

TOWN OF MERINO

Board of Trustees Meeting Minutes

Date January 8, 2024 | Meeting called to order at 7:00 PM | Meeting called to order by Carol Nye

In Attendance

Carol Nye Chad Wettstein Robert Jones Craig Cook

Members not in attendance were Ken Salmon, Adam Krier, and Garie County.

Guests in attendance were Steve Curtis, Clint Crose, Blaine Erickson, and David Beck.

Approval of Agenda, Minutes and Bills

Agenda was reviewed and approved by all in attendance. Craig Cook made a motion to approve the agenda. Chad 1st Chad 2nd Passed.

Approval of November 13, 2023, minutes was tabled until the next meeting.

Last meeting's minutes for December 11, 2023, were reviewed and were approved by all in attendance. Chad made a motion to approve the December 11, 2023, minutes as presented. Chad 1st Craig 2nd Passed.

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

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

Payment by Checks

CIRSA	\$7,679.80	Colorado Analytical	\$492.00
Craig Cook	\$218.45	Johnson and Assoc.	\$240.00
KCI	\$96.63	Logan Well Users	\$901.15
Marick's Waste Disposal	\$45.00	MVFD Fire Pension	\$1,000.00
Shipping & Stuff	\$223.98	Sterling Fuels	\$208.05
UNCC	\$1.29		
	Total	\$11,106.35	

Expenditures

Xcel Energy	\$1,010.41	Xcel Energy	\$876.32
Prairie Mountain Media	\$24.00	Prairie Mountain Media	\$17.28
Quick Books	\$177.00	Highline Electric Association	\$40.93
Xcel Energy	\$1,025.88	Xcel Energy	\$17.82
	Total	\$3,189.64	

Grand Total \$14,295.99

Payroll Approval of Employee Time Sheets: Chad made a motion to approve the payroll for December 29th. Chad 1st Craig 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.

Bob made a motion to approve PTO Payout. Bob 1st Craig 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.

Chad made a motion to approve the payroll for January 6, 2024. Chad 1st Bob 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.

Committee Reports

- **Water/Sewer Report**-Terry reported that David Beck would arrive at 7:15 pm to give the report.
- **Fire Department Report**- Chad reported that there is a reimbursement grant open through DFPC for \$20,000. It can be used for bunker gear and SCBA and things like that. The board asked that the paperwork be given to the board for the grant. Craig made a motion to approve the fire department applying for the grant. Craig 1st Bob 2nd Passed.
- **Streets/Alleys Report**- Carol reported on the tree removal by Greg Dardanes for 2024.
- **Tree Removal Estimate from Dardanes** – Dardanes Tree Service Inc. submitted an estimate for \$7,700 for 17 trees. The price includes removal of trees and cleanup with stump removal. Craig made a motion to approve Dardanes Tree Service Inc. estimate for \$7,700. Craig 1st Chad 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.
- **People Living in Trailers Letter** – After some discussion of zoning codes and state laws concerning campers and campgrounds, the board stated that residential property in Merino is zoned for a single-family dwelling so people living in a camper on the property is a violation of the Town of Merino Zoning Ordinance. The board also stated that in the past they had stated that a camper has to be hooked up to its own water and sewer. The board asked if anyone was living in the campers that had been reported to the board. Blaine Erickson was present to explain the circumstances of his being in a camper on residential property. He is staying in the camper with no water or sewer and only electricity. The house needs some work done to be able to house more than one person. So, he is working on the house and staying in the camper for sleeping. The board informed him that he needs to obtain a conditional use permit while he is living in the camper. The town provided him with the information necessary to apply for the permit and asked him to stay in contact with Terry.
- **Clerks Reports**- Pam asked the board about who will do line locates while Ken is unable to work. Steve Curtis volunteered to do the current locate that came in today. The board will be looking for a full-time maintenance person to take care of the locates and other maintenance responsibilities. Carol told Pam to email them to her and she would figure it out. Terry reported that she is just working on the items she already has.

Old Business

- **Approval of Mill Levy** – Terry presented to the board a resolution to set mill levies. Chad made a motion to approve the resolution 2024-01 to set Mill Levies. Chad 1st Craig 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.
- **Approval of 2024 Budget** – Terry presented to the board a resolution to adopt the budget and a resolution to appropriate sums of money. Chad made a motion to accept resolution 2024-02 to adopt the budget. Chad 1st Bob 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed. Chad made a motion to accept resolution 2024-03 to appropriate sums of money. Chad 1st Craig 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.

