

## TOWN OF HOT SULPHUR SPRINGS

### MEETING MINUTES

NOVEMBER 16, 2023

#### 6:27 pm MEETING CALL TO ORDER – ROLL CALL

Mayor Ray Tinkum, Mayor pro-tem Christine Lee, Trustee Dan Nolan, Trustee Tim Harvey, Trustee Meredith Howe, Trustee Kathy Knight, Trustee Richard Gott *All present*

1. Agenda for November 16, 2023 and meeting minutes from October 19, 2023
  - i. *Motion made by Trustee Dan Nolan to accept the agenda and the meeting minutes with one modification: To move the agenda item for OLRT vote on Michelle Cowardin to the beginning of the meeting; seconded by Mayor pro-tem Christine Lee. All voted aye, motion carried.*
2. FINANCIAL REPORT

Town Clerk / Treasurer Katie LaDrig presented the Board of Trustees with copies of the credit card statement for October, the bank statement for the month of October, the current transaction report for the bank account through November 16, 2023. The credit card statement was \$3,995.87 with \$3,462.90 in the process of being credited back. The current balance on the checking account was \$92,873.00 with A/P at \$92,235.07. A few checks will be held in A/P until the next large deposit from the Comp Plan comes in. This will leave enough money for payroll, taxes, and Empower in the checking account. Question was asked regarding payment to Holly Wood Computer Consulting. Explanation was given that Holly has been very patient with receiving payment on work going back to March 2023.
3. PUBLIC COMMENT:

Trustee Dan Nolan presented Michelle Cowardin as the new District 1 member of the OLRT (Open Lands Rivers and Trails) committee. Michelle's application had gone through all of the approval processes and she is now ready to assume her new position for the next four years. She works for Parks and Wildlife as a Statewide Coordinator presently and will continue to do so. *Motion was made by Mayor pro tem Christine Lee to appoint Michelle Cowardin to the OLRT Committee as our District 1 representative; seconded by Trustee Dan Nolan. All voted aye, motion carried.*
4. STAFF & COMMUNITY PLANNING STRATEGIES UPDATES
  - a. Public Works Department:

Philip McElroy presented information on receiving input from Colorado Rural Water on wildfire mitigation in determining which buildings are at the most risk for wildfire and the preparation needed to prepare for that. Working on budget for Water and Sewer Funds. Nick Rardin talked about the lead service line inventory that will need to be done in the coming months. There will be a meeting for technical assistance with Colorado Rural Water Association regarding this. Fire hydrants have been flushed for the season. Public Works has submitted all information to the engineers for the BOLL filter installation. Bill LaDrig from Streets and Parks is ready with equipment for the snow to fly. Working on the budget for next year as there are several roads that will need to be repaired quite extensively. Mayor pro-tem Christine Lee asked about a follow-up to the tree mitigation that was completed this year and was informed that it had been done. As of right now, unless we get free services, there will be no more mitigation done.
  - b. Town Hall:

Working on budget and learning the process. Business license renewal letters went out this week. Delinquent accounts notifications went out. There is only one account that is delinquent over two quarters. Reminder of rate study meeting scheduled for Monday the 20<sup>th</sup>.
  - c. Wendy Bourn – Grant applications update:

Everything is status quo regarding grant applications. The bipartisan infrastructure funds should be coming available in the next year. Trainings are being offered to grant writers to learn more about upcoming grants.

d. CPS / TJ Dlubac:

TJ was unavailable for meeting and uploaded his update into Dropbox. The Urbanetz property is sitting until next spring when construction will begin.

5. DISCUSSION ITEMS:

a. Rate Study Update – P. McElroy

Rate study workshop will be on November 20<sup>th</sup> where Sara Everhart will present the agency findings to the Board of Trustees.

b. Himebaugh Gulch update – Dan Nolan

Originally planned to apply for grant to finish the loop trail. That will not happen now until next fall as the spring cycle is not going to happen.

c. Budget for 2024 – Katie LaDrig

Budget workshop will be set after the Rate Study Workshop. Budget worksheet was passed out with the caveat that the actual numbers are not yet accurate due to credit card charges that were not applied to expenditures. Also distributed was the printout of the Colorado Trust documents for the reserve accounts showing the current balance. Discussion ensued. Budget workshop was set for Monday the 27<sup>th</sup>, with following workshops scheduled for December 5<sup>th</sup>, December 12<sup>th</sup>.

