

TOWN OF HOT SULPHUR SPRINGS
MEETING MINUTES
DECEMBER 21, 2023

6:32pm MEETING CALL TO ORDER – ROLL CALL

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

1. Agenda for December 21, 2023 and meeting minutes from November 16, 2023
 - i. *Motion made by Mayor pro-tem Christine Lee to accept the agenda and the meeting minutes, seconded by Trustee Dan Nolan. All voted aye, with the exception of Trustee Kathy Knight; motion carried.*

2. FINANCIAL REPORT

Town Clerk/Treasurer Katie LaDrig presented the Board of Trustees with copies of the credit card statement for November, the bank statement for the month of November, the current transaction report for the bank account through December 21, 2023. The credit card statement was a credit of \$1,096.27 after a credit of \$2,560.00 was credited back to the card. The current balance on the checking account was \$109,5822.26, with \$25,000.00 of the balance being held for the BOLL filter purchase. Also presented was the COLO Trust statement for November: \$321,954.93 in General Fund, \$290,585.05 in Water Fund and \$ 78,279.96 in Sewer Fund. Question was asked regarding receipts for the credit card and were given to those Trustees wanting them. Moving forward, copies of receipts will accompany the credit card statement at each meeting and will be put into Dropbox at least 48 hours in advance of meetings. Question on CivicPlus which is for Municode to upload all of our resolutions and ordinances; Denver Industrial Pumps which is being paid monthly right now. Question regarding the invoice for Direct Discharge Consulting was asked and explained that it was for the V Notch Weir that had been put in place for the Sewer Department. Town of Winter Park invoice was asked about which was for Grand Places 2050, a collaborative that we belong to. *Motion was made by Trustee Kathy Knight to present copies of receipts with the credit card statement each month at least 48 hours ahead of the monthly Board meeting, seconded by Mayor pro-tem Christine Lee. All voted aye, motion carried.*

3. PUBLIC COMMENT

No public comment

4. STAFF & COMMUNITY PLANNING STRATEGIES UPDATES
 - a. Public Works Department:

Philip McElroy informed the Board that he and Nick Rardin have been working with the state to work with an engineering firm that specializes in small communities instead of trying to get grant writers for that purpose. They are waiting on a response at this time. The new V Notch Weir will have to run for a couple of months in order to see the new readings on the sewer lagoons with the hopes that the new weir will produce more positive results in sewer readings moving forward. Meter readings were completed for Quarter 4 billings to go out at the end of the month. The BOLL filter has been ordered and will be put in place early next year. Lastly, Philip asked the Board to take into consideration his switching of insurance companies from the current provider to Medicare. This will decrease the premiums the Town pays and Philip asked for just the amount of money to be paid to him for his cost of his prescription benefits.

 - b. Town Hall:

Water bills have been printed and are being readied to go out. One change to the bills is that beginning at the first of the year, any customer paying by credit card will have to absorb the 3% convenience fee for the online bill pay, or \$2.50 flat fee for ACH check payments online. This will alleviate the Town from paying those fees and save the Town approximately \$12,000.00 per year moving forward. Business License application renewals were mailed out and we are beginning to receive those for next year. Also included in the Board packets was the new schedule for next year's Mayor/Manager meetings. Hot Sulphur Springs will host this meeting in May of 2024.

 - c. Wendy Bourn – Grant applications update

Wendy did not attend due to work obligations, however had told the Town Clerk that there were no new updates to give.

d. CPS/TJ Dlubac:

Not much new to report, things have been quiet in the last month. CPS is finishing up on the new online town map that they have been working on; one for the public and one for the staff. The Comp Plan is moving along with the final draft being disseminated after the Code update. They anticipate an uptick in building permits after the moratorium has been lifted. The plan is to help offset the costs of labor when dealing with customer requests to pass the cost to the customer. Keeping the budget at the forefront of their minds when working for the Town. Impact fees and an IGA with the county will be reviewed as a tool to help offset costs the Town incurs. The Town Clerk and/or CPS will check with other towns regarding their local zoning fee and will also check with the county regarding the zoning fees for building permits.

5. DISCUSSION ITEMS

a. Sewer Rate Study Workshop

The rate study workshop has been scheduled for January 16th at 6:00pm, which will be open to the public, as the water rate study workshop was. The Board meeting on February 15th is the target date to finalize the rates for water and sewer for 2024.

b. Himebaugh Gulch Update

Harms and Sons, Bill LaDrig from Streets and Parks, Andy Hugley and Dan Nolan met at the Himebaugh Gulch parking area to determine what is left to be done regarding the large dips in the area that allow for standing water. There is a possibility that the Town will be able to get some reimbursement on the gravel needed for that project by HTA. Trustee Dan Nolan also put a map of Pioneer Park in Dropbox to show the improvements that are planned to increase the hiking / skiing area.

