

TOWN OF MERINO

Board of Trustees Meeting Minutes

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

In Attendance

Carol Nye Ken Salmon Craig Cook Chad Wettstein Garie County
Robert Jones

Member not in attendance was Adam Krier.

Guests in attendance were Nick Jensen and Steve Curtis.

Approval of Agenda, Minutes and Bills

Agenda was reviewed and approved with the addition of Maintenance job description, and the removal of Approval of mill levy and Approval of 2024 budget that were taken care of at the last meeting. Chad made a motion to approve the agenda as altered. Chad 1st Bob 2nd Passed.

Approval of November 13, 2023, minutes: Ken made a motion to approve the November 13, 2023, minutes. Ken 1st Craig 2nd Passed.

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

Approval of Bills: Chad made a motion to approve bills. Chad 1st Ken 2nd Roll Call: Carol-yes Ken-yes Craig-yes Chad-yes Garie-yes Bob-yes Passed.

Payments by Checks

Aaron Silva	\$525.00	Northeast CO. Health Dept.	\$20.00
Shipping and Stuff LLC	\$20.83	Timberline Construction	\$1,588.41
USABlueBook	\$558.18	Williamson Lowery Fredregill	\$470.00
	Total	\$3,182.42	

Expenditures

Xcel Energy	\$17.90	USPS	\$132.00
	Total	\$149.90	
	Grand Total	\$3,332.32	

Payroll Approval of Employee Time Sheets: Ken made a motion to approve payroll for the employees. Ken 1st Craig 2nd Roll Call: Carol-yes Ken-yes Craig-yes Chad-yes Garie-abstain Bob-yes Passed.

Committee Reports

- Clerks Reports- Pam reported that her items are on the agenda.

Terry reported that she is working on the election and has been getting information for the sewer project and working with USDA and CDPHE. She reported that it is time for the HUTF and CTF reports. Since Kenny's been out, she has been helping with maintenance, Steve did line locates and David contacted her because of high demands and tried to figure out where the leaks were and how to take care of them, turning water on and off as the leaks were getting fixed.

Old Business

- Solar Permit – Legacy Installations: Nick Jensen attended the meeting to represent the property owner. He told the board that the project should be completed within 45-60 days. The board agreed to approve the building permit. Ken made a motion to approve the solar building permit for Legacy Installations for Kaylene Holleran. Ken 1st Chad 2nd Passed.
- Water/Sewer Project Update – Terry reported that she has been working with Matthew Hess and Andy from CDPHE because they need the town's balance sheets for the general fund. She is trying to get everything submitted that they need. Terry also reported on the service line surveys for the sewer project, she will send out a letter with the water bills to the customers that have not returned their surveys.
 - Funding – No report given.
- Election Items – Terry reported that the petitions were due back today. The town will move forward with the election.
 - Mayor and 3 Trustee Positions – April 2024 Ballot
 - Sales Tax Fund – November 2024 Ballot: Terry will contact the town attorney about this item.
- KCI Agreement – Carol reported that she didn't contact the lawyer about this item. She will try again to contact him.
- Lumen Update – No report given.
- Ordinance 2014-1101 – Carol reported that Pam has a copy of it and will get with the town attorney to do the amendment for the price changes that the board had voted on.
- Noise Ordinance – Carol reported that she was going to contact the attorney about changing the times for work to be done during the day and the times for quiet during the night. Once the noise ordinance is completed the town will contact the state to put up signs.
- People Living in Trailers Letter – Carol reported that the letter has not been sent out yet. The board discussed many facets of how they should deal with these situations. The board decided that they need to come up with some guidelines for this that will apply to everyone.
- Fence Ordinance – Pam reported that she had sent the information the board requested to the attorney, but she hasn't heard back from her yet. Carol asked Pam to check in with the attorney to see what the status is with the ordinance.

New Business

- Application for Service Update – Pam reported that she had found some incorrect information on the current document for application of service and updated it for board approval. The board approved the updated form.
- Engagement Letter for Exemption from Audit – Terry reported that this is a yearly thing that must be done. She just needs the board to vote on it and it to be recorded in the minutes so she can sign the document so he can move forward with the exemption from audit. Terry reported to the board that the fee will not exceed \$3400. Ken Salmon made a motion to approve the letter for exemption from audit for 2023. Ken 1st Chad 2nd Passed.

- Refund Back Fees – Curt Hutchison and Don Ladd put a tap in at 205 Logan and were charged back fees for maintenance of \$700.00 plus the tap charge. The tap was installed at that time and should not have incurred any fees until after it was installed. Curt said that he didn't feel like it was right that they should have to pay the back fees. He said that if the town would give him a refund of \$350.00 for his half of the back fees, he would pay his bill. The board decided to refund the back fees of \$350 each to Curt Hutchison and to Don Ladd's property. Bob made a motion to refund the money unduly billed to the tap. Bob 1st Ken 2nd Roll Call: Carol-abstain Ken-yes Craig-yes Chad-yes Garie-yes Bob-yes Passed.
- Housing Project Discussion – Carol reported that she is still discussing this item with the town attorney about what the town would need to do for the proposed project to put some houses in the location between the yellow house and the Merino school property along the north side of Highway 6.
- New Grant Opportunities – Pam presented to the town board a letter from Vanessa Soliz, the Workforce Resilience Program Manager, concerning some grant opportunities. Carol read the letter to the board. After some discussion, the board decided to have someone meet with Vanessa and get more information. Pam volunteered to meet with her and report back to the board.
- Maintenance Job Description – The board looked at the job description and discussed things that needed to be added to the list. Carol said that she would update the list and the board will table it until the next meeting.

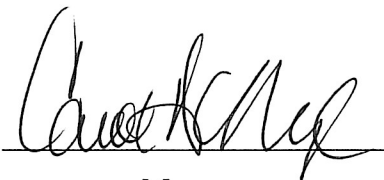
Public Discussion Items

Comments from the Public: Steve suggested that the town might want to ask Todd Daughenbaugh to remove the abandoned line that is on Tyler Daughenbaugh's property. Carol said that she would talk to Todd. Ken made a motion to ask Todd Daughenbaugh to remove the line at the same price that it was bid for by Jeremiah Curtis. Ken 1st Chad 2nd Passed.

Adjournment

Date: January 22, 2024, at Merino Town Hall

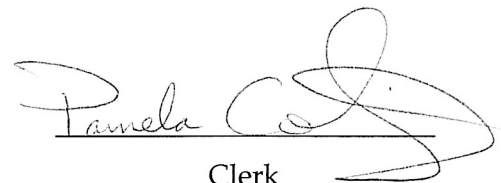
Motion to adjourn was made by Ken, seconded by Chad, and was passed unanimously.



Mayor

2/12/24

Date



Clerk

2/12/24

Date

