

TOWN OF MERINO

Board of Trustees Meeting Minutes

Date April 22, 2024 | Meeting called to order at 7:00PM | Meeting called to order by Carol Nye

In Attendance

Mayor Carol Nye Mayor Pro Tem Ken Salmon Trustee Garie County Trustee John Barber
Trustee Chuck Amen

Guests in attendance were Todd Daughenbaugh, Steve Curtis, Dan Wiebers, Mica Rausch, Stevie Shuff, and Jeremiah Curtis.

Approval of Agenda, Minutes and Bills

Agenda was reviewed and approved by all in attendance. Carol asked to add the December 31, 2019, Colorado income tax W-2s for \$244.00 to the bills. Ken made a motion to approve the agenda with the addition. Ken 1st John 2nd Passed.

Last meeting's minutes for April 8, 2024, were reviewed and were approved by all in attendance. John made a motion to approve the minutes. John 1st Chuck 2nd Passed.

Approval of Bills: Ken made a motion to accept the bills as presented. Ken 1st John 2nd Roll Call: Carol-yes Ken-yes Garie-yes John-yes Chuck-yes Passed.

Payments by check:

CIRSA	\$525.01	Colorado Analytical	\$175.00
Core & Main	\$1,164.42	KCI	\$46.46
Marine Diving Solutions	\$3,750.00	Williamson Lowery Fredregill	\$267.49
		Total	\$5,928.38

Expenditures:

Xcel Energy	\$17.47		
		Total	\$17.47
		Grand Total	\$5,945.85

Payroll Approval of Employee Time Sheets: John made a motion to accept the payroll. John 1st Chuck 2nd Roll Call: Carol-yes Ken-yes Garie-abstain John-yes Chuck-yes Passed.

Committee Report

- Clerks Reports- Pam and Terry reported that their items are on the agenda.

Old Business

- Water/Sewer Project Update – Terry reported that she spoke to Mike Hager from Element Engineering. He had not heard from Andrea from USDA concerning the search grant. Mike said he would contact Andrea.
- November Ballot Items – Sales Tax: Terry reported that she contacted the town attorney about the sales tax and is waiting to hear from her.
- KCI Agreement Update – Carol spoke with the lawyer who will finish up a court date and then she will contact him again and have an update by the next meeting.
- Annex of Property by Hwy 6 Update – Carol reported that she asked the town attorney if the town needed to get a variance from the school or a lease for where the trees are located to provide access to the town.
- MVFD Pension Options – Carol reported that she spoke to BOC about needing to know what the options are for managing the MVFD Pension money. Carol said that she is under the impression that the BOC would invest the money and then cash out the money needed to pay the retirement payments. Dan suggested that the money be put into a CD and save the fees charged by the bank to manage the money. Carol said that if they do that the town and the MVFD should manage the CD and payments together.
- Furnace Bids for the Rental House – Terry reported that the town received three bids for a furnace and air conditioning. YB HVAC, LLC put in a bid of \$6,325.25 for a furnace and AC system. Rick Staley's Plumbing & Heating submitted a bid of \$6800.00 for the furnace and \$6100.00 for Air Conditioning for a total of 13,125.25. Timberline Construction put in a bid of \$5400.00 for the installation of a furnace and AC. John made a motion to accept the bid from Timberline/DAHL furnace/AC. John 1st Chuck 2nd Roll Call: Carol-yes Ken-yes Garie-yes John-yes Chuck-yes Passed.
- Gutter Bids for the Rental House – Terry reported that the town received one bid from Timberline Construction of \$1,090.20 for gutters and installation. She tried contacting Hastings, but they haven't called her back. All other businesses were located on the front range and Terry asked the board if they wanted her to keep searching. The board asked some questions about the need for gutters and what size of down spouts were recommended. Jeremiah said he had to frame out the basement to anchor the walls back, because it is a block foundation and the water falling off the roof had caused the walls to teeter in, so he recommended gutters to ensure longevity to the foundation. He also told the board that he recommended 5/8 down spouts. John made a motion to accept the bid from Timberline Construction. John 1st Chuck 2nd Roll Call: Carol-yes Ken-yes Garie-yes John-yes Chuck-yes Passed.
- Septic Bids for the Rental House – Carol reported that at the last meeting the board had questions concerning the septic bids and she asked Todd from 4D Excavating and Septic to attend the meeting so they could ask the questions. Todd had entered a bid of \$9,372.00, and Timberline Construction had entered a bid of \$9,186.22 for a septic system installation at the town rental house. After it was suggested that the installers use schedule 80 pipe, Todd entered a new bid of \$13,500.00, and Timberline entered a bid of \$11,022.38 to install the septic system with the bigger pipe. After much discussion of the pros and cons of schedule 80 vs. schedule 40 pipe, they decided that schedule 40 be used from the house to the septic tank. Jeremiah recommended that the town go with 4D Excavating for the septic project because he is busy trying to finish up the inside of the house right now. John made a motion to accept the bid from 4D Excavating. John 1st Chuck 2nd Roll Call: Carol-yes Ken-yes Garie-yes John-yes Chuck-yes Passed.
- Town Website – Carol reported that she got a reply from SIPA. The state creates free websites for government entities. By July 1st, the town must be compliant with ADA by 2025.
- Concentrate Line – It was reported that the town is measuring the area and getting bids for boring under County Road 25.
- Jeremiah Curtis – Jeremiah attended the meeting to explain the issues with the concentrate line.