c. Lodging Tax

The Town has not been receiving any funds for lodging tax in past years, although we do have the right to charge a lodging tax. Based on the fees that the county received in 2023 for lodging tax for zip code 80451, the town could anticipate receiving a large amount of money if the Town charges a 2% lodging tax, which would not negatively impact any residents, just the people staying at the motels and VRBOs in town. There would be a town vote needed for this endeavor. The Town Clerk will look into what it would take to have a special vote, as opposed to waiting until the fall election.

d. Water/Sewer Rate Increase

When the sewer rate study has been completed, the Board will initiate proceedings on what the rate increase will be. Residents will need to be informed before this occurs. Town Clerk will locate previous paperwork on rate increases to help with this task. A workshop was scheduled for February 6th after the sewer rate study has been completed to work out final details of the rate increase.

e. Nuisance Violation – 253 E Moffat

A nuisance violation was submitted for the property located at 253 E Moffat regarding the vehicles parked around the property and into the easement of the town. At this time, the town has no recourse to follow through with this violation, due to the fact that we do not have a tow truck company that will agree to tow the vehicles and hold them in a secure area. The decision was made to send a letter to the offender to remove these vehicles and see if that resolves the problem.

f. Tow Truck RFP

The Town Clerk has been unable to find a company that is willing to enter into a contract with the Town to tow vehicles, and hold vehicles, when nuisance complaints escalate to the point of removal from the property.

6. OPEN ACTION ITEMS

a. Grand Places 2050

One of the efforts of this group is to focus on getting information on responsible outdoor recreation practices to the public. Since COVID, the Forest Service office has remained closed to the public, and the Forest Service has funded putting staff into the Winter Park/Fraser and Granby Chamber offices as well as at Monarch and Junco trailheads. Grand Places has been tasked with evaluating this plan and looking for alternatives to consider for getting information out to the public.

- b. Crosswalk across Highway 40
No update

7. ACTION ITEMS

- a. Accounts payable in the amount of: \$ 61,684.60
 - i. Motion was made by Mayor pro-tem Christine Lee to accept the accounts payable expenditure; seconded by Trustee Tim Harvey. All voted aye, motion carried.
- b. Payroll in the amount of:

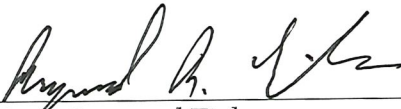
11/06/23 – 11/19/23 \$ 10,746.25
11/20/23 – 12/17/23 \$ 11,866.46
 - i. Motion was made by Mayor pro-tem Christine Lee to approve payroll; seconded by Trustee Dan Nolan. All voted aye, motion carried.
- c. Adoption of 2024 Budget
 - i. Motion was made by Trustee Tim Harvey to approve the 2024 Budget; seconded by Mayor pro-tem Christine Lee. Motion carried with 6 – 1 vote, with Trustee Meredi Howe voting nay.
- d. PTO Payout for Philip McElroy – 60 hours - \$ 2,640.00
 - i. Motion was made to approve the PTO payout for Philip McElroy by Trustee Tim Harvey; seconded by Trustee Dan Nolan. All voted aye, motion carried.
- e. Medicare insurance changeover for Philip McElroy’s portion to be paid by Town
 - i. Motion was made to approve the change from principal insurance carrier to Medicare coverage, with the Town paying the difference between our carrier’s cost and the Medicare prescription plan costs by Trustee Dan Nolan; seconded by Trustee Richard Gott. All voted aye, motion carried.
- f. Pursuit of Lodging Tax Implementation of 2%
 - i. Motion was made to approve the pursuit of lodging tax of 2% by Trustee Meredi Howe; seconded by Trustee Kathy Knight. All voted aye, motion carried.
- g. Approval for Mayor to sign necessary election paperwork.
 - i. Motion was made by Trustee Tim Harvey; seconded by Trustee Richard Gott. All voted aye, motion carried.
- h. Nuisance Violation Letter to resident at 253 E Moffat.
 - i. Motion made by Trustee Dan Nolan; seconded by Trustee Tim Harvey. All voted aye, motion carried.

8. OTHER BUSINESS

Mayor Ray Tinkum – expressed gratitude to Bill and Katie LaDrig for facilitating the Christmas party.
Mayor pro-tem Christine Lee
Trustee Richard Gott
Trustee Tim Harvey
Trustee Meredi Howe
Trustee Kathy Knight – thank whoever plowed her street and also to say that neighbors are pushing snow into road.
Trustee Dan Nolan – wanted to thank Bill LaDrig, Streets and Parks Supervisor, for cleaning and fixing the ball field.

9. ADJOURNMENT – 8:11 pm

Motion made by Trustee Tim Harvey; seconded by Mayor pro-tem Christine Lee. All voted aye, motion carried.



Mayor Raymond Tinkum





Town Clerk/Treasurer, Katie LaDrig