

Town of Olney Springs



Regular Meeting Minutes

401 Warner Ave.

March 12, 2024

At 6:00 pm

Call To Order: 6:00 pm

Roll Call Board:

Mayor Morin: present

Trustee Howells: present

Trustee DeVore: present

Trustee Shriver: present

Trustee Cahill: present

Trustee Aguirre: absent

Trustee Seeley: present

Approval of Meeting Minutes:

Minutes February 13 2024,

Motion: Trustee Howells

Second: DeVore

All in Favor – Motion passed

Approval of Bills:

Trustee Seeley: Motion to pay March Bills. Trustee DeVore: Second motion All in Favor – Yes Motion Passed

OLD BUSINESS:

- CIRSA Audit – Responses were sent, Gino working on implementing the corrections.
- Fence ordinance – Working with Town Attorney to develop a resolution to update the ordinance on fences.
- Dog/animal ordinance – sent out a few emails, there is a vaccination and registration day March 30th at the Conestoga Park in Ordway from 9am to 1pm.
- Discussed and motion to raise the utility bill – corrected the overage charges from the miscommunication
- Preparing ordinance violation letters for 2024 – sent 2 clean up letters for court April 12th.
- Jim McCuiston – 96 Pipeline – Twin Lakes discussion – proposed a 5 year water lease contract – Board to discuss and determine a response at later meeting
- Considered a signature stamp – declared no Stamp – voted to add trustee DeVore as a third signer
- Discussed getting dog cages for dogs a large – decided it was too much of a liability
- Residents asked about having storage containers on the property – trustees determined it was ok as long as they are clean and well kept.
- Discussion about new water tap charges and other town fees – working with Town Attorney to adopt an updated resolution with updated charges

- Karen Gates, Ordway Administrator to discuss condemnations – process, she let the Olney Springs Clerk know that she can meet with her to see what their process is
- Was voted to open a Maintenance account with Trustee DeVore and Clerk Pfeiff as signers on the account.
- Comments from Residents Rachael Stout and Nancy Spera – the overage rates were too high and unacceptable. Were satisfied with the corrections.

New Business:

- Resolution 2024-07 to Establish Process and Procedures for Olney Springs Municipal Elections Motion – Trustee Seeley; Second – Trustee Shriver; All in favor
- Resolution 2024-08 correcting the overage on water rates Motion – Trustee Seeley; Second – Trustee Howells; All in favor
- Discussion of Water Bid Shares – Put an ad in the paper for accepting bids
- Discussion of Waste service – Put an ad in the paper for accepting waste bids – detailed prices comparing apples to apples.
- Re-Discuss Dusting Belzone’s hours – Gino to coordinate the week before to discuss when he will be working for the town. DJ to not exceed 2 to 3 days a week for the town.
- Discussed the use of town dump truck/town equipment by employees/elected officials – determined All Town employees, volunteers, officials, board members etc., are authorized to use the town vehicles as they are covered under CIRSA – provided they follow the Colorado traffic rules and regulations for holding a valid drivers license and are not under any influence of illegal substances while operating town equipment. Any damages caused while driving that will NOT be covered by CIRSA will be the responsibility of the person operating the vehicle.
- Trustee Seeley expressed concern of using town equipment after hours and on weekends, use of equipment should only be during business hours unless of an emergency. All use should be cleared by clerk with work orders in place.
- Trustee DeVore and ORC Gino DeVore expressed concern that if town equipment is borrowed, it needs to be returned in the same condition it was given to you. Make arrangements for equipment to be turned in to an employee as so it is not left out in the elements.
- There was mention of the smell of propane or something, around town. Town Clerk noticed it smells around Town Hall too. Need to see where the smells are coming from.

Public Comment:

- Darrell McDonald – asked about the fires and expressed concern for the mess and the fire smell. Also commented that the sewer line for the property is exposed and needs capped. The board let him know we are taking the steps to get that cleaned up.
 - He also mentioned needing a work order to clean up some of the limbs from the road on lane 7.
- No other public comment

Maintenance Report

- The town truck is not running – will be getting bids to replace the clutch – Trustee Shriver stated he will look into seeing if we can get another truck from another municipality
- Still having generator issues at the lagoons. Trustee DeVore assisted Gino in getting a clog unstuck – there is no bar screen to keep gunk out. Gino will ask the state about a bar screen
- The jetter broke down, wont start. It is possibly the ignition coil, need to order new ignition coil. Rusty does not have time to look at it per Gino.

- The springs were tested for PFAS and came back non-detectable meaning there isn't a danger from PFAS. Gino needs to run some more tests to see if it needs treated and then hopefully, we can blende it with the current water.
- Element has stated they can assist us in getting grant funding for tapping into the conduit. Gino will have an engineering plan to present at the next meeting.
- Gino and DJ have been working on compliance to prepare for the sewer inspection for 03/14/2024. Trustee Shriver suggested to be better prepared for next year so as to not take several weeks of nothing but preparing for an inspection.
- Gino stated all fire extinguishers are recharged – its cheaper to refill them annually.
- We had an air filter fitted for the furnace to help prevent so much congestion problems with staff – the furnace did not have a filter
- Gino looked into adding central air onto the furnace and would cost around \$2200 0 will look into grant money or possibly see if it can be funded with lotto money.
- Trustee Shriver suggested to find funds to replace 5 windows at Town Hall
- The Scata System is acting up – Timberline can order the censor – Gino will have them do a service call before replacing the censor. This will be electrical from the water account
- Gino will attend the annual water conference March 18th – 21st – DJ will start meter reads while Gino is absent.

Clerk Report:


- Sent in the CIRSA audit responses, Gino just needs to complete the findings
- Had a meeting with Nathan and Andy to answer some questions to try and get it all in one meeting
- Sent 2 letters out for Ordinance 111 property clean up, court April 12, 2024
- Still working on a MUNI CODE. Need to start taking a look at that when I have time
- Received a sample for a fence ordinance I will try and get ready for April meeting
- Need to draft a resolution for updated town fees
- Will work on sending out ordinance violation letters after the election
- Need to put in the paper advertisement for Trash bids and water bids
- We had a few wonky meter reads for January's readings but I am working to get those corrected. Gino has been replacing some meters that are just not reading correctly. I had 9 accounts that were sent shut off notices.
- Working on CTF reports – we did receive a deposit from one completed report.
- Budget is still tight, still working on limiting Dustin's hours and making sure staff does not have any overtime.
- Still waiting on CML confirmation on if I received the scholarship for the annual conference.
- Owners of 602 Clark agreed to sign the quit claim deed to give the property to the town.
- Water accounts are finally getting on track. There have been very little issues lately.
- Have been working a focusing on getting through the election.
- Still need to work on the Muni-Code – it does cost to implement the code.
- CSIPA informed me we have been paying for an email domain that we have not been using. They will be following up with me to get that set up and going
- With the election being a polling place election, I propose to be closed for regular business that day – Board approved

- I also want to propose summertime hours of 10 hour days Monday through Thursday and be closed on Friday's. Or at least 9.5 hour days Monday through Thursday and a half day on Friday. Board Approved

Adjourn:

- **Trustee Howells motioned to adjourn, Trustee Shriver Second, all in favor, meeting adjourned at 7:10pm.**
- **Board went into a work session 7:12pm, adjourned at 7:17pm.**

MINUTES ADOPTED AND APPROVED this 16th day of April, 2024.


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

By: Dan Morin, Mayor

ATTEST:


Town of Olney Springs Clerk