

# TOWN OF MERINO

## Board of Trustees Meeting Minutes

*Date April 8, 2024 | Meeting called to order at 7:00PM | Meeting called to order by Ken Salmon*

### In Attendance

Mayor Carol Nye   Mayor Pro Tem Ken Salmon   Trustee Craig Cook   Trustee Chad Wettstein  
Trustee Adam Krier-arrived at 7:01pm   Trustee Garie County-Left at 8:00pm   Trustee Robert Jones

Guests in attendance were Steve Curtis, Chuck Amen, John Barber, Leslie Norell, Erin Burkey, Tim Zink and Kennton Luther.

### Approval of Agenda, Minutes and Bills

Swearing in of Mayor – Carol Nye was sworn in as Mayor of the Town of Merino. Oath was taken and recorded.

Agenda was reviewed with the change of the Town Website moved to Old Business and approved by all in attendance. Chad made a motion to accept the agenda with the change. Chad 1<sup>st</sup> Adam 2<sup>nd</sup> Passed.

Last meeting's minutes for March 25, 2024, were reviewed and were approved by all in attendance. Ken made a motion to approve the March 25<sup>th</sup> minutes. Ken 1<sup>st</sup> Chad 2<sup>nd</sup> Passed.

Treasurer's report was reviewed and approved by all in attendance. Adam made a motion to accept the treasurer's report as presented. Adam 1<sup>st</sup> Chad 2<sup>nd</sup> Passed.

Approval of Bills: Carol reported that the town also had a bill from the IRS Dept. of the Treasury for previous payroll taxes and penalties in the amount of \$14,499.94 which is for the September payment of 2017, the December payment of 2017, and all payments for 2018. Ken made a motion to accept the bills as presented, including the IRS payment. Ken 1<sup>st</sup> Adam 2<sup>nd</sup> Roll Call: Carol-yes Ken-yes Craig-yes Adam-yes Chad-abstain Garie-yes Bob-yes Passed.

### Payments by Checks:

Chad Wettstein	\$160.81	Chuck Amen	\$300.00
Colorado Analytical	\$478.00	Hajoca Corporation/DAHL	\$862.99
KCI	\$48.82	Lauer, Szabo, & Associates	\$140.00
Lona Barber	\$300.00	Marick's Waste Disposal Inc.	\$45.00
Marissa Neece	\$150.00	NAPA Auto Parts	\$550.28
Northeast CO Health Dept.	\$20.00	Paulette Carpenter	\$300.00
Shipping and Stuff LLC	\$252.94	Sterling Fuels	\$898.07
Steve Curtis	\$34.97	Timberline Construction	\$16,261.79
UNCC	\$7.74		
		Total	\$20,811.41

### Expenditures:

Family Food Market	\$35.68	Prairie Mountain Media	\$212.16
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Quick Books	\$183.00	Tipsy Cow	\$21.00
US6 Country Store	\$45.03	Xcel Energy	\$727.30
Xcel Energy	\$557.79	Xcel Energy	\$979.10
		Total	\$2,761.06
		Grand Total	\$23,572.47

Payroll Approval of Employee Time Sheets: Chad made a motion to accept payroll as presented. Chad 1<sup>st</sup> Craig 2<sup>nd</sup> Roll Call: Carol-yes Ken-yes Craig-yes Adam-yes Chad-yes Garie-abstain Bob-yes Passed.

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## Committee Reports

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- Water/Sewer Report- Ken reported that the town still hasn't got an answer from the school on getting their back flow preventers tested. The town needs to send them another letter about getting them tested or the town will need to get them tested and send the bill to the school. Carol said that she would follow up with Lonnie on this.
- Fire Department Report- Chad reported that the generator has been installed behind the fire department. The Community Center is now listed as an emergency shelter for everything but tornadoes. Carol said that she would reach out to Dan and Jared to get the paperwork for it. Chad reported that they hadn't received the paperwork yet. The fire department did get the DFPC Grant for 10 sets of bunker gear, which is a reimbursement grant. For 10 sets of gear, it is approximately \$37,000 up front and then they get a \$20,000 reimbursement.
- Streets/Alleys Report- Carol reported that Ken had picked up a couple of truckloads of limbs yesterday and took them out and dumped them. Carol asked about the tree that got pushed to the side of the street. Leslie asked if the tree is on town property and Ken said that it is on town property and it needs to come out. Dardanes has been contacted and will be out this week to cut it down.
- Clerks Reports-Terry reported that her items will be on the agenda and that the election is over and she can focus on the government reports, getting everything recorded, and the election results submitted to DOLA.  
Pam reported that she got the information out to the churches about the blessing boxes. The gentlemen that she spoke to were very positive and seemed interested in the project. She hasn't heard back from them yet, but she will check with them soon and update the board at the next meeting.

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## Old Business

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- Building Permit for Fence at 415 Lee Street – Leslie presented a building permit with a drawing to the board for review. The board asked some questions and was assured that the dimensions were within the property line or on the property line. Adam made a motion to accept the permit as is, that it is to be built on the property line. Adam 1<sup>st</sup> Chad 2<sup>nd</sup> Passed.
- Switch-It-Up LED Lights – Kennton made a presentation at the last meeting, but the board needed to decide what color temperature light bulbs they wanted in the town buildings. The board decided to have 5000k light bulbs installed in all town buildings. Kennton reminded the board that if the installers provide the lift for the lights at the MVFD it will cost \$50, but if the town provides the lift, there is no fee. Kennton will have the installers call the town hall to set up an installation date.
- Water/Sewer Project Update – Carol reported that they have nothing new on this item.

