

# TOWN OF HOT SULPHUR SPRINGS

## MEETING MINUTES

JUNE 20, 2024

6:31 pm MEETING CALL TO ORDER – ROLL CALL

Mayor Ray Tinkum, Mayor pro-tem Christine Lee, Trustee Tim Harvey, Trustee Richard Gott, Trustee Kathy Knight, Trustee Dan Nolan, Trustee Stacey Paulson: *Absent: Trustee Richard Gott and Trustee Tim Harvey; Trustee Kathy Knight arrived at 6:48pm.*

### 1. CONSENT AGENDA

Agenda for June 20, 2024 and meeting minutes from May 16, 2024

- i. *Motion made by Trustee Dan Nolan to accept the agenda and the meeting minutes from April 18, 2024; seconded by Mayor pro-tem Christine Lee. Trustee Dan Nolan requested that noxious weed spraying be added to the discussion items; item was added. All voted aye; motion carried.*

### 2. FINANCIAL REPORT -

Town Clerk Katie LaDrig presented the bank statement for United Business Bank for the month of May, the COLO Trust savings account statement for the month of May. \$10,000 will be added to the Water Fund and the Sewer Fund, \$5000 each in the next month from the general checking account. These funds to be deposited are coming from the water capital replacement and sewer capital replacement monies that are paid through the utility billings. Accounts Payable for the month of June was significant due to the mag chloride application and the purchase of the BOLL filter. The credit card statement was also provided to the trustees.

### 3. PUBLIC COMMENT

### 4. STAFF AND COMMUNITY PLANNING STRATEGIES UPDATES

- a. Public Works Department: Nick Rardin, Public Works Department reported that they are still looking for quotes on the construction of the BOLL filter. The State Revolving Fund application is due by the 30<sup>th</sup> of the month and will be completed on time. The Projects Needs Assessment will be put out to bid in the next month. Awaiting a quote on the auto-sampler for the wastewater treatment plant. This will help with I&I and other reporting that is required by the State. Resource Roadmap draft from Sustainable Strategies was just received and will be reviewed in the next week. CIRSA audit is coming up next week. An extension request has been made to CDPHE for the replacement of the lagoon liner to move the deadline to next year. No response as of yet.
- b. Town Hall: Katie LaDrig, Town Clerk reported that a part time assistant has been hired for town hall, Peggy Marsh. Delinquent account status: There were two red-tag notices delivered and both accounts have been paid. The auditors have received account information to begin the 2023 audit. Gopher traps were purchased by the Town and are available for residents to purchase. A deposit was finally received on a two-year old grant reimbursement for \$100,000. Dropbox has been updated and the cost for this service was changed from \$420 monthly to \$198 monthly.
- c. Wendy Bourn – Grant applications update: Wendy has been looking into a grant through “Safe Streets 4 All”. She will be doing some more research into this. She will also be looking into the Town’s water rights and exactly what the Town could do regarding these rights for alternate water sources and revenue. The request for a new website through SIPA, which would provide a website to the Town at no cost has been submitted. The report on Grand County wages for the last quarter of 2023 was published and the wages shown is significantly lower than the rate study had reported for our town. This could impact our disadvantaged community status and help the town reduce expectations for future rate studies. Discussion ensued regarding obtaining a grant to fix up tennis courts, basketball court, etc. Wendy will look into this.
- d. CPS/TJ Dlubac: Building permits, currently four being active, are continuing. Development applications have slowed in the last few weeks. Comp plan and the Code Update continues with more discussion needed. TJ suggested that the Comp Plan and the Code Update be separated with adoption of the Comp Plan proceeding and the Code Update continuing. A community listening session is being held along with a business owner’s roundtable to be scheduled. Discussion ensued. The IGA with the Building Department at the County has not been finalized yet. Also still in the works is building permit fees. TJ is still working with Nick Rardin on building improvement policy updates. TJ spoke with Chris Price regarding a Use Tax implementation. This could conceivably bring in revenue annually of up to \$250,000.

### 5. DISCUSSION ITEMS

- a. Surveillance camera in Town Park / Pavilion-due to vandalism at Town Park, it was decided to get an estimate on surveillance. The cost for this would be \$6,504.00
- b. Town Hall exterior painting estimate- an estimate was received to prep and paint Town Hall for a cost of \$6,300.00. This would include everything from scraping to painting. There was also an estimate given to paint outbuildings at Town Park for the cost of \$3,500.00.

