

BOARD OF TRUSTEES MEETING MINUTES

OCTOBER 16, 2025

6:30 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: *All present.*

• AGENDA AND MEETING MINUTES APPROVAL

- ✓ Agenda for October 16, 2025
- ✓ Meeting minutes from September 18, 2025
Motion was made by Trustee Stacey Paulson 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 September 2025. The United Business Bank account had an ending balance of \$ 267,481.82 last month. The COLO Trust September 2025 statement ended with a balance of \$ 815,291.02. Accounts payables were presented to the board with the amount for the month of August at \$57,780.67. The Revenues with Comparison to Budget was given out. The credit card statement ending October 14th was presented in the amount of \$2,265.54.

• STAFF AND COMMUNITY PLANNING STRATEGIES UPDATES

Public Works Department: Michael Gramm reported that the new hires have been doing an excellent job, especially Terrence Charles Jr. The new schedules will be staggered to cover the 7 days per week. The Habitat for Humanity curb stop issue has been repaired and completed. There are minor compaction issues that are being addressed. There was a surge of brown water complaints this past week due to the flushing of fire hydrants. The staff was able to use the new water truck to gather the water instead of the water just being discharged into the ground. The water was then used to prepare the grading on the streets to get ready for snow plowing this winter. The lead/copper line service inventory procedure has been completed and we will no longer be identified as having a problem with the state and will no longer have to report to the state on this issue. Still working with Swiftwater Solutions Engineering firm on moving forward with getting our wastewater lines repaired and will be going after the state revolving fund loan to get the lagoon liner replaced.

Town Hall: Update on the Pioneer Park Campground was given. The budget for the year for the campground was \$13,000 for the year. To date, the revenue brought in is at \$ 22,136. Administrative Assistant Peggy Marsh has resigned but things continue to move along smoothly. Trunk or Treat will be held on Saturday, November 1st this year, with trick or treating being on the 30th, as usual. The grant process and SRF process is moving along well. There is still a remainder of a grant with CRWPDA and I will be requesting the final reimbursement on that grant. Our grant application was awarded by the NDME to purchase two generators for the wastewater and water plant in the amount of \$144,840. We have three years to complete this project. Mayor Tinkum did bring up that we have been working for over two years to try to get grants on the lagoon liner replacement issue with no success, so at this point we will be applying for a state revolving fund loan in the amount of \$1.8 million. We will be having a town meeting on December 9th at 6:00pm to inform the residents of what we are pursuing in order to get the lagoon liner replaced. This will require an increase in sewer rates of 22% for 2026. There should not be a necessity to raise water rates at this time.

CPS/TJ Dlubac: Not present, no update given.

- DISCUSSION ITEMS:

- ✓ Highway 40 Property Purchase: The 100 acres just east of Town that we are trying to acquire has been the latest project that Trustee Dan Nolan has taken the reins on. He has been in contact with and will be applying for an OLRT grant to purchase this property. The sellers are willing to sell this property to the town with the understanding that this property will be put into a conservation easement to retain the open land and not be developed. There was a concern that residents will be questioning why their sewer bills are being raised while we are pursuing this property purchase with the clarification being made that General Fund money cannot be used for Water/Sewer expenditures and so these are two separate subjects and this property purchase is not affecting the increase.
- ✓ Buy In - Tap Fees: Current tap fees are \$10,000 each. Looking at comparisons, other towns are charging approximately the same amount in different ways, such as infrastructure fees. Discussion ensued.
- ✓ 317 Grand and 302 Spring - Nuisance Complaint: After reviewing the photos, the Board of Trustees agreed to move forward with a nuisance letter to the property owner.
- ✓ 588 E Nevada St - Nuisance Complaint: After reviewing the photos, the Board of Trustees agreed to move forward with the next step in the nuisance complaint with a municipal court date being set.
- ✓ Tennis Court Update: As of last month, donations were at \$9,735.50. The pledges received since the last billing went out with the pledge form enclosed are \$3,440.00 and labor at 60 hours from residents. Total pledge and donations at this time are \$13,175.50 to date. Trustee Dan Nolan is going to reach out to the contractor that originally put the quote in on the courts for an updated bid.

- OPEN ACTION ITEMS

- ✓ Grand Places 2050: The team is working on a strategic action plan. In October/November they are going to be reaching out to the community to create a focus group to present to the Mayor/Manager/Commissioner meeting the strategic action plan.
- ✓ 320 Colorado Street has been discussed for quite some time, with a license agreement for the property owner to build a driveway which would require this agreement. It was decided between the property owner, the mayor and the streets/parks supervisor that the property owner has agreed to build Colorado Street to street specifications. This alleviates the need for a license agreement, while also giving the Town a completed road instead of just a driveway. All parties were amenable to this and work will commence in the next couple of weeks.
- ✓ Cemetery Update: No update at this time.

- PUBLIC COMMENT

- ACTION ITEMS

- ✓ Accounts payable in the amount of: \$57,780.67

Motion was made by Trustee Stacey Paulson to approve accounts payable in the amount of \$57,780.67, seconded by Trustee Dan Nolan; All voted aye; motion carried.

- ✓ Payroll in the amount of:

09/08/25 - 09/21/2025 \$ 11,210.28

09/22/25 - 10/05/2025 \$ 12,266.11

Motion was made by Trustee Stacey to accept payroll above; seconded by Mayor Pro Tem Annie Stiefel; All voted aye; motion carried.

- ✓ Motion to approve pursuing the land acquisition:

Motion was made to approve pursuing the land acquisition by Trustee Dan Nolan, seconded by Mayor Pro Tem Annie Stiefel. Six voted aye, one voted nay; motion carried.

- ✓ Motion to approve new rates on tap fee purchases:

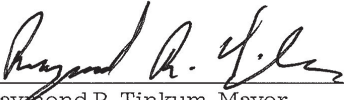
Motion was made to approve increasing tap fees by adding an infrastructure and development fee of \$7,500 by Mayor Pro Tem Annie Stiefel, seconded by Trustee Richard Gott. Discussion ensued. All voted nay; motion denied. Motion was made by Trustee Stacey Paulson to increase tap fees for both water and sewer from \$10,000 each to \$13,750 each, seconded by Trustee Kathy Knight. All voted aye; motion carried.

- OTHER BUSINESS

Mayor Ray Tinkum
Mayor Pro Tem Annie Stiefel
Trustee Richard Gott
Trustee Tim Harvey
Trustee Kathy Knight
Trustee Dan Nolan
Trustee Stacey Paulson - the illegal camper was moved, as required by Town Code.

- ADJOURNMENT

Motion was made to adjourn the meeting by Trustee Kathy Knight, seconded by Trustee Richard Gott. All voted aye; motion carried. Meeting adjourned at 8:13 pm.



Raymond R. Tinkum, Mayor



Katie LaDrig, Town Clerk/Treasurer