- Ballot Question Sales Tax – November 2024 Ballot: Terry reported that she hasn't received an update from the town attorney on this item, so she will contact her again.
- KCI Agreement Update – Carol reported that she has not contacted the new attorney again and will need to do that.
- Annex of Property by Hwy 6 – Carol reported that she will try to meet with the attorney on Wednesday morning.
- MVFD Pension Update – Carol reported that she didn't get a reply on the pension update. She is waiting for him to give her the fee they will charge to manage the pension.
- Gravel for the Alleys and Roads – The board readdressed the need for three semi loads of gravel for the alleys and roads. The board decided to vote on the three semi loads. Adam made a motion to approve the purchase of three semi loads of gravel for the alleys. Adam 1<sup>st</sup> Craig 2<sup>nd</sup> Roll Call: Carol-yes Ken-yes Craig-yes Adam-yes Chad-yes Garie-yes Bob-yes Passed.
- Fence Between Town Park and Residences – Terry reported that Pam had this item on the agenda, but she wanted to tell the board that Jeremiah had spoken to Ted, and they wanted Terry to bring it before the board that they would like to move the city scape to the edge of the town park. The board wants to build a fence to contain the barrels from the water treatment plant, but they are planning to have a survey done of the town property before they put up a fence. Carol asked Terry to reach out to Dickinsons Land Surveyors and schedule the survey.
- Water Line Removal at 222 Colorado Ave. Update – The board had approved Timberline Construction to remove the water line for \$300, but there were some things in the way that needed to be moved so he wasn't able to do it. Carol asked Todd if he would be able to remove the line for \$300, but he told her that he was too busy to do it. Carol asked Pam to contact Tyler and ask him to get the items moved so Jermiah could remove the line.
- Rental House Septic Bids – Carol reported that the town received a couple of bids for the septic system at the rental house. One is from 4D Excavating and Septic for \$9,372.00, and the other is from Timberline Construction for \$9,186.22. It was asked what type of drainage system 4D was using and what size pipe would be used. Carol said that she would email Todd and ask him those questions.
- Rental House Furnace Bids – Terry reported that besides the bid from DAHL, she had two different companies that were also going to put in bids but won't receive them until after the meeting, so she asked for the item to be moved to the next meeting.
- Rental House Gutter Bids – Terry reported that she had forgotten about the gutter bid. Carol asked that the item be moved to the next meeting.
- Town Website – Chad reported that KCI does not have the capabilities of being compliant with the new Colorado law. Carol said that she was already in contact with SIPA on the free government websites that they build and keep updated for compliance reasons. Chad requested that the Fire Department be included and offered to be the contact person for the Fire Department.

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## Executive Session

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No executive session was held.

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## New Business

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- Appointment of Trustees – Oath: The board voted to appoint Adam Krier, John Barber, and Charles Amen to the open Trustee positions. Craig made a motion to accept the three applications for trustees. Craig 1<sup>st</sup> Ken 2<sup>nd</sup> Passed. Oaths were given and recorded.

Town Attorney – Ken made a motion to appoint the current town attorney, Kelly Lowery. Ken 1<sup>st</sup> Adam 2<sup>nd</sup> Passed.

Town Accountant – Adam made a motion to accept Mickey Dubbs as the town accountant. Adam 1<sup>st</sup> Craig 2<sup>nd</sup> Passed.

Town Clerk – Adam made a motion to appoint Terry Curtis as the town clerk. Adam 1<sup>st</sup> John 2<sup>nd</sup> Passed.

Deputy Clerk discussion – Ken made a motion to have Pam County as the deputy clerk. Ken 1<sup>st</sup> John 2<sup>nd</sup> Passed.

- Mayor Pro Tem – Swearing in – Oath: Craig made a motion to retain Ken as Mayor Pro Tem. Craig 1<sup>st</sup> Chuck 2<sup>nd</sup> Passed Oath was taken and recorded.

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### Board Discussion Items

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Items discussed by the board:

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### Public Discussion Items

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Comments from the Public: Steve suggested that the town board might want to put some gravel in the holes on the road to the rental house.

Steve told the board that he ordered some water meters and some remote readers. Carol asked Pam to send a letter to Jeremiah about the placement of the remote readers on the address posts in the subdivision.

Steve also mentioned that the town might want to build a berm around the tree pile.

Steve also suggested that the town put the job to bore under County Road 25 out for bid to replace the concentrate line going out to the evaporation ponds.

Steve came up with an estimate for the fence by the park at a cost of about \$2700 if the supplies were purchased from Home Depot.

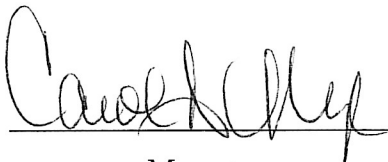
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### Adjournment

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Date: April 8, 2024, at Merino Town Hall

Motion to adjourn was made at 8:20 pm by Adam and seconded by Craig and was passed unanimously.



Mayor

4/22/24

Date



Clerk

4/22/24

Date