

TOWN OF MERINO

Board of Trustees Meeting Minutes

Date February 12, 2024 | Meeting called to order at 7:04 PM | Meeting called to order by Carol Nye

In Attendance

Carol Nye

Ken Salmon

Chad Wettstein

Robert Jones

Craig Cook

Members not in attendance were Adam Krier and Garie County

Guests in attendance were Vanessa Soliz, Dan Wiebers, Steve Curtis, and David Beck.

Approval of Agenda, Minutes and Bills

The agenda was reviewed and approved by all in attendance. Ken made a motion to approve the agenda as presented. Ken 1st Chad 2nd Passed.

Last meeting's minutes for January 22, 2024, were reviewed and were approved by all in attendance. Chad made a motion to approve the minutes as presented. Chad 1st Bob 2nd Passed.

The treasurer's report was reviewed and approved by all in attendance. Ken made a motion to approve the treasurer's report as presented. Ken 1st Craig 2nd Passed.

Approval of Bills: Ken made a motion to accept the bills as presented. Ken 1st Craig 2nd Roll Call: Carol-yes Ken-yes Craig-yes Chad-abstain Bob-yes Passed.

Payment by checks:

Asencio I.T. Solutions, LLC	\$175.00	Chad Wettstein	\$97.86
Colorado Analytical	\$467.00	Dan Wiebers	\$600.94
KCI	\$95.28	Lauer, Szabo, & Assoc.	\$1400.00
Marick's Waste Disposal	\$45.00	NECFFA	\$70.00
Northeast Auto	\$1,115.07	Northeast Co. Health Dept.	\$20.00
Shipping and Stuff LLC	\$234.08	UNCC	\$5.16
USABlueBook	\$658.65	Williamson Lowery	\$552.49
Dardanes Tree Service	\$7,700.00	Fredregill	
		Total	\$13,236.53

Expenditures:

Highline Electric Association	\$41.51	Prairie Mountain Media	\$8.64
Quick Books	\$183.00	U. S. Post Office	\$8.73
Xcel Energy	\$1,103.23	Excel Energy	\$992.10
Xcel Energy	\$569.82		
		Total	\$2,907.03
		Grand Total	\$16,143.56

Payroll Approval of Employee Time Sheets: Ken made a motion to accept the payroll as presented. Ken 1st Chad 2nd Roll Call: Carol-yes Ken-yes Craig-yes Chad-yes Bob-yes Passed.

Committee Reports

- **Water/Sewer Report-** David Beck let the town know that he would be late to the meeting. Carol said that the water/sewer report will be moved back until David arrives.
- **Fire Department Report-** Fire Chief Dan Wiebers reported that Squad 25 went back to the Ford dealership this week for engine failure. He is not sure what they will do with it since Ford did their one and only warranty on it. It will be up to Korf to decide if they want to put \$20,000 into the engine. Dan also reported that they took possession of the Willard 4-wheel drive truck that was donated to Merino. There might also be some money donated to the MVFD as well. Dan asked Terry if the truck was added to the insurance. Terry told him that the information was sent to the insurance company, but they will be out until the 13th, so she is waiting for them to get back to her. Dan said it is a 1990 International 4800, 800-gallon wildland grass interface truck. The truck is in good condition, but the pump and the engine are seized. The tank will need to be removed to check if it is the engine that is seized or if it is the pump. Chad and Dan went to S230 and 231 engine boss training which gives them the qualifications that if an event in the area that gets into a wildfire with FEMA, they would be able to bill back for the hours from FEMA. Dan asked if the town had received the new Home Depot card for the Fire Department. Carol told him that she filed for one and received some paperwork in the mail, but hasn't received a card yet.
- **Streets/Alleys Report-** Terry reported that the alley where work was done on the sewer needs some dirt to fill in the hole. There will be another sewer repair this week and more dirt will be needed there too. The board decided to get some dirt to fill in holes. Chad made a motion to get 12 yards of low-grade road base. Chad 1st Ken 2nd Passed.
- **Clerks Reports-**Terry reported that the Search Grant has been submitted to USDA. She has updated all the payroll and put a letter together along with a survey to make a second request for it to be completed and returned to the town hall. The letter is to go out with the water bills. She has been working on the insurance for the fire department and workmen's compensation. Terry has also been working on the election items. She has the ballots and applications to fill the vacant seats on the board. She has put together a resolution to give her the authorization to appoint election judges. She should have it ready for the next meeting.
Pam reported that the drop box is still getting water in it when it rains. She let the board know that the vacuum in the community center stopped working and asked what they wanted to do with it. Carol asked Pam to bring it to the town hall and she would look at it. Pam reported that her other items are on the agenda.

Old Business

- **Grant Opportunity Update –** Vanessa Soliz, the Workforce Resilience Program Manager, presented to the board a federal grant opportunity of \$25,000-\$75,000 for communities that have been negatively impacted by COVID-19. The Grant helps with employee training, transportation, childcare and housing stipends for new employees. It can also be used to provide funding for employees to obtain needed

skills. The training provided to employees could be reimbursed to the town. This grant can assist Merino with motivating people to apply for part-time positions by benefitting from the available stipends. Vanessa offered to come back again to answer any questions the board might have. The board decided to investigate the Workforce Resilience Grant Program opportunity some more.

