flores said that if you want more you have to pay more. The money comes from the people, so if the people want to pay more let's raise the water rates because that's the only place the Town gets money from.

Beverly Langley suggested combining the clerk's position with the Leisure Pines administrative position. She asked why does there have to be a different Board for Leisure Pines where you have to fill out an application to be on that Board.

Clerk Hart said that the Board needed to decide if they wanted to budget for a fulltime position, she said don't look at this as her filling this position but as someone else down the road.

Mayor Flores said that he didn't want water rates to go up just to have Town Hall open just to have it open, he'd rather not spend that money.

Trustee McCue said that the Town Board has explored combining the Town Clerk position and the Leisure Pines position, so far no one has wanted to take on both at the same time. Trustee McCue said the he personally thought that the Town should budget for a 4 day a week position for the clerk. Trustee Flores disagreed.

Leigh Anna Andersen commented that Leisure Pines was a separate entity from the Town of Arriba.

Trustee McCue explained that Leisure Pines was managed by the Arriba Housing Authority, the building at 116 Pine Street is listed as 'Arriba Housing Authority, Town of Arriba'. He said the Housing Authority was formed in the 1980's under the umbrella the Town of Arriba, the Town of Arriba has allowed the Arriba Housing Authority to operate under its own entity charging its own water and sewer. He said Leisure Pines has proceeded that way with its own contract with housing and urban development, then a few years ago the Town retired all debt in a negotiation with Rural Development, therefore Leisure Pines is debt free other than outstanding bills that it may owe the Town for water and sewer, or any other outstanding bills. If the Arriba Housing Authority ceased to exist for any reason the Town of Arriba would be the default owner of the building and property.

### **Amend Marijuana Ordinance #138**

Jonathan Hart said that he grew up here, he came from the city, Arriba is a wonderful place to raise a family and if anyone tried to destroy that, shame to them. He said he has kids here and he will have grandkids here. He said if you want smoke, smoke it, drive to the city and buy it there and bring it back, otherwise let's leave this town the way it was before.

Jake Michal said to look at what happened in Log Lane, a small town just north of Fort Morgan, Fort Morgan prohibits any marijuana sales within city limits, however Log Lane does not. Log Lane has experienced additional expenses as far as enforcement and they're in the process of paying additional expenses as far as enforcement charged to them by the Town of Fort Morgan because they've experienced increased numbers of marijuana arrests since a dispensary has been established in Log Lane. Jake Michal said if Arriba has a dispensary and we have an ordinance as far as marijuana in this town that is different than the county (Lincoln County prohibits Marijuana growers and sellers) that \$3000 in the Town's budget will not pay for the marshal let alone insurance for the vehicles or any other facility to house whoever breaks that law. He said the Town doesn't have the facilities here, Arriba doesn't have the resources here. He said look at Log Lane, look at the growing pains that they're having that is a prime example, they're quite larger than Arriba but it's a path he doesn't think Arriba can go down.

Trustee McCue stated that Arriba relies on Lincoln County for all law enforcement and if Arriba doesn't have active enforcement going on in the county he didn't think politically Arriba would get a lot of support.

Trustee Kovar said that if the Town passes an ordinance to let marijuana facilities in the Lincoln County Sheriff will tell the Town "that's your ordinance, you enforce it".

Jeff Fike said that the opportunity that lies before Arriba may be in allowing a Marijuana retail growth where they put up Morten buildings, put out all kinds of power and the average small grower is going to burn up about \$2,000 a month in electricity, there are no windows, there is nobody in or out of there, so right there alone with the 5% tax on electricity is \$100 each month coming off the utility bill.

Trustee Kovar commented that even if it's a marijuana grow facility Arriba would still need law enforcement to protect it.

Jeff Fike said the Board should talk to the Sherriff about it.

Trustee Kovar said that she has talked to the Sherriff about other ordinances and he has said if it is the Town's ordinance he will not be coming over to enforce it.

