

Town of Olney Springs



Regular Meeting Minutes
401 Warner Ave.
May 14, 2024
At 6:00 pm

Call To Order: 6:00 pm

Roll Call Board:

Mayor Morin: Present	Trustee Cahill: Present
Trustee Howells: Absent	
Trustee DeVore: Present	Trustee Seeley: Present
Trustee Shriver: Present	

Pledge of Allegiance to the Flag

Consent Agenda – Motion to approve- Seeley Second- DeVore

- **Approval of April Minutes and May special meeting minutes**
- **Approval of Bills and Finance review; Motion with needing a follow up on Otero True Value Expenses – Seeley Second – Shriver**
 - Trustee Seeley requested to set up a meeting with the accountants for a review of their contract and responsibilities and to have the clerk review with them how expenses are entered and reported.

OLD BUSINESS:

- Water bids were sent out – Board decided on a 5-year lease with 96 Pipeline
- Trash bids were sent out – Board decided on renewing the contract with Valley Trash for another year
- Fence ordinance – Review rough draft – Tabled to review the Muni-Code and to be sure the Muni-Code includes fence ordinance
- Town Fees resolution – Tabled for a work session
- Streets received repairs – Streets received some repairs, still need 3 more loads of road base and another 1,000lbs of asphalt. We will schedule another day of putting down the asphalt and will need volunteers. Information will be sent out as soon as we know what day that will be.

New Business:

- Review ORC Contract; Changes; Tabled in order to review the contract and have it reviewed by the town attorney.
 - May need a resolution for the updates as well to replace the current one, if there are changes.
- Review letters of intent for open trustee position and vote to fill the position.
 - Motion by Trustee Seeley for Debra Lester to fill position Second – Trustee DeVore
 - Debra Lester was sworn in by Clerk Jennifer Pfeiff

- Dips in streets – for water draining purposes – some of the dips are mandatory for water drainage, they need cleaned out. Discussed the possibility of putting in more dips or speed bumps to slow traffic on some streets.
- New town hall summer hours starting June 3rd – 6:30am to 5:30 pm Monday through Thursday Lunch 12pm to 1pm – Closed Friday, Saturday, Sunday. It was approved in April's meeting to adjust the hours for the summer so this sets those hours.

Public Comment:

- David True, a new resident on South Lincoln is needing water put in at his address. This has been one of the ongoing work orders that have not been completed due to some repairs that needed to be done to the meter pit. Gino will work on this and be sure they have access to water ASAP.
- Lou Shisler stated they had a leak and were curious about having the meter checked in order to be prepared on how much the water bill be from the leak. Mr. Shisler also requested to be able to put in river rock in his alley and the board did not see any reason why not as long as a weed barrier is put underneath. They agreed on Mr. Shisler being able to put river rock in his alley in order to get into his garage without so much dirt mess.
- No other public comments

MAYOR/TRUSTEE REPORTS

- Mayor Morin reported that the street curbs were being painted and looking good. Donated a Colorado flag for town hall as the old one was getting torn up. He and other residents, including Mrs. McClure, planted trees for the arbor foundation/arbor day. Mayor Morin reported he has been watering and that we still need to look into the removal of the dead trees around town. Trustee Craig is still planning on assisting with this.
- Trustee Cahill reported the next food truck giveaway is May 28th from 2pm to 3pm. Asked about if we have received the quit claim deed for 602 Clark yet – We have not.
- No other reports

Maintenance Report

- Gino reported that street signs have been purchased but still need to be replaced. He hopes to start on that the last week of May. Hopefully with the help of some scheduled community services workers who will be working with Gino over the next few weeks.
- Gino has a doctor's appointment June 2nd for his sinuses that have been giving him problems.
- Will be working on filling in the holes from water leak repairs.
- Will start to look at inventorying parts and trying to get a stock on most used parts in order to reduce the bill at Otero True Value
- Need to remove Trustee Seeley as the after-hours locate contact and add Gino as the contact.
- Still trying to get information on testing to add the springs to our water in order to reduce the PFAS in the water. Looking into funds to help get the springs up and running with our water.
- Need to get the coil pack for the jetter
- Have conducted routine maintenance on the equipment. Cleaned the air filter on the mower and sharpened the blades
- Need to look into getting microbes for the lagoons
- Still need to address the safety issues with the playground from the CIRSA audit. Will continue to look into getting some kind of padding for the ground layer
- Submitted the CDPHE report, waiting on response of acceptance to send the certificate of delivery. Need to update the contact information.


Clerk Report:

- A volunteer, Richie Pascarelli, has been painting the curbs to assist with the upkeep of the town. Also in preparation for Armed Forces day and the annual walk that Mayor Morin sponsors.
- 7 Shut-off notices were sent out and of those, only 2 have not made any payments or arrangements.
- I sent out 3 property clean up letters, however, I have not been able to verify a court date as the judge has been out of the country for the summer. He returns after the 1st of June and then I will know when we can start court again. In the meantime, letters have been sent so that they can address the property issues.
- Reminder, I have the annual Clerk Conference June 18th-20th.
- As per my request and approval last month, I have submitted the hours that the town hall be changing to for the summer. Monday – Thursday 6:30 am to 5:30 pm – lunch 12pm to 1pm Closed Friday – Sunday.
- I have been working on the ADA compliance for our website and getting documents prepared for transition with the approved grant we received.
- Have been swamped with busy work, filing, organizing, cleaning.
- Still trying to submit the SLFRF report, having trouble with the sign in and the system recognizing me instead of a previous clerk.
- Working on updating the dumpster prices in the system
- I want to re-bring up the MUNI-CODE. It is FREE to adopt the code and start implementing it to replace ALL the previous outdated ordinances. We could archive those for now and just follow the Muni-code. The cost does not come to play until we decide to have it published on the website as it has to be changed into the ADA compliant form. I am hoping that if we approve the Muni-code, it can be included in the grant for transition to help cover that \$3,000 cost.
- I am looking into some bank statements that I received to see what the CD's are for. We still need to schedule the new trustees approved for the bank accounts for signatures.
- We need to discuss the late fees on the utility accounts, it needs to be removed for those on payment plans instead of it charged every month that there is a balance. – need to discuss this in a work session.
- I would like to have a work session to discuss the possibility of Dustin and Gino changing positions of part time and full time. Or one working 3 days a week and one working 2 days a week.
- END of REPORT

Adjourn:

- **Trustee DeVore motioned to adjourn, Trustee Shriver Second, all in favor, meeting adjourned at 7:02pm. Went into a work session at 7:03pm**

MINUTES ADOPTED AND APPROVED this 11th day of June 2024.


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

By: Dan Morin, Mayor

ATTEST:


Town of Olney Springs Clerk