



Town of
*Hot Sulphur
Springs*

BOARD OF TRUSTEES MEETING MINUTES

APRIL 17, 2025

6:33 pm MEETING CALL TO ORDER - ROLL CALL

Mayor Ray Tinkum, Mayor Pro Tem Annie Stiefel, Trustee Richard Gott, Trustee Tim Harvey, Trustee Kathy Knight, Trustee Dan Nolan, Trustee Stacey Paulson: *Trustee Richard Gott was absent.*

✓ AGENDA AND MEETING MINUTES APPROVAL

✓ Agenda for April 17, 2025

✓ Meeting minutes from March 20, 2025

Motion was made by Trustee Dan Nolan to approve agenda and meeting minutes; seconded by Mayor pro tem Annie Stiefel. All voted aye; motion carried.

✓ FINANCIAL REPORT - Town Clerk/Treasurer

Town Clerk / Treasurer Katie LaDrig presented the Board with the United Business Bank statement from March 2025. The United Business Bank account is averaging a balance of \$215,000 every month, with the knowledge that our loan payments totaling \$68,000 will be paid out at the end of the month. COLO Trust March 2025 statement ended with a balance of approximately \$743,000. Accounts payables were presented to the board with the amount for the month of March at \$113,346.56. The Revenues with Comparison to Budget was given out, as was the credit card statement for the month of March was presented in the amount of \$2,825.31.

✓ STAFF AND COMMUNITY PLANNING STRATEGIES UPDATES

Public Works Department: Jetting and video took place in the past week, with a few issues being found in a couple of the areas. The videos will be reviewed in the next couple of weeks. Michael Jones, the new water operator will be getting his reciprocity certification for Colorado. Michael Gramm is doing very well and there will be a vote on his performance evaluation this evening. The Town was awarded the DOLA Administrative Grant for the design/engineering portion of the WWTP project. The PNA was submitted last week for the SRF process and there is an upcoming meeting to discuss pre-qualification in the next couple of weeks. We are also submitting for a grant funded by Freeport McMoRan. Streets/Parks department will begin cutting drainage ditches in the next few weeks. Nevava St is showing a problem with some of the houses because of encroachment into town right-of-way and residents will need to be notified. Discussion ensued.

Town Hall: Attended Zoom meeting for Bustang where it was determined that the Aspen/Hwy 40 bus stop would not be feasible. CDOT and Bustang feel that the best place for the bus stops will be at the corner of Maple/Hwy 40, although that would require moving our crosswalk from Hemlock to Maple. Putting the bus stops at Hemlock/Hwy 40 presents a problem for the westbound bus stop because of visibility issues. The Board would like the bus stops to be placed at Hemlock/Hwy 40, if at all possible. The first funeral was held since the Town took ownership of the cemetery. All appears to have gone well. A resubmittal was made for the FY26 CPF project, this time in the amount of \$4M. Tree mitigation took place in the last week in Pioneer Park. Several trees were removed due to the dangerousness to campers coming in this summer. The Campground will be

open on May 9th. We are looking at some improvements to the entrance sign to Pioneer Park Campground.
CPS/TJ Dlubac: Not present

✓ DISCUSSION ITEMS:

- ✓ Cemetery Committee – Tim Harvey:
The first burial went well. Tim has been working on the cemetery management that includes financial, operations, development of rules and guidelines, maintenance, record keeping, legal. Board direction is needed regarding many items including budget, approvals on expenditures, check signing and integration into Town Hall offices. Discussion ensued.
- ✓ Cell Phone Reimbursement:
Mayor Ray Tinkum made the request to raise the reimbursement amount for cell phones from \$50.00 to \$75.00 per month.
- ✓ Procurement Policy:
Upon further review of this policy that was tabled from the previous Board of Trustees meeting, it appears that this policy will be moved to Action Items. The question regarding determining the qualification of bid documents was clarified upon further review.
- ✓ CRW and CRS Revenue:
Town Treasurer Katie LaDrig made the request to take the capital replace funds for the water and sewer departments that the Town brought in for Quarter 1 into sub-accounts at COLO Trust savings accounts. The amount for the CRW was \$12,604.00 and for CRS was \$13,209.48. This should have been an ongoing deposit into savings for several years and now that the Town is financially able to do so, the treasurer wants to begin this practice each quarter.
- ✓ Tennis Court Update – Dan Nolan
The next grant cycle is the end of July with GOCO, however, the original grant money included the agreement to maintain the surface of the tennis court. After speaking with GOCO, this is no longer an issue. This is a very competitive grant that is trying to be awarded and in order to improve our competitiveness, Trustee Nolan will be trying to get additional monies from other entities, which includes the HSS Days Committee and also planning to fund raise with our community.

