

Regular Meeting Minutes

401 Warner Ave.

August 13, 2024, At 6:00 pm

* **Call to Order 6:00 pm regular meeting**
* **Roll Call Board:**

Mayor Morin \_\_X\_\_\_ Trustee Cahill \_\_X\_ Trustee Howells \_\_X\_\_ Trustee Lester \_\_X\_\_

 Trustee DeVore \_\_X\_\_ Trustee Seeley \_\_X\_\_ Trustee Shriver \_\_X\_\_

* **Pledge of Allegiance to the Flag**
* **Amended the Agenda to add the motion to approve the second reading and adoption of the Municipal Code – Motion – Trustee Seeley Second – Trustee Howells**
* **Consent Agenda – Motion to approve – Trustee DeVore Second – Trustee Howells**
	+ Approval of Julu Minutes and finances – All in Favor
	+ Approval of July and August Special meeting minutes – All in Favor
* **Old Business**
	+ ORC contract – discussed at special meeting July 17th, no contract – Gino will be just an employee and in-house ORC with a pay raise instead of contracted amount.
	+ Review of the Handbook and adoption – was adopted at meeting in July.
	+ Dips in the streets – will start by cleaning out the dips that are there
	+ Community Dumpsters – lady lions will donate $200. Valley trash said that won’t cover much – Counsel decided to not have a clean up this year, will schedule one for next spring 2025.
	+ Court was on July 12th. The Town was awarded abatement of nuisance at 311 derby and 202 S. Lincoln. Still in progress – The maintenance employees will do some final clean ups and haul off some more rubbish.
	+ Final reading and adoption of Muni-Code – Motion to adopt: Trustee Seeley – Second: Trustee Shriver – All were in favor
* **New Business**
	+ Speaker from SCEDD about broadband – Via Zoom, discussed how broadband would be beneficial to the community, Clerk asked about cost and was told they would get back to us. They requested the community take some surveys.
	+ Resolution to appoint Gino for ORC and Maintenance at a flat hourly rate – Motion to adopt: Trustee Howells Second: Trustee Seeley
	+ Need to update permit standards – Craig to assist in getting updated numbers and standards for building permits. Per town attorney Nathan Shultz, town employees can be the inspector for building permits. Only has to meet the building permit town standard, not certified standards. Certified inspections would be the resident responsibility.
* **Public Comment –** Brooker White, from Red Rocks Roof and solar company, talked about permits and her solar company. They are installing solar panel units at several locations around Crowley County.
* **Mayor Report and Trustees Reports –** Trustee Cahill reports the food truck will be here Sept. 14th from 10-11. Then on Saturdays for the next 2 months. Trustee DeVore expressed concern for how long it is taking water issues to be resolved. There have been numerous complaints about water leaks and faulty meters. Even an instance of water being shut off with no notice given to residents. We MUST give ample time notice to residents before shutting off the water. The protocol would be to also notify residents of boil order notices if water is off for a certain length of time. Jenniffer and Bruce also reminded the maintenance crew of the “Diamond Maps” program we pay for and to be sure to add where water shutoff valves are so that they know in the future. Every water tap has a shut off at the main, just need to find them and put them on the map.
* **Maintenance Report –** Gino is preparing for the lead and copper line service inventory report to CDPHE that is due by October 16th. Once this report is complete, we can add it to Diamond Maps as well. The Jetter is finally working. Gino stated he had to rebuild and tune the carburetor and put on a new coil pack. He feels fuel might have spilled on the coil pack when they put fuel in it when this all started. Gino requested to do some training on how to use the Jetter. The Board said to search online for some training. Gino mentioned it takes 2 men to operate the Jetter. Gino asked to clarify what is considered the town’s responsibility for mowing. The board stated that anything street side or center alley, is the town’s responsibility. From sidewalk to resident property is resident responsibility. As far as alleys go, if you are there mowing and see that it needs to be mowed, just mow it.
* **Clerks’ Report –** The town administrator hired on a Code Enforcer (contract labor) for 8 hours a month, at $15.00 hr. to work no more than 16 hours a month.

The bill for the backhoe was $788.62. Per the meeting minutes and resolution, that will be billed to the person who was using the backhoe when it was broken. Amy Smith and I are coordinating to wrap up the food grant. It is past due, but we filed for an extension. Diane and Diane and I met with Todd to go over the financial report and clarify some questions. Todd explained a few things and also reminded us that the street funds were budgeted for use to cover bills and payroll until the Town gets more caught up financially. We will look into being able to use more street funds for streets during the 2025 budget review. Muni-Code updates are complete and ready for final reading and adoption. There were extra bags on residents’ trash pick-up that will be billed back to the customers. Upon review of the 2025 budget, I would like to see if we can bring back a dept. clerk. I issued out a building permit. Removed late fees from accounts that are under payment arrangements. Still trouble shooting a lot of issues with this utility program. We started using a work order app. It is very much a time saver, and the notifications go directly to the maintenance workers’ phones. I would love to see if we can afford to pay for this full system in the 2025 budget. Still working on an ADA compliant website. With that, there is a program called Town Cloud that helps with ADA compliance and helps with building meeting agendas, trustee packets and meeting minutes. I also want to see if we can purchase this for the 2025 budget. CIRSA inspection is August 26th. Still working on getting the playground in safety compliance. Approved to use the playground mulch – checking to see if pea gravel is acceptable. It is a cheaper option. Clerks full report on file.

* **Adjourn Motion by Trustee Shriver, Second by Trustee Howells, all in favor - 7:23pm**

**MINUTES ADOPTED AND APPROVED** this 10th day of September 2024.

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BOARD OF TRUSTEES, TOWN OF OLNEY

SPRINGS, STATE OF COLORADO

By: Dan Morin, Mayor

**ATTEST:**

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Town of Olney Springs Town Administrator