- Solar Permit for Kaylene Holleran – The representative for Legacy Solar Installations was not present, Carol asked Pam that they not be put on the agenda again without confirmation that they will be attending.
- Water/Sewer Project Update – Terry reported that the town is waiting on them and that she needed balance sheets from Carol for the water, sewer, and general fund.
- Election Items –
 - Board Reduction – April 2024 Ballot: After some discussion of the pros and cons of board reduction, Craig made a motion to remove board reduction from the ballot items. Craig 1st Bob 2nd Roll Call: Carol-abstain Craig-yes Chad-yes Bob-yes Passed.
 - Sales Tax Fund – November 2024 Ballot: Terry reported that the attorney is still working on this item.
- Water/Sewer Report – David Beck reported that they scheduled a sanitary survey for February 7th. Dave is trying to get the back-flow program report for the school from Castle Plumbing stating whether the school passed the test. Dave reported that water isn't flowing to the evaporation ponds. They will put pressure gauges on the line to see where the block is located. The wastewater is still being directed to the sewer ponds.
- KCI Agreement – Carol left a message and hasn't heard back yet; she will try calling again.
- Lumen Update – No report was given.
- Status of Pipes for Cemetery – Craig reported that he hasn't cut the pipes yet because he needed to know how long to cut them.
- Ordinance 2014-1101 – The board had discussed this at the last meeting and decided that they would amend this ordinance, but they needed the minutes where the board voted for the fee changes. Pam reported that she hadn't found the minutes yet and will put this item on the next agenda.
- Jake Brake Ordinance – Chad noticed a discrepancy on the ordinance concerning the times listed. The board discussed the changes that needed to be made. Carol said that she will contact the town attorney concerning the ordinance and the Logan County Sherrif about enforcing the ordinance. Carol asked that the item be put on the next agenda.
- Community Center Rental Application Approval – The board just checked to make sure that the update had been completed with the rental fee changes.
- Fence Ordinance – The board read through the fence ordinance provided by the town attorney. Carol asked that the information discussed concerning fences be sent to the town attorney so it can be added to the ordinance. This item will also be put on the next agenda.

New Business

- Board Meeting Calendar for 2024 – Bob made a motion to approve the board meeting schedule for 2024. Bob 1st Chad 2nd Passed.

January – 8 th & 22 nd	July – 8 th & 22 nd
February – 12 th & 26 th	August – 12 th & 26 th
March – 11 th & 25 th	September – 9 th & 23 rd
April – 8 th & 22 nd	October – 14 th & 28 th
May – 13 th & 27 th	November – 11 th & 25 th
June – 10 th & 24 th	December – 9 th & 23 rd
- Pay Calendar – The pay dates were listed on the board meeting calendar and voted on at the same time.

Paydates:

January - 12th & 26th
February - 16th
March - 1st, 15th, & 29th
April - 12th & 26th
May - 17th & 31st
June - 14th & 28th

July - 12th & 26th
August - 16th & 30th
September - 13th & 27th
October - 18th
November - 1st, 15th, & 29th
December - 13th & 27th

- Employees Pay – Carol reported that in 2023, two town employees that were being paid more than minimum wage were not given a cost-of-living increase. The board decided to give the two employees an increase of \$1.86 per hour to bring them current for 2024. Chad made a motion to give a cost-of-living increase of \$1.86 per hour to Terry Curtis and Ken Kneeland. Chad 1st Craig 2nd Roll Call: Carol-yes Craig-yes Chad-yes Bob-yes Passed.

Board Discussion Items

Items discussed by the board: Craig asked where the town was at on converting to solar. Carol said that it is supposed to be done by 2035 and if the state wants it done, funds will need to be provided to make it happen. Carol said that the issue with sump pumps needs to be addressed. She will check with the town attorney about what can be done. Carol also asked Terry to check with the water guys about what they recommend.

Public Discussion Items

Comments from the Public: Steve Curtis said that the line locate was for Kent Sager's property. There is a blockage in the sewer line and Kent believes it is on the town's side. Steve said that the entire line should be replaced to the main. Kent is willing to pay for the line from his house if the town will pay for the town's portion.

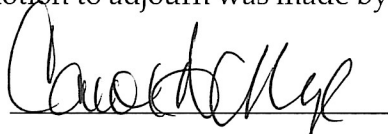
Steve said the board needs to consider refunding some back fees that were collected on brand new taps that should not have been billed to the customers. Carol asked Pam to add the item to the next agenda.

Steve let the board know that Ted is thinking about bringing in some old houses and put them between the yellow house and the school on highway 6. He said the houses could be inside the city limits. If during the sewer project, the town could run a sewer line down the highway so they could tap into it to have town sewer and town water, the houses could be annexed into the town of Merino. This project could provide some revenue for the town.

Adjournment

Date: January 8, 2024, at Merino Town Hall

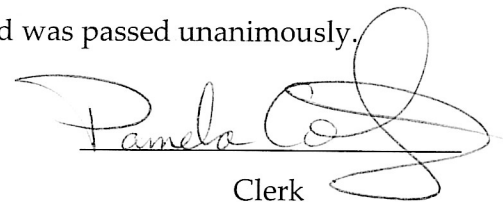
Motion to adjourn was made by Bob and seconded by Chad at 8:59 p.m. and was passed unanimously.



Mayor

1/22/24

Date



Clerk

1-22-24

Date