Jeff Fike asked if the Board had offered the Sherriff a piece of the marijuana tax from Colorado.

Clerk Hart said that Trustee Rowe had wanted to re-write the Marijuana Ordinance and make it a lot more strict and definite, she said she has looked at several of the surrounding town's Marijuana ordinances and they have the same wording. She said if the Board want's more wording she'll have to look at bigger cities ordinances, or Stan Kimble could just write an amendment where the expiration date (which is October 15, 2017) is excluded from the ordinance.

Trustee McCue moved to table this item until the next meeting. Trustee Kovar seconded and the motion passed unanimously.

### **Christmas Celebration**

Clerk Hart said that last year the Town spent about \$700 on the Christmas event, about \$174 of that was for turkeys, they were about \$17 a piece.

Trustee Schifferns said she thought the budget for it should be cut in half because of the Town's legal fees.

Trustee Kovar said that if things continued to escalate like they are that the Town should not be throwing parties.

Jonathan Hart commented that it would be an opportunity to keep people united.

Trustee McCue was in favor of holding a Christmas event and suggested just purchasing enough supplies for sacks for the kids, not purchasing turkeys.

Jake Michal said on behalf of the Arriba Lion's Club, (he serves as President of the Lions Club), this was a good community effort to get people together, there's not that many activities in the Town of Arriba to get people together, if it's an issue of finances he can go back to the Lion's club and see if they can chip in additional funds to assist the Town in the Christmas party.

Trustee Kovar suggested that the Town could forgo the plush toys, and instead of purchasing large candy bars purchase small ones.

Kevin Penny said that if KC Electric has \$150 left in a good will budget they would send it to the Town for that as well.

Trustee McCue moved to have the Christmas event on Saturday, December 19<sup>th</sup> at 1:00pm at the Arriba Fire House. The Town will forego all but the children's bags, not purchase plush toys, purchase small candy bars, turkeys will be bought on available financial support from others, and the Brass Group will be there to play music. Trustee Kovar seconded and the motion passed unanimously.

Trustee Kovar said she would donate Styrofoam cups.

Clerk Hart will purchase up to \$400 of candy and supplies.

Trustee Schifferns said that the Board members will bring cookies.

### **April 2016 Election**

Clerk Hart explained that the Board needs to adopt a resolution appointing an Election Official and determining what type of election will be held- mail ballot or polling place. Clerk Hart said she thought the Town should hold a mail ballot election because there might be more people that will vote, she said that the Town will still have to have a polling place, still have to have judges, it's just that everybody is going to get a ballot in the mail. If they don't want to mail that in they can still come here and vote in person. It might be a little bit more expensive, but there might be more participation.

Trustee McCue moved to adopt Resolution No. 2015-2 appointing Town Clerk Josie Hart as the Election Official and determining that the Town of Arriba will conduct a mail ballot election.

Trustee Kovar seconded and the motion passed unanimously.

Clerk Hart said that there will be advertising going out in December, Nomination Petitions will be available January 5<sup>th</sup>. Jody Schifferns, Will Rowe, Karen Kovar, and Marcella Flores will be up for election. She said there are 3 four year terms and 1 two year term, people with the highest votes will get the 4 year terms, the next lowest will get the 2 year term.

**Perspectives on Ordinance 112** Trustee Brent said that he had requested these items be put on the Agenda, he said he wanted to open up a discussion on the topic because he felt that the hostility in the Town started with the issue of Ordinance 112. He wanted to open up a discussion on where the Board members stand on the ordinance. If they would be open to repealing it, and if not, why. He thinks the ordinance has caused hostility, if the Town is sending letters to individuals and they don't know why, they don't know why the Board wants them to clean up their properties. It can be very personable and it can be taken the wrong way. He wanted the Board to discuss why they want to clean up the Town and questioned if that was the role of government in this town, and is it going to be good for the wellbeing of the town and economy. He thinks its interfering with things that shouldn't be interfered with. He said you have people bringing a business into town like Monte Rand who had a mechanic business, who will have parts and things like that lying around. If you disrupt that business you're going to take it out. He said that he will work on an ordinance to replace this one because this one is based on ideologies and everyone in this room has an ideology on if the town should be cleaned. There's just so many opinions on what should be allowed and what shouldn't be allowed. It's going to direct people away, and it's going to bring some people in.