- Job Applications – Carol reported that the town received one application for Town Maintenance Position, but none for Bookkeeper Position. She checked into advertising on Indeed and the cost would be about \$250 for each position. It was brought up to the board that there is a Sterling Workforce Center that might be less expensive and runs statewide. The board decided to try to find applicants through Sterling Workforce Center. Carol said she would contact them and update the board at the next meeting.
- Town Property Survey – Terry reported that she sent the information to Dickinson’s Land Surveyors, and she hasn’t heard back from them yet. She also asked if the town would like to have the alley surveyed from Colorado Avenue to Washington Avenue that is across the old grade school property at the same time. The board asked Terry to check on the cost to survey the additional area.

Executive Session

New Business

- Insurance Quotes for Town and Fire Dept. – Mica Rausch was here to present information for a Municipal Insurance Quote with competitive rates. The board will look over the information and fill out the application and get it back to her to get a quote.
- Fix Road at the Rental House – At the last meeting it was brought up that the road to the rental house needs fixed. There is a pile of gravel by the sewer ponds that the town can use to fix it. Ken will use the town tractor and gravel to fix the road.
- Water System Remote Access – David reported in an email to Carol that the Secomea remote access at the Merino water plant was revoked because the town doesn't have a subscription plan. When the equipment was installed, there was no subscription process it came as part of the initial package. Everything worked great for several years but now they require a subscription package. He said the town has three options. 1) Pay the yearly subscription fee to regain access. 2) Have Joe install a different remote software to replace the Secomea software. 3) Do nothing, which is not recommended. David sent an estimate from Baack Controls, LLC which he highly recommends. The materials and labor, including travel expenses is estimated at \$1,976.16 with an additional two hour minimum for time on site. Carol asked if there was someone local that could do this. David said he hadn’t heard back from him yet. The board asked to have David attend the next meeting to answer questions, so they can discuss this further.
- Computer Backup System – Ascencio I.T. Solutions sent an estimate with recommendations for equipment and labor cost for installation. The board discussed using equipment or using the cloud. Several members said that they would prefer using the cloud. Carol said that she would contact the attorney and Terry said that she would ask others on listserv.
- Pest Control at Rental House – Pam reported that she had contacted Kauffman’s in Fort Morgan who provided her with some information concerning their procedure and costs. The base fee is \$155 plus the price of the boxes, then they come out in 30 days to rebait. Orkin gave a quote of \$325.00 and the second visit is \$94.99, then they come out every other month after that. Terminix said that they would need to do an assessment of the property to put together an estimate. The board decided to have Terminix come out to make an assessment of the rental house.
- Signers on Bank Account – Remove Robert Jones from Wells Fargo and Bank of Colorado.
Need to vote on signers for BOC: Ken asked if anyone would like to be a signer. John said that he would volunteer. Ken made a motion to remove Robert Jones from the bank accounts and

CD's at Wells Fargo and Bank of Colorado and add John Barber as a signee on all bank accounts and CD's at Wells Fargo and Bank of Colorado. Ken 1st Chuck 2nd Roll Call: Carol-yes Ken-yes Garie-yes John-abstain Chuck-yes Passed.

Board Discussion Items

Items discussed by the board: Terry asked if the board would like to have the signers bonded.

Public Discussion Items

Comments from the Public: Jeremiah said that the softener at the rental house froze and broke and the water is bad. He suggested that Culligan test the water and possibly put in an R.O. system in the kitchen of the rental house.

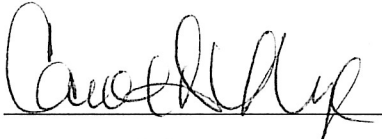
Steve suggested that the board members help put up the fence at the water building.

Steve asked what the board wants to do with people who have their water shut off but are living on the property. It was brought up that it is a health code violation. The board decided to put this item on the agenda for the next meeting to clarify when the \$15.00 tap fee is appropriate. Carol said that she would ask the attorney if the town can call the health department when people are living on the property without water services.

Adjournment

Date: April 22, 2024, at Merino Town Hall

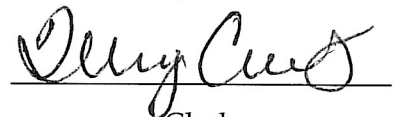
Motion to adjourn was made 8:49pm by Ken, seconded by John, and was passed unanimously.



Mayor

5/13/24

Date



Clerk

May 13, 2024

Date