- Water/Sewer Report – David Beck reported that the sanitary survey went well. The inspector will write up the final report and let the town know what deficiencies or violations they must fix. David will have 30 days to respond to the report. He said the town received an A+ on the inspection. David reported that the lab results came back from the scale in the lines to the evaporation ponds. David thinks the plug is in town. They have a few options they can try to clean it out, and David asked the board what they want them to do. The board asked that they try the solution and let the board know if it works.
- Water/Sewer Project Update – As stated in the clerk’s report, Terry said that everything has been submitted, trying to get some clarification, and move forward.
- Election Items – This item was reported on in the clerk’s report.

Mayoral Election –

Sales Tax Fund – November 2024 Ballot

- KCI Agreement – Carol reported that she spoke to someone on the phone, and they were supposed to call her back this afternoon and they didn’t.
- Ordinance 2014-1101 – Ken made a motion to accept Resolution 6-2024 amending the 2014-1101 ordinance changing fees for the tapping of water and sewer services for the Town of Merino. Ken 1st Chad 2nd Passed.
- Fence Ordinance – The fence ordinance was read for the first time. The board found some issues that weren’t very clear in the document. Carol told the board that she would fix the items and present the ordinance at the next meeting.
- Noise Ordinance – The ordinance was read for the first time. The board found a few items that need to be changed. Carol said that she will make the changes. Ken made a motion to accept the noise ordinance with the changes. Ken 1st Bob 2nd Passed.
- Town Maintenance Man Position Description – Carol reported that she updated the Town Maintenance Position Description. The clerk will put the ad into the paper.
- Annex of Property by Hwy 6 – Carol reported that the town attorney said that the first thing that needs to be done is a survey of the proposed annexed property. There are certain parameters that must be met to satisfy the annexation requirements. Carol said that she would talk to Ted and report back to the board.
- Approval of MVFD Pension Form – Carol presented to the board a new pension form for the Merino Volunteer Fire Department. The board and the fire department agreed to have a third party oversee the operation of the pension fund. Carol has an appointment with the Bank of Colorado to discuss their fees. She will report back to the board what she learns.
- Communication with Lawyer, Accountant, and Auditor – Carol asked that all communications go through her first for now since it is \$265/hour to talk to the lawyer. Each one will charge for any communications with the town. She wants to prevent any extra charges.

Executive Session

No executive session was needed.

New Business

- Annual Meeting of Logan Well Users, Inc. – Carol reported that she received a letter from the Logan Well Users concerning electing board of directors and meeting business. The letter is for her to assign a proxy to attend the meeting in her place. The board let her know that she could attend the meeting, but the town does not have a full right of a vote.
- Water Meters – Carol reported that for two months two meters have been reading a usage of less than the month before. She asked Steve to check the two meters. Steve reported that the water is on where the meters are located, but no one is living there. What he found was that the water heaters kick on, expands the water, and pushes the water out. He spoke to some plumbers and some people from Sterling, and they put a check valve on the meter that prevents the water from flowing back. The state is going to require homeowners to use an expansion tank on their hot water heaters to prevent slippage. Steve suggested that the town write a letter to the homeowners to have the expansion tanks installed, then the town will install the check valves to correct the issue.
- Damage Deposits for Funeral Dinners at Community Center – There was a question about the fees for funeral dinners held at the Community Center. No fees were being collected for funeral dinners. The board said that anytime the Community Center was used for an event a damage deposit must be collected.

Board Discussion Items

Items discussed by the board: Ken asked if the spring cleanup had been scheduled yet. Pam reported that Marick's hasn't started to schedule spring cleanup yet but she will call again if Nikki doesn't return her call.

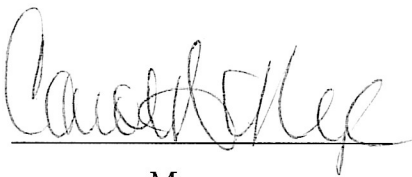
Public Discussion Items

Comments from the Public: Steve told the board that Brad Rhea is having plumbing issues from tree roots. He told Brad that he would need to take out two trees to create access to dig up the line. Steve told Brad that he would need to pay for the repairs on his property and the town will pay for what is on town property. Dan told Steve that a new line locate would have to be called in to include the alley east of Brad's property.

Adjournment

Date: February 12, 2024, at Merino Town Hall

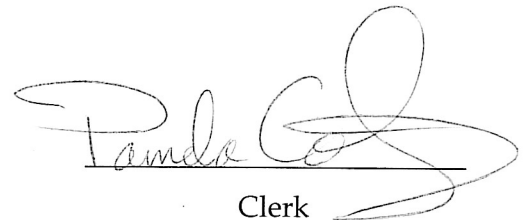
Motion to adjourn was made at 9:05 pm by Ken, seconded by Chad and was passed unanimously.



Mayor

3/25/24

Date



Clerk

3-25-24

Date