

Town of Olney Springs



February Regular Meeting

Regular Meeting Minutes

401 Warner Ave.

February 18, 2025, At 6:00 pm

- **Call to Order 6:00 pm regular meeting**

- **Roll Call Board:**

Mayor Morin ____ Trustee Cahill ____ Trustee Howells __X__ Trustee Lester __X__
Trustee DeVore __X__ Trustee Seeley __X__ Trustee Shriver __X__

- **Pledge of Allegiance to the Flag**

- **Consent Agenda – Motion to approve-Trustee Howells Second-Trustee DeVore**

- Approval of Decembers Minutes, Januarys Finances and February Finances. January minutes were not approved due to January meeting being cancelled.

- **Old Business**

- **Completed old business**

- Resolution for adopting Holidays
- Resolution adopting 2025 budget/Mill Levy
- Resolution for Terry promoting to full time and raising his wage
- Resolution for work comp-no coverage for uncompensated elected officials
- Resolution for open meetings Act
- Nora Trujillo-Oath of Office

- **Pending old business**

- ORC Contract-Nathan is working to combine the working contract and state regulations.

- **New Business**

- Discussion Trash Bids-Request for proposal. Jenniffer suggested doing a score sheet process to score proposals. The current trash contract is up in March. The minimum time for publication is possibly 2 weeks. The board will use a score sheet method to score the proposals. A review of the score sheets will be reviewed at the March meeting. Jenn will double check on viewing request with Tim then board will accept a proposal based on the score sheets. No names will be shown to trustees until the night of Marchs Board meeting. Looking for a flat rate for charge to residents, no matter how man extra bags are out, if there is a need for extra bags, residents should be billed by trash company.
- Address Dead Trees on town property- Will check with CIRSA insurance to see if Terry is covered physically and property wise in case of incident. Possibly look into rental of bucket to cut trees. Will check pricing, possibly could use HUFT funds to cover, again will check insurance.

- **ORC-Permission for Blake Williams to release shares from Fry ark and Colorado Canal.** Motion to approve Blake Williams permission to release shares from Fry Ark and Colorado Canal by Trustee Howells. Second Motion Trustee Shriver. All Trustees were in favor.
- **Public Comment limited to 4 minutes each – no decisions can be made by the board – topics can be put on next month agenda if necessary for further discussion**
- **Mayor Report and Trustees Reports**
 - Trustee Devore brought in Conduit Flyer, Town Clerk Nora will scan the flyer and send to the board.
- **Administrators Report.** -Will be starting the process to request 2025 HUFT funding. CIRSA requirements are complete. Has been working with Town Clerk Nora to create Binder for well water reads and release. Will also start on a binder with a check list for everyday needs. Completed all other annual reports as required. Also, I am very pleased with our choice in ORC, Blake Williams. He has helped get us back into compliance with our water and sewer reporting and has been very helpful in educating myself and the clerk with reporting and helping us keep in good communication with the State Representatives
- **Maintenance Report-** Terry Short stated in January we had no incidents in town. February, had the well house issue. It was determined that the propane was shut off. The CIRSA Audit showed that table grinder is not in compliance. Harbor Freight has some that are in the 50–60-dollar range, will look into purchasing a new one. The audit also mentioned labeling the drums and reorganizing the bull pin. Will need 2 people for the task. Blake has been helping out with the lagoons. There is a possible collapse in the line on South Helen. There are 4 setters currently needed for residents in town. Would like to have a couple more setters for the just in case moments. Suggesting one setter to be purchased with one meter a month. The excavation will need a spotter. Motion to purchase two setters a month for three months having two setters on hand.
 - Motion by Trustee Shriver to purchase 2 setters a month until we have purchased a total of 6 setters. Motion was seconded by Trustee Howells. All were in favor.
- **Clerks' Report -** Nora Trujillo has finished archiving the office. Anything 2023 and older is in the basement. She is still waiting for the Secretary of State for Commission approval. Looking at pricing on new water dispenser for town hall, it was put on hold until the well house repairs were completed. The cheapest bottom loader was found on amazon for \$95.00. After system glitch with Utilibill, all residents that have a dumpster was not charged, Decembers charges will be on January's bill. Two residents after the glitch chose to cancel their dumpster. We had a CIRSA audit on January 28th. They were happy with the bus stop fixes; we do have some things to fi before the next audit. One being a sign at the park listing hours of operation and playground rules. We did have someone come in inquiring about the code enforcement position. I told them that they needed to apply in Ordway for the county of Crowley. (Advised that they can apply with Town hall for Olney Springs code enforcement.) Currently we do not have the funds for the position but if they apply, the application will be kept on hand in the situation that the Town is able to hire an enforcement officer. We had no shut offs for January, the three accounts that were scheduled to be shut off, made payments that were significant to not be considered excessive. February has 4 accounts set for shut off notices that were sent out the 13th of February with the posted shut off notice being placed Thursday February 20th. One of those accounts is due for shut off for payment plan violation. A water key was found next to a meter pit by our mayor and brought back to town hall. A letter was sent out letting the residents know that they are not allowed to tamper with town property. If water is needed to be turned off during the weekend they need to contact the town to do so. The Towns' emergency cell numbers were put in letter.

- **Adjourn** Motion to adjourn meeting made by Trustee Shriver seconding motion Trustee DeVore, all Trustees were in favor. The meeting ended at 6:29pm.

MINUTES ADOPTED AND APPROVED this 18th day of March 2025.



BOARD OF TRUSTEES, TOWN OF OLNEY
SPRINGS, STATE OF COLORADO

By: Dan Morin, Mayor

ATTEST:



Town of Olney Springs Town Clerk