

TOWN OF MERINO

Board of Trustees Meeting Minutes

Date May 13, 2024 | Meeting called to order at 7:01PM | Meeting called to order by Carol Nye

In Attendance

Mayor Carol Nye Mayor Pro Tem Ken Salmon-arrived at 8:05pm Trustee Adam Krier
Trustee Garie County Trustee John Barber Trustee Charles Amen
Member not in attendance was Craig Cook.

Guests in attendance were Eli Kruger and Dan Wiebers.

Approval of Agenda, Minutes and Bills

Agenda was reviewed and approved by all in attendance. Chuck made a motion to accept the agenda. Chuck 1st Adam 2nd Passed.

Last meeting's minutes for April 22, 2024, were reviewed and were approved by all in attendance. Chuck made a motion to accept the April 22, 2024, minutes. Chuck 1st John 2nd Passed.

Treasurer's report was reviewed and approved by all in attendance. John made a motion to accept the treasurer's report. John 1st Chuck 2nd Passed.

Account	Starting Balance 12/31/22	Revenues	Expenditures	Ending Balance
General Fund	\$166,066.88	\$94,387.57	(\$74,444.93)	\$186,009.52
Streets & Alleys	\$21,088.96	\$36,550.77	(\$43,531.51)	\$14,108.22
Water Fund	\$97,440.39	\$153,894.74	(\$189,895.15)	\$61,439.98
Sewer Fund	\$51,601.24	\$86,348.60	(\$59,702.49)	\$78,247.35
Sewer Fund Grant	\$986.04	\$0.00	(\$220.14)	\$765.90
Conservation Trust Fund	\$29,006.21	\$3,405.63	(\$13,918.34)	\$18,493.50
Fire Dept. Fund	\$31,992.51	\$72,768.51	(\$69,763.86)	\$34,996.86
Fire Dept. Pension	\$61,924.45	\$6,000.00	\$0.00	\$67,924.45
Cemetery Fund	\$0.00	\$1,800.00	(\$133.83)	\$1,666.17
Not Specified (Payroll)	\$0.00	-	(\$16,305.17)	(\$16,305.17)
TOTALS	\$460,106.68	\$455,155.52	(\$467,915.42)	\$477,346.78

CDs are as follows:

Name	Amount	Renewal
TABOR	\$7,029.86	3/8/2025
Town Of Merino	\$49,491.65	3/8/2025

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

Payments by Check:

Asencio I.T. Solutions, LLC	\$175.00	Colorado Analytical	\$582.00
Hajoca Corporation/DAHL	\$2,385.62	Johnson and Associates	\$816.00
KCI - Town Hall/MVFD	\$95.28	Logan County Solid Waste	\$13.98

Marick's Waste Disposal Inc	\$45.00	Northeast Colorado Health Dept.	\$20.00
Shipping and Stuff	\$234.95	Sterling Fuels Inc.	\$1,110.45
Timberline Construction	\$11,683.40	UNCC	\$9.03
	TOTAL	\$17,170.71	
Expenditures:			
CO Water Resources	\$5,965.87	Highline Electric Association	\$91.44
Xcel Energy	\$1,938.91		
	TOTAL	\$7,996.22	
	GRAND TOTAL	\$25,166.93	