Trustee McCue asked Trustee Brent if he could pick out 2-3 points in Ordinance 112 that if he were to come up with a new ordinance to look at, what would be 2-3 material changes.

Trustee Brent said everything about Ordinance 112 is based on the appearances of properties. Appearances don't necessarily suggest a hazard. Is it affecting their property values if there's junk on their neighbor's property? He said it was a very gray issue to him and that an ordinance shouldn't be in place that is up for interpretation, it can give the Board too much power. If he re-wrote an ordinance he would want specifics on health and safety issues. He said when he thinks about health and safety he thinks about poisonous gas and fumes fumigating out on to other properties he doesn't think the town could hold themselves responsible for kids and children playing on equipment or abandoned things. Trustee Brent thought the ordinance needs to be completely repealed. He said that Trustee Schiffers has brought up good points that the appearance of the Town can drive business away, so there's 2 different perspectives.

Trustee McCue said that the ordinance shouldn't be repealed until there is one to go in its place.

Trustee Schiffers said that Trustee Brent was the one that made the original chart to 'rate' properties in Town.

Trustee Brent said that his intention with that was to start a discussion and relook at everything in the ordinance and see if some properties were worse than others. He apologized for sending mixed views on the issue, but that it comes down to the safety and the health and the public welfare of this Town.

Trustee Kovar said the Board needed to keep in mind that Arriba is rural, and when you start going around talking about people's junk some of the people's junk is there lively hood and some of it is there farm equipment and some of it is junk.

Trustee McCue said that the irony in all this is that the Town has had a better response and more progress made in this last year. There's been more property traded, bought, painted, cleaned up, and mowed. He thought the Town has looked better this fall than it has in a long time. He said he thought there are still areas to work on, too.

Trustee Brent said he wanted to bring it up at the next meeting, he hopes to have something written up then.

**Perspectives on Initiative Petition** Trustee Brent said that when that many people (57) sign a petition the Board needs to take it at face value, the people that signed it were saying we don't want trustees voting on the ordinances, he asked how the hostility is going to die down.

Trustee McCue said that as a statutory town you go through those channels, we're going to vote on ordinances, we're going to have hearings, if you don't like what the Board is doing you elect new people to the Board.

**Perspectives on Town Trash Service** Trustee Brent handed out an estimate of numbers about the Town running a trash service. He came to the conclusion that Arriba residents will pay \$34.95 for trash service, he thought that Town should look at putting something into place to attract individuals that have dumpsters, he said that the Town of Genoa uses a pickup and dump trailer,

Trustee McCue said that the Town would have to look at what the minimum trash customer number would need to be or if trash service would need to be mandatory.

Trustee Brent said there's not that much expense in a trash service. He said he thought it would benefit the Town greatly to offer trash service.

**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). He commented that if the Town Clerk quits, he will too.

**Clerks Report** Clerk Hart had nothing to report.

**Treasurer's Reconciliation Report** Trustee Schifferns gave the Reconciliation Report that Pam Koehn had prepared to the Board.

**Trustees Report** Trustee Brent said that the Board needs to take a look at permits and ask why does the Town charge a fee for this. He said that to rent out an RV lot he has to charge a greater amount to his customers to make up the difference from the permit fees.

Trustee Kovar thanked Jerry Norris for serving in the military. She apologized to the Board that the Haunted House (which she owns) is causing problems.

