

TOWN OF HOT SULPHUR SPRINGS

MEETING MINUTES

OCTOBER 19, 2023

6:37 pm MEETING CALL TO ORDER – ROLL CALL

Mayor Ray Tinkum, Mayor pro-tem Christine Lee, Trustee Dan Nolan, Trustee Tim Harvey, Trustee Meredi Howe, Trustee Kathy Knight, Trustee Richard Gott *Absent: Trustee Kathy Knight and Trustee Tim Harvey*

1. Agenda for October 19, 2023 and meeting minutes from September 21, 2023
 - i. *Motion made by Trustee Dan Nolan to accept the agenda and the meeting minutes; 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 September, the bank statement for the month of September, the current transaction report for the bank account through October 19, 2023. P. McElroy asked about the Go Daddy charge on the credit card statement and was informed that this was the last payment for the email accounts through Go Daddy. Question was asked by Mayor Tinkum regarding the checks for A/P that had been printed later than the A/P batch that had not been included in the A/P and was informed that the checks had been included in the current A/P statement along with the checks that had been held out the previous month for payment. Mayor pro-tem Christine Lee asked who Heartland was and was told that they are our credit card merchant. P. McElroy asked about the Verizon bill and the length of time this payment included, which was for two months previously. Trustee Meredi Howe asked about the Comcast bill, which was also a payment for the previous three months that we were behind. Trustee Howe suggested combining the Comcast bills into one bill. That is being looked into.

3. PUBLIC COMMENT - No public comment, no public participation

4. STAFF & COMMUNITY PLANNING STRATEGIES UPDATES

a. Public Works Department:

Philip McElroy spoke about the meeting he and the mayor had attended at the Board of County Commissioners to request funds from the county to help with the water situation down at the plant. They were awarded \$25,000 from the commissioners to help offset the cost of a BOLA filter and a pump to aid in the assistance this spring during spring runoff in filtering the water. Nick Rardin informed the Board that the Public Works Department is gearing up for winter and ready for the snowplowing in the upcoming months. Work continues on the grant requests with the engineers.

b. Town Hall:

The property use agreement currently being used is very out-of-date and will be updated in the next month. Town Hall is still free of charge, and regular meetings are being held by 4-H, Homesteaders 4-H, Yoga, Book Club, Quilting Ladies, the Himebaugh HOA for their annual meeting, and AA. Meeting dates for the 2024 Board of Trustees, the 2024 P&Z Commission meetings and the 2024 Municipal Court dates were disseminated to the Board. Meetings are scheduled with DOLA to go over the budget requirements and the Comp plan requests for reimbursement. Dates for budget workshops will be set after the meeting with DOLA. There will be a meeting for the Rate Study workshop on November 20th at 6:00pm with Sarah Everhardt. The bus/rv that had been parked on city streets was removed by the Sheriff's department order.

c. Wendy Bourn – Grant applications update:

An assistance grant from CDPHE for up to \$25,000 was applied for. The amount requested by the Town was \$20,000 to cover the PNA (Project Needs Assessment) for the infiltration gallery, to replace the intakes and to automate the coagulation process. At this time, we do not qualify for assistance for

disadvantaged communities due to the last census taken. We are in the process of having a new study done to re-evaluate our median household income. We received the pre-qualification letter from the State Revolving Fund which outlines what we are eligible for. We will also be reaching out to the USDA to see if they can help with grant money. Wendy is also looking for additional grants to cover engineering costs with our need to update the water facilities. Trustee Dan Nolan requested a summary of what our current debt is moving forward to better understand what we are able to do to update our facilities.

d. CPS / TJ Dlubac:

Building permits have increased – four in the last month have been received by the town, all single family homes. Inquiries are starting to pick up again, conversation with property owners off of Cedar regarding water structure. Conversation has begun again for the duplex known as 303 Grand E and 305 Grand W. The current situation is that the property owner wants to take the duplex and sub-divide it so that each unit can be sold separately. A meeting will be set at a later date. Update on the code update: discussion was held during the previous Planning and Zoning Commission meeting regarding the restructure of the code moving forward, talked about process and talked about enforcement of code in general. Everything is moving along generally on schedule. The monthly development team meetings will continue with town staff and CPS. Munro property is standing still at this time with nothing proceeding.