• OPEN ACTION ITEMS

- ✓ Grand Places 2050: No update at this time.
- ✓ Crosswalk across Highway 40: CDOT has made it very clear that there will never be more than one crosswalk in our town. The cost of maintaining a crosswalk was their excuse (\$3,000) every three years.

• PUBLIC COMMENT

- ✓ Resident Linda Gerrans wanted to make a public comment thanking Bill LaDrig and Donald Dailey for all of their work on the Town Park and brought gifts for them as a thank you. She also wanted to express her appreciation for the snow removal every winter and what a good job they are doing.
- ✓ Christine Lee made the announcement for the Easter Egg Hunt for the upcoming weekend.

- ACTION ITEMS

- ✓ Accounts payable in the amount of: \$113,346.56

Motion was made by Trustee Tim Harvey to approve accounts payable in the amount of \$113,346.56, seconded by Mayor pro tem Annie Stiefel; All voted aye; motion carried.

- ✓ Payroll in the amount of:

02/24/25 – 03/09/2025	\$ 12,653.86
03/10/25 – 03/23/2025	\$ 13,526.84

Motion was made by Trustee Stacey Paulson to approve payroll in the amounts listed above, seconded by Mayor pro tem Annie Stiefel. All voted aye; motion carried.

- ✓ Motion to approve Resolution 2025-04-01; Open Records Policy:

Motion was made to approve Resolution 2025-04-01 by Mayor pro tem Annie Stiefel, seconded by Trustee Dan Nolan. All voted aye; motion carried.

- ✓ Motion to approve Cell Phone Reimbursement change:

Motion was made by Trustee Dan Nolan to approve the change in cell phone reimbursements; seconded by Trustee Stacey Paulson. Five voted aye, one abstain; motion carried.

- ✓ Motion to approve the CRW and CRS Revenue distribution:

Motion was made by Trustee Stacey Paulson to approve the distribution of the above mentioned funds into COLO Trust accounts; seconded by Mayor pro tem Annie Stiefel. All voted aye; motion carried.

- ✓ Performance Evaluation for Michael Gramm

Motion was made by Trustee Kathy Knight to approve the raise for Michael Gramm; seconded by Mayor pro tem Annie Stiefel. All voted aye; motion carried.

- ✓ Motion to approve the Procurement Policy:

Motion was made by Mayor pro tem Annie Stiefel to approve the Procurement Policy dated March 17 2025 with the correction to April 17 2025; seconded by Trustee Stacey Paulson. All voted aye; motion carried.

1. OTHER BUSINESS

Mayor Ray Tinkum

Mayor Pro Tem Annie Stiefel – Reviewed the emergency plan that was disseminated last meeting. A committee will be formed and the meeting will be set after the Mayor returns from vacation.

Trustee Richard Gott

Trustee Tim Harvey – Regarding the train running from Denver to Craig; Kremmling has shown an interest in having a depot. Does our town have a

desire to request a depot? At this time, it appears that the train is looking to just build a platform.

Trustee Kathy Knight

Trustee Dan Nolan

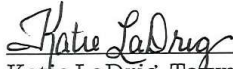
Trustee Stacey Paulson

2. ADJOURNMENT

- i. *Motion was made by Mayor pro tem Annie Stiefel to adjourn the meeting, seconded by Trustee Stacey Paulson. All voted aye; motion carried. Meeting adjourned at 8:14pm.*



Raymond R. Tinkum, Mayor



Katie LaDrig, Town Clerk/Treasurer