Trustee McCue explained that the permits for the yard sale has no fee attached to it. He explained it sprang from a citizen that was holding a permanent yard sale in his yard year round and the junk was strewn all over. He said that permit fees are not just created out of the blue and are not just created as a revenue source. But that doesn't mean the Board can't revisit them, fix them, or remove them if they are no longer pertinent.

**LCEDC Report** Trustee McCue said that Economic Development was very busy. A hotel study is undergoing for Hugo, because Hugo has expressed a desire to establish a new hotel along that thorough fare, so he has been working on a few things there over the last few months.

The SBDC work for small business development is also extremely active. He's been helping several different loan efforts. He said that a lot of the process he does is help businesses in Lincoln County, helping with a business plan, and how to work through the process.

He said there's a West Development in Limon that has been identified as Limon Heights that has submitted subdivision plans to the Town of Limon.

He said that Taco Bell will hopefully break ground in the spring of 2016.

**Mayors Report** Mayor Flores thanked the Board for hanging in there and for their cooperation. He said that he would really, really hate to see either of the 2 employees go. He said that he knows they do an excellent job. He said that the Board supports them 100%.

**Adjournment** Trustee McCue moved to adjourn the meeting, Trustee Kovar seconded and the motion carried unanimously. Mayor Flores adjourned the meeting at 9:50pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

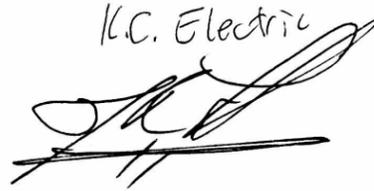
Mayor Alex Flores

**Approved by the Board on:**

Town of Arriba  
Board of Trustees Public Hearing  
And  
Regular Meeting  
Monday, November 9, 2015  
7:00pm

Sign In Sheet

Douglas Rees  
David Churchwell  
Gerald & Carolyn Skinsick  
~~John Duff~~  
John Duff  
Kevin C. Penny  
Lynn Thomas  
Lorrie S. Jewell  
Jay Springs  
Maria Root  
Mike BECKER  
Marie David  
Leuney Langley  
M. Harris  
Thomas & Dauter  
Ted Anderson

K.C. Electric  


K.C. Electric

## Maintenance Report

- 10-13 New { NO MAN' S LAND } sign was delivered to the town shop  
Worked at wastewater plant
- 10-14 Insurance inspection  
Worked at park  
Worked at wastewater plant  
Took chlorine and ph. Tests
- 10-15 Picked up new sink for town hall  
Installed new sink in rest room of town hall
- 10-16 Put up new {NO MAN S LAND} sign  
Filled chlorine tank at wastewater plant  
Pat called and said he would be down on the 17<sup>th</sup>
- 10-19 Worked at wastewater plant  
Filled holes in streets
- 10-20 Started collecting samples to be taken to the lab on the 21  
Worked at wastewater plant
- 10-21 Sent samples to the lab  
Worked in shop  
Took chlorine and ph. Tests
- 10-22 Drained sprayer for the winter
- 10-23 Changed blades on the grader  
Graded College Ave and Lincoln streets  
Turned the water on at 513 College Ave
- 10-26 Filled chlorine tank at wastewater plant  
Picked hoses up out of park
- 10-27 Vacation
- 10-28 Vacation
- 10-29 Vacation
- 10-30 Vacation
- 1-2 Vacation
- 1-3 Worked at wastewater on an aerator  
Travis from Engineering America said they would work on water tank on the 11-10  
Filled chlorine tank at wastewater plant



## Maintenance Report

- 1-4 Read well meters  
Read water meters  
Ordered 4- 15 gallons containers of hypochlorite and 1 150 lb bottle of chlorine gas
- 1-5 Put aerator back in pond  
Cleaned tree branches out of park  
Worked at wastewater plant
- 1-6 Shut wells off to start tank drain  
Located valves needed for use in tank repair  
Worked in shop
- 1-9 Worked on draining water tank so it can be fixed  
Fill chlorine tank at wastewater plant