5. DISCUSSION ITEMS:

- a. Rate Study Update – P. McElroy
No further discussion needed as this was already addressed earlier in the meeting.
- b. Himebaugh Gulch update – Dan Nolan
Great National Public Lands Day turnout thanks to Stephen and Chris Lee and VJ and Sue Valente. Goals were accomplished with sprucing up erosion control areas and trailhead area cleanup. National Public Lands Day is the longest running volunteer endeavor in the country. Update on the disc golf tournament: items that were left behind will be picked up this weekend.
- c. Budget for 2024 – Katie LaDrig
Already discussed earlier in the meeting. We will be streamlining the process to make it more user friendly. We will be deleting old account numbers no longer used and add pertinent account numbers.
- c. Speed bump on Moffat for next spring – Dan Nolan
Received an email regarding the speed of vehicles coming off County Rd 55 and if there can be a speed bump installed next spring after the snow is gone. Also discussed putting up a four-way stop sign at that corner to slow vehicles down. Will talk with Bill LaDrig from Parks/Streets to coordinate.

e. OPEN ACTION ITEMS

- a. Grand Places 2050
Meeting scheduled for next week so there were no updates
- b. Crosswalk across Highway 40
No update – would like flags to cross the road; town should be able to purchase
- c. Change of SFEs for Hot Sulphur Springs Resort – Nick Rardin
A walkthrough was conducted at the resort and it was determined that the SFEs should be increased from 7.75 to 11.6 SFEs. This was done before the Quarter 3 bills were mailed out.

f. ACTION ITEMS

- a. Accounts payable in the amount of \$68,125.37
 - i. Motion was made by Mayor pro-tem Christine Lee to accept the accounts payable amount; seconded by Trustee Richard Gott. Discussion ensued.

Dan Nolan wanted to know when the Harms & Sons would be paid their last invoice and it was determined that they would be paid as soon as the checking account reached an amount that would make it possible. Dan Nolan wanted to transfer money from the savings account to the checking account, but it was decided not to do that at this time due to having to leave a certain amount in the savings account in order to be in compliance with the state agencies. Katie LaDrig was authorized to pay the \$11,450.00 as soon as feasible.

Motion was voted on; all voted aye; motion carried.

b. Payroll in the amount of:

09/11/23 – 09/24/23	\$11,013.42
09/25/3 – 10/08/23	\$10,093.95

i. Motion was made by Mayor pro-tem Christine Lee; seconded by Trustee Meredi Howe. All voted aye; motion carried.

b. Harms & Sons invoice payment in the amount of \$11,450.00 to be paid as soon as fiscally responsible:

i. Motion was made by Trustee Dan Nolan; seconded by Trustee Meredi Howe. All voted aye; motion carried.

c. Motion on Municipal Court dates for 2024:

i. Motion was made by Trustee Dan Nolan; seconded by Trustee Richard Gott. All voted aye; motion carried.

d. Motion on Board of Trustees meeting dates for 2024:

i. Motion was made by Mayor pro-tem Christine Lee to accept; seconded by Trustee Meredi Howe. All voted aye; motion carried.

e. Motion on Planning and Zoning Commission meeting dates for 2024:

i. Motion was made by Trustee Meredi Howe to accept; seconded by Trustee Richard Gott. All voted aye; motion carried.

6. OTHER BUSINESS:

Mayor Ray Tinkum – swearing in of Katie LaDrig as Town Clerk / Treasurer

Mayor pro-tem Christine Lee

Trustee Tim Harvey

Trustee Dan Nolan

Trustee Meredi Howe

Trustee Richard Gott

Trustee Kathy Knight

7. ADJOURNMENT:

i. Motion made by Mayor pro-tem Christine Lee to adjourn, seconded by Trustee Richard Gott. All voted aye; motion carried.


Raymond Tinkum, Mayor

Attest:

Katie LaDrig, Town Clerk / Treasurer