- c. Replacement of Meredi Howe on P&Z Committee-Mayor Ray Tinkum requested the Board's acquiescence to replacing Meredi Howe on P&Z with himself.
  - d. New moratorium on building: The new moratorium addresses the wastewater issues the town is experiencing. It was suggested by Element Engineering that the town no longer accept any new building that would require new tap installations. This moratorium will be in effect until December 2025, or until the town can resolve the current issues with our capacity at the lagoons. If people have already purchased tap fees, they would be allowed to continue building permit process and building of their homes. There is an exception to the moratorium for the property owner on Colorado Street because of previous conversations/commitment that the Town has made with that owner.
  - e. Performance evaluations for Staff – Evaluations were conducted with employees and the following recommendations were made: Increase from \$38.00 to \$41.00 hourly for Nick Rardin; increase from \$35.00 to \$37.00 for Johnny Hirt; increase from \$28.60 to \$32.00 for Bill LaDrig; increase from \$30.00 to \$34.50 for Katie LaDrig. Discussion ensued. Suggestion was made to give part-time employees raises also; Donald Dailey increase from \$19.00 to \$20.00 and Andy Hugley from \$33.52 to \$35.00.
  - f. Leslie Lemon (Johnny Hirt's daughter) Memorial – The staff would like to extend the Town's sympathies to Leslie's family in the planting of trees by the memorial company in honor of her life. Five trees would be planted in her memory for a cost of \$115.00.
  - g. Permission letter from Meredi Howe re: dog limit allowance – the request was made to allow the dog limit to be relaxed for this resident in order for her to breed her dog and to also possibly foster dogs for temporary time periods. There would also be the possibility of taking dogs for training for several weeks at a time. Discussion ensued. The decision was made to table the discussion until a future meeting.  
*Motion was made by Trustee Kathy Knight to extend the Board of Trustees meeting past 9:00 pm.  
Seconded by Trustee Dan Nolan. All voted aye, motion carried.*
  - h. Agreement contract for accountant services – Contract was distributed to board members regarding the accountant services that was recommended by the auditors.
  - i. Additional credit card for Nick Rardin – Suggestion was made now that the Town's financial situation has become better to add another credit card to the US Bank credit card account for Nick Rardin. The limit of purchasing would stay at \$5000, it would just be split between the two cards.
  - j. Noxious Weed Spraying: Request for Proposal was sent to Weed Wizard, the company who has typically supplied the service in the past. They have agreed to spray for the \$4200. Board of Trustees unanimously agreed.
  - k. Employee Guidebook revisions for 2024 included additional information on the drug / alcohol policy, sick time policy, clarification of the 4day/10hr work week holiday pay, clarification of holiday pay when employee has worked on that holiday.
6. OPEN ACTION ITEMS
- a. Grand Places 2050 – Trustee Dan Nolan explained the purpose of this organization for the benefit of the new trustee, Stacey Paulson. Also, training for frontliners was held and the information of 250,000 tree saplings that will be planted in the burn area.
  - b. Crosswalk across Highway 40 – no information at this time
  - c. Building permit and IGA with County – on hold at this time
  - d. Follow up on Engineering firms – research continues on this
7. ACTION ITEMS
- a. Accounts payable in the amount of: \$115,914.45
    - i. *Motion was made by Trustee Dan Nolan to approve accounts payable in the amount of \$115,914.45; seconded by Mayor pro-tem Christine Lee. All voted aye, motion carried.*
  - b. Payroll in the amount of:
 

05/20/24 – 06/02/24	\$15,741.23
06/03/24 – 06/16/24	\$13,266.88

    - i. *Motion was made by Mayor pro-tem Christine Lee to approve the payroll listed above; seconded by Trustee Stacey Paulson. All voted aye, motion carried.*
  - c. Ordinance 2024-06-20-214 Building Moratorium:
    - i. *Motion was made by Trustee Kathy Knight to approve the building moratorium, seconded by Mayor pro-tem Christine Lee; all voted aye, motion carried.*
  - d. Agreement letter with SilverCreek CPA:
    - i. *Motion was made to approve the agreement between the Town and SilverCreek CPA by Trustee Dan Nolan; seconded by Trustee Stacey Paulson. All voted aye, motion carried.*
  - e. Town Hall and Town Park exterior painting:
    - i. *Motion was made to approve the painting of Town Hall and buildings at Town Park not to exceed \$10,000 by Trustee Dan Nolan; seconded by Trustee Stacey Paulson. All voted aye, motion carried.*
  - f. Surveillance camera at Town Park
    - i. *Motion was made to approve the purchase of a surveillance camera at Town Park by Trustee Dan Nolan, seconded by Mayor pro-tem Christine Lee. Discussion took place to inform the fire chief of the installation. All voted aye, motion carried.*

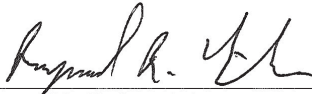
- g. Performance Evaluations and raises for staff
  - i. *Motion was made to approve the raises for the staff by Trustee Dan Nolan; seconded by Trustee Stacey Paulson. Discussion on raise for Katie LaDrig ensued. Motion failed. Discussion on the raise for Katie LaDrig regarding whether the raise should be for 12% at \$33.60 or 15% at \$34.50. Motion was made to approve the raises as proposed by the Mayor by Trustee Dan Nolan; seconded by Stacey Paulson. All voted aye, motion carried.*
- h. Replacement of P&Z Commission member Meredi Howe with Mayor Ray Tinkum
  - i. *Motion was made by Trustee Stacey Paulson; seconded by Mayor pro-tem Christine Lee. All voted aye, motion carried.*
- i. Employee Guidebook Revisions
  - i. *Motion was made by Trustee Stacey Paulson; seconded by Trustee Dan Nolan. All voted aye, motion carried.*

7. OTHER BUSINESS:

Mayor Ray Tinkum  
Mayor pro-tem Christine Lee  
Trustee Dan Nolan – Land Trust is hosting wildflower walk. Question on pasture lease with Monte Linke.  
Monte will be called re: cows on Himebaugh Gulch Trail.  
Trustee Tim Harvey  
Trustee Kathy Knight – Why are there extra speed bumps on roads?  
Trustee Richard Gott  
Trustee Stacey Paulson

8. ADJOURNMENT:

- i. *Motion was made by Trustee Kathy Knight to adjourn the meeting; seconded by Trustee Dan Nolan. All voted aye, motion carried.*
- Meeting adjourned at 9:36 pm



Raymond R. Tinkum, Mayor



Katie LaDrig, Town Clerk / Treasurer