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

Committee Reports

- **Water/Sewer Report-** Eli reported that the concentrate line is plugged between the water treatment plant and the end of Morgan Street. The line from the street to the first valve needs to be replaced. Eli recommended that the town might want to use a system with a 500 gallon permeate tank to flush the line when the pump is shut down to prevent scale from collecting. Carol asked Eli if they could put some cones around the hole where they dug to replace lines on County Road 25. Eli said that he would do that. Eli reported that the evaporation ponds were drying out and mentioned that they haven't received any information about the soil samples that Steve sent in for testing. Carol said that she would email Steve and find out about the results.
- **Fire Department Report-** Dan reported that the school kids came over for community service and washed trucks. It is an annual event. Last Wednesday, Sterling Rural Fire Protection Board put in an order for a 2024 Dodge 5500 cab and chassis for the Merino Volunteer Fire Department to replace the 2018 Ford cab and chassis that they have that has blown the motor for the third time. Ford has not been able to figure out why it keeps dropping the number 5 cylinder and blowing up the motor when the truck only has 4800 miles on it. Sterling Rural Fire Protection Board will keep working with Ford on this to get it resolved but wanted the MVFD to have a new cab and chassis to use now. It should arrive within 10-12 weeks. Dan also reported that during the recent power outage the new generator kicked on and the MVFD had lights and power to open the doors. The supplier for the bunker gear they were awarded is coming down on May 25th to size the 10 new sets. The gear was paid for with a 50/50 grant, \$20,000 will be covered by the grant and the remaining \$23,000 will be paid by the department. Dan made sure that the board was aware that the EMS grant cycle is due in July and requested that the town provide the documents to them in late June so they can get it together for an automatic chest compression machine that is about \$26,000 that allows one or two people to do active CPR. The machine is battery operated and does chest compressions for you, for more improved quality and duration, for higher survival rates.
- **Streets/Alleys Report-** Carol reported that the approved gravel hasn't been distributed yet, but the roads were drug during the rain, and it improved them.
- **Clerks Reports-** Pam asked if the Fence Item was supposed to be on the agenda. Tyler stopped in to ask about the fence and she asked him if he had moved the items that were preventing the line removal on his property. He said that they had moved the items earlier, but Jeremiah had said that he couldn't remove the line because some things were in the way, so she said that maybe some other things might still need to be moved to provide more access to accomplish the task. Carol suggested that Tyler contact Jeremiah when they have everything moved. Pam said that her other items were on the agenda.

Carol read Terry's report: For insurance she is working with CIRSA on the renewal. They received an onsite appraisal report that was conducted a couple months ago. She would like to send a copy to each board member to review and discuss at the next meeting with the current coverage and what they would like to do for renewal. She will also be completing the workman's comp renewal application; both are due June 11th. CIRSA in person audit and inspection will be June 11th and she will be preparing the documentation for the audit. Micah that was here at the last meeting, will be meeting with Terry and Carol on Wednesday evening. She completed the CTF report and submitted it. She completed and submitted the American Rescue Covid report.

Carol reported that Terry and Pam met with her last Wednesday and went through the job responsibilities and answered any questions they had.

Old Business

- Water/Sewer Project Update – Carol reported that this is waiting on the auditor to finish the audit. It might be 2-3 weeks.
- November Ballot 2024 Item-Sales Tax – It was reported that the attorney has been busy with a trial, but she said that she will have something for the next meeting.
- KCI Agreement Update – Carol reported that she didn't know where the KCI tower was. The board let her know that there is no tower but a hut where the fiber optics run to. She will know what to discuss with the lawyer when she contacts him again.
- Annex of Property by Hwy 6 – The attorney will have something for the next meeting.
- MVFD Pension Update – Carol suggested that the town put the funds into a CD like Dan recommended and put it in the Bank of Colorado and make sure the signers on it are from the fire department and from the town board. Carol asked that this item be on the agenda for the next meeting.
- Fence Between Town Park and Residences – Carol reported that Terry let her know that the surveyor hadn't gotten back to her yet and she had to reach out to him again.
- Rental House:
 1. Pest Control Estimates – The town received three estimates for pest control at the town rental house from Orkin, Terminix, and Kauffman Pest and Weed Control Company. All the bids were higher than expected. The board decided to take the matter into their own hands and do it themselves.
 2. Rental Amount – Ken suggested a \$1200 monthly rental fee including electricity with a one-year lease. It was also suggested that the town ask for first and last month's rent with a damage deposit. The tenant is responsible for purchasing propane for heat. The propane tank will be full when they move in, and they will be responsible for filling it before they move out.
 3. Appliances – The town plans to purchase a stove, refrigerator, and stackable washer/dryer for the rental house. Carol said that she would look into getting a package deal from Home Depot for the appliances with delivery.
 4. Culligan Water Testing – Pam reported that they were going to do the testing this week, but she didn't know what day they would be able to do it.
 5. R.O. System – This item will be moved to the next agenda.
- Concentrate Line Bids – Terry spoke with the water foreman for the City of Brush. He gave her two company names for boring under County Road 25 to replace the concentrate line, Ransom Boone Excavating and American Teletec. He will mention our project to one when he meets with them on Monday. She will contact them for bids and quotes. She discussed the high-pressure gas line issue and he said that they have worked with that type of stuff before. She also contacted Dan at KCI on Friday but hadn't heard back from him yet.