c. Hoffman Family Status – Katie LaDrig

Due to a house fire, the Hoffman family is unable to live in their home. It was proposed that the Board of Trustees okay the suspension of their current water bill and not charge for future water bills until such time that they are back in their home. This would not go against the Town Code, as there is not water currently servicing the home.

d. Dropbox Subscription – Katie LaDrig

Also included in the discussion was Teamviewer and the cost associated with this service. We do not need 17 subscriptions, just 2. Dropbox is \$420 a month for the subscription. It was agreed that Teamviewer would be reduced to 2 subscriptions. Dropbox will be contacted regarding the cost and to do further research as to how it is needed. This will be tabled until the next meeting. *Motion to drop all but five subscriptions made by Trustee Meredi Howe; seconded by Mayor pro-tem Christine Lec. Discussion ensued. One abstain, two nays, 4 ayes; motion carried. Motion made to table discussion pending further investigation made by Mayor pro-tem; seconded by Meredi Howe. All voted aye, motion carried.*

e. Maria Trail email – Katie LaDrig

Ms. Trail was unhappy with her water bill charges due to having two accounts with the Town. In the past, her account had been manually changed to always show the minimum amount due, no matter the amount of water used. She wanted the Board to allow her to continue this practice. This question should be addressed during the rate study workshop and that policy should be held until final decisions are made regarding the new 2024 rates. Ms. Trail will be informed that old practices will not be upheld and Town Code will be followed.

f. Credit card discussion – Katie LaDrig

Question was raised about changing credit card company from US Bank to another institution due to past practices and bad customer service. Town Clerk would like to find a company that would not be so hard to work with and would credit payments, even if made halfway through billing cycle. Board agreed to allow Town Clerk to pursue other credit card options.

g. Cemetery discussion – Ray Tinkum

Email was received from Chris Price regarding the steps still needed to pursue taking over the management of the cemetery. Anne Hollis will change some information through her attorney to allow the Town to assume responsibility of the cemetery. *Motion made to officially proceed with the acquisition of the cemetery by Trustee Dan Nolan; seconded by Trustee Tim Harvey. Discussion ensued pursuant to answering Chris Price's questions and checking on insurance and state laws. One abstain, six voted aye, motion carried.*

6. OPEN ACTION ITEMS

a. Grand Places 2050

Meeting last month; Forest service management is in the process of updating procedure for forest management. Also discussed was the need for better response to road conditions in order to handle emergency situations. Also, there will be data given and reviewed regarding how people use the forests and the preservation of plants in high risk areas.

b. Crosswalk across Highway 40

No update – still researching how to get flags for pedestrians.

7. ACTION ITEMS

a. Accounts payable in the amount of \$92,235.07

i. Motion was made by Trustee Dan Nolan to accept the accounts payable amount; seconded by Trustee Tim Harvey. Discussion ensued. Motion was voted on; all voted aye; motion carried.

b. Payroll in the amount of:

10/09/23 – 10/22/23	\$11,015.50
10/23/23 – 11/05/23	\$ 9,607.14

i. Motion was made by Mayor pro-tem Christine Lee to approve payroll; seconded by Trustee Tim Harvey. Motion was voted on; all voted aye, motion carried.

c. Hoffman Family Emergency Relief:

i. Motion was made for emergency relief for the Hoffman family to suspend water payments until such time as they are back in their home by Trustee Meredi Howe; seconded by Trustee Richard Gott. Motion was voted on; all voted aye, motion carried.

OTHER BUSINESS:

Mayor Ray Tinkum

Mayor pro-tem Christine Lee – Mayor/Manager meeting update given to Board. Discussion on possible STR bill coming before the state legislature for the next year. Also, tourism tax will be on ballot to allow towns to use for Child Care allocations. School resource officer - request for assistance from Granby to the other towns was raised. Will be revisited at next M/M meeting. Staffing continues to be a problem for law enforcement throughout the county. The state is working on new standards for jails in the state. Towns all gave updates to attendees. There was also discussion in the state legislature regarding the stopping of BLM leases on public land in Grand County for oil and mineral extraction.

Trustee Tim Harvey  
Trustee Dan Nolan  
Trustee Meredi Howe  
Trustee Richard Gott  
Trustee Kathy Knight

ADJOURNMENT:

i. Motion made by Trustee Meredi Howe to adjourn, seconded by Trustee Kathy Knight. All voted aye, motion carried. Meeting adjourned at 8:48 pm.



A handwritten signature in blue ink, appearing to read "Raymond A. Tinkum".

Mayor Raymond Tinkum

A handwritten signature in blue ink, appearing to read "Katie LaDrig".

Town Clerk/Treasurer, Katie LaDrig