

TOWN OF HOT SULPHUR SPRINGS

MEETING MINUTES

SEPTEMBER 19 2024

6:31 pm MEETING CALL TO ORDER – ROLL CALL

Mayor Ray Tinkum, Mayor Pro-Tem Christine Lee, Trustee Richard Gott, Trustee Tim Harvey, Trustee Kathy Knight, Trustee Dan Nolan, Trustee Stacey Paulson: *All present*

1. CONSENT AGENDA

Agenda for September 19, 2024 and meeting minutes from August 15, 2024

- i. *Motion made by Mayor Pro-Tem Christine Lee to accept the agenda for September 19, 2024 and meeting minutes from August 15, 2024; seconded by Trustee Tim Harvey. All voted aye; motion carried.*

2. FINANCIAL REPORT

Town Clerk / Treasurer Katie LaDrig presented the Board with the United Business Bank statement from August 2024, along with the COLO Trust Fund statement from August 2024. The funds of \$10,000 into the Water Enterprise and the Sewer Enterprise were finally deposited. Also presented was the credit card statement with corresponding account numbers for each charge. Lastly, the budget to actual comparison report was presented. Sales tax revenue is down from what was budgeted, however that is a county-wide decrease for this year. Pension, health insurance and FICA are incorrect for the actual figures due to an incorrect entry into correct account numbers.

3. PUBLIC COMMENT

4. STAFF AND COMMUNITY PLANNING STRATEGIES UPDATES

Public Works Department: The new employee is doing very well and exceeding expectations. Tim Harvey has also been invaluable with his part-time work. Cord Simon will be in town to start I&I repairs next month. Working on grants continues with CWCB and others. Proposal was received from Sustainable Strategies, however it has been put on hold while we look for more economical solutions. BOLL filter construction will start in early November.

Streets and Parks: Bill LaDrig, supervisor, reported that the campground will shut down on September 30th so that maintenance can be done in the park. New campground spots are going to be put in, four of them, in the existing camp areas. The Town already has fire rings and picnic tables for these new camping sites. Speed bumps will be pulled in the next two weeks to get ready for the snow. Road will be graded to smooth out the roads in anticipation of snow plowing. We are looking to change trash companies from Waste Management to Ranch Creek. This should save the Town approximately \$4700 per year. Bill added 30% to his budget for streets for next year for some extensive repairs on some streets around town. The kiosk in the campground has not worked properly and we are looking for another way to accept payment for campers for next year. In the next year, new ditches will need to be put in around town and old ditches will need to be repaired. Culverts will have to be replaced or repaired, depending on their condition. Town Hall: Elections are set, deadlines were met. County has everything for the upcoming election. The 2023 Audit is in the finalization phase and once completed, we will be starting the 2024 audit.

Wendy Bourn – grant applications update: SIPA, the state website portal, will be starting our new website design and we will be put in the queue to get our new website. Wendy has expressed that she does not want to be responsible to write grants and wants someone else to write the grants although she would like to manage the grants that we get. She will continue to run our website.

CPS/TJ Dlubac: Building permits have been coming in for various projects. The Comprehensive Plan is coming to the end. The Planning & Zoning meeting for October 4th was cancelled. The hearings for the plan will be November 7th for the Planning and Zoning Commission and the 21st for the Board and the Townspeople. Notices will be published in the newspaper next week. TJ will send out the Comp Plan and Land Use ordinances that we have so far.

5. DISCUSSION ITEMS:

- a. Business License 2025 Fee: recommendation was made to raise the cost of business license fees from \$50 to \$75.
- b. 2025 Budget Proposal: The proposal was given to the Board members along with the 2025 Rate Proposal. These two proposals go hand in hand in order to raise revenue for the water and sewer funds. Recommendation was made for the board members to review the reports and then decide whether or not budget workshops would be necessary. The rate proposal was also given to the board members. This proposal is a "use driven" rate schedule as opposed to an SFE rate schedule. Discussion ensued. The recommendation was also made to send out utility bills monthly as opposed to quarterly, allowing residents to better manage their billing budgets. This would also help alleviate the "sticker shock" on the quarterly billings.
- c. Building Permit Fees: A proposal was given to the Board members to raise building permit fees from \$10.00 for any permit under 120 sq ft to \$100 and to raise permit fees from \$100 for any permit over 120 sq ft to \$250. These fees help to offset staff time, as well as keeping the town informed of what is going on throughout the town.
- d. Transfer Fees: Currently, the town charges \$50.00 transfer fees on any property at the time of the real estate closing. Recommendation was made to raise that fee to \$100 beginning January 2025.
- e. Silvercreek CPA Report: Accountant's audit report of the town's financial transactions was disseminated to the board members for their review.
- f. RICD: A follow-up to last month's presentation was given by Trustee Dan Nolan. This would be a "wave" added to the river for recreational purposes. Since we do not have the time nor the capacity to accomplish everything that would need to be done to get this done, the county was approached for their support. The Mayor, Dan Nolan and the gentleman leading this endeavor went to the county commissioners to request their support. The commissioners were supportive, but did not want to provide any resources to accomplish this goal.
- g. Recreation Project Survey: This survey will be given to residents to get an idea of recreation projects they may be interested in seeing the town pursue. This includes the RICD project mentioned above and the improvement to the tennis courts. Dan Nolan is working on getting a grant through GOCO for the tennis courts, which will cost approximately \$425,000.
- h. NPLD: National Public Lands Day will be held Saturday, September 28th. The project this year is to take down the old barbed wire fencing by Himebaugh Gulch Trail. Right now there are 9 people signed up for this.
- i. OLRT Grant: Applications are being reviewed for this grant cycle. The grant being reviewed is to finish the trailhead and finish the trail through Himebaugh Gulch.
- j. Health Insurance Changes: The current health insurance for town staff is through NWCCOG and uses Anthem insurance. Due to lack of customer service and the fact that Anthem is not widely accepted in Grand County, the town clerk asked other clerks around the state as to who other towns use. The recommendation was overwhelmingly CEBT. They partner with United Healthcare. The comparison given aligns with what the town would have paid to the old insurance company. This change would take effect on January 1, 2025. More benefits are offered with CEBT than with NWCCOG also. The request was made to switch insurance companies.