- Job Applications – Carol reported that she gave the Work Force Center the job descriptions for the Maintenance and Part-time Bookkeeper Positions, and they posted them. The town received a few calls for the maintenance position and one for the bookkeeping position. She called on the maintenance and received no answer or a call back, but the bookkeeping response said that it would cost the town \$1800-\$2400 per month. So, the positions are still open.
- Water System Remote Access – Eli reported that not having access to the water system has been an issue. Remote access provides the opportunity to turn off pumps or reset faults without coming to Merino. After discussing the options, the board decided to renew the remote access previously used for the water system only if the cost did not exceed \$728.00 for a one-year subscription, then get more information for the estimates they had received to make a choice for the following year. Carol will try to find out what the subscription price will be and let the board know. Adam made a motion to accept the bid of \$728.00 for 0-20 units for our current and past remote access provider, should it fall within the higher number of units they will not pay for the subscription. Adam 1st John 2nd Roll Call: Carol-yes Adam-yes Garie-yes John-yes Chuck-yes Passed.
- Computer Backup System – Carol reported that Terry was checking on the Clerkslist to see what other towns are doing for backups, but she hadn't given her an update, so Carol asked to have this item on the next agenda.

Executive Session

No Executive Session was needed.

New Business

- Building Permit for Fence at 421 Lee Street – Tammi was not present, so the board decided to have Ken check on the plan for the fence and report back to the board. Carol asked to have this item on the next agenda.
- Marick's Waste Disposal – Marick's had some questions about the mattresses and trash that were dumped by the recycling bins. There have been reports that items have been illegally dumped from a pickup at different locations around town during the night of three different days.
- Sewer Televising and Maintenance – The town has one alley that hasn't been televised that needs to be done for the water/sewer project. Carol asked that this item be on the next agenda.
- May 27th Board Meeting – The board meeting falls on Memorial Day and the board wanted to discuss options for an alternative to pay bills and payroll. Garie said that if the town posts an agenda 24 hours before the meeting, then it is a legal meeting even if they must vote online.
- Is \$15 Tap Fee Applicable for Occupied Property – The board discussed that a tap fee was for people that had vacant property but wanted to keep the water tap to prevent having to replace it later. For people that haven't paid their bill, the town can place a lien on the property for failure to pay utility bills.
- Bonding Bank Signers – Carol reported that she feels that it is important to have the bank signers bonded. Terry had asked CIRSA if they needed to be bonded. This item will be moved to the next meeting.

Board Discussion Items

Items discussed by the board:

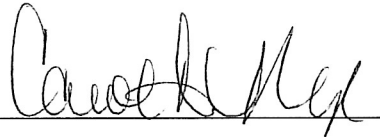
Public Discussion Items

Comments from the Public:

Adjournment

Date: May 13, 2024, at Merino Town Hall

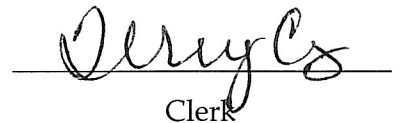
Motion to adjourn was made at 8:38pm by Adam and seconded by Chuck and was passed unanimously.



Mayor

6/10/24

Date



Clerk

6/10/24

Date