6. OPEN ACTION ITEMS

- a. Grand Places 2050: No updates this month
- b. Crosswalk across Highway 40: No updates at this time
- c. Building permit and IGA with County: Ongoing while the comp plan is finalized
- d. Follow up on Engineering Firms: No updates at this time

7. ACTION ITEMS

- a. Accounts payable in the amount of: \$70,773.61
 - i. *Motion was made by Mayor Pro-Tem Christine Lee to approve accounts payable in the amount of \$70,773.61, seconded by Trustee Tim Harvey; discussion ensued. Question on the payments to CDPHE and a question on CPS Invoice and the amount charged for travel. Invoice will be reissued if incorrect. HTA donation was explained. Sustainable Strategies was also explained. All voted aye; motion carried.*
- b. Payroll in the amount of:

07/15/24 – 07/28/24 \$ 11,317.88
07/29/24 – 08/11/24 \$ 12,288.76

- i. Motion was made by Mayor Pro-Tem Christine Lee to approve payroll in the amounts listed above, seconded by Trustee Richard Gott. Six voted aye 1 abstaining; motion carried.
- c. Business License Fee 2025
 - i. Motion was made by Mayor Pro-Tem Christine Lee to approve the increase in business license fees from \$50 per year to \$75 per year, seconded by Trustee Richard Gott. All voted aye; motion carried.
- d. Building Permit Fees
 - i. Motion was made by Trustee Stacey Paulson to approve the recommendation to raise building permit fees from \$10 to \$100 for basic permits and from \$100 to \$250 for buildings over 120 sq ft, seconded by Trustee Richard Gott. Recommendation was made to split the fees into two votes. Motion was made by Trustee Kathy Knight to keep the \$10 building permit fee at \$10. No second; motion failed. Motion was made by Trustee Stacey Paulson to raise the basic permit fee from \$10 to \$50, seconded by Trustee Richard Gott. 5 ayes, 2 nays; motion carried. Motion was made by Trustee Dan Nolan to raise the major structure permit fee from \$100 to \$200, no second; motion failed. Mayor Pro-Tem Christine Lee to raise the major structure permit fee from \$100 to \$250, seconded by Trustee Richard Gott. All voted aye; motion carried.
- e. Transfer Fee Rates
 - i. Motion was made by Mayor Pro-Tem Christine Lee to raise the transfer fee from \$50 to \$100, seconded by Trustee Dan Nolan. All voted aye; motion carried.
- f. Change in Health Insurance
 - i. Motion was made by Trustee Tim Harvey to change the health insurance carrier from NWCCOG to CEBT, seconded by Trustee Stacey Paulson. Discussion ensued regarding which PPO plan to go with. Trustee Stacey Paulson recommended PPO2 for the plan. Motion amended to clarify which plan the board will vote on to PPO2. All voted aye; motion carried.

Motion was made by Mayor Pro-Tem Christine Lee to extend the meeting past 9:00, seconded by Trustee Stacey Paulson. 6 voted aye, 1 voted nay; motion carried.

8. OTHER BUSINESS

Mayor Ray Tinkum

Mayor Pro-Tem Christine Lee: Gave report on the Mayor/Manager/Commissioner Meeting

Trustee Dan Nolan

Trustee Tim Harvey: Project Needs Assessment meeting will be held on Monday the 30th at 6:30pm for any board member would like to attend


Trustee Kathy Knight

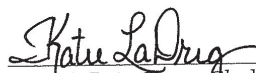
Trustee Richard Gott

Trustee Stacey Paulson: Passed along a thank you from parents for the benches placed by the staff for the bump track at the park.

9. ADJOURNMENT

- i. Motion was made by Trustee Kathy Knight to adjourn the meeting, seconded by Trustee Richard Gott. All voted aye; motion carried. Meeting adjourned at 9:10pm.


Raymond R. Tinkum, Mayor


Katie LaDrig, Town Clerk/Treasurer

