

## **TOWN OF RYE RECORD OF PROCEEDINGS**

- Pledge of Allegiance
- Mickey Smith called the meeting to order at 6:00 p.m.

### **PUBLIC MEETING**

The Board of Trustees of the Town of Rye, County of Pueblo, Colorado met at the Rye Town Hall on May 8, 2019. At 6:00 pm Mayor Smith called this regular monthly meeting to order. The following were present: Mayor, Mickey Smith; Mayor Protem: Sonny Jackson, Trustees: Marty Rahl, Debbie Jackson, Sam Serracino, David Douglas, and Sandra Steele; and Clerk, Sherri Beach.

Others: John VanOort, WTP Operator; Pam Hair, Greenhorn Valley View; Gib Rokich, General Maintenance; Mark Ohlsen, Town Attorney; Chris Brandewie, Rural Community Assistance Corporation; John Resewener and Rob Chadwick, Table Mountain Church; Curtis and Charlyn Gerig, residents; Eloise Martucci, Rye Triangle; and Randy Evetts, Pueblo Department of Public Health and Environment.

### **PUBLIC INPUT:**

Mr. Brandewie introduced himself as a representative of RCAC (Rural Community Assistance Corporation). He stated that his organization assists small towns with water and wastewater types of issues. RCAC services are free of charge to the towns, and they are funded through the USDA, CDPHE, Department of Health & Human Services, as well as other agencies. He said that he understands that the Town of Rye is facing some compliance issues per CDPHE, and he came tonight to offer his assistance to rectify these concerns. He stated that RCAC has a loan fund that could assist the Town with funding to improve the headworks as well as other expenses we may encounter. He gave a folder with information that further explains the services provided to the Board. Mickey Smith thanked him for coming and told him that John VanOort would be the person with whom to discuss concerns. Mr. Brandewie stated that he'd speak with John and he would stay until after the meeting to chat with anyone on the Board if they had questions.

Rob Chadwick and John Resenwener came from the Table Mountain Church in Rye. They normally pay \$300-\$400 per month for water but received a bill for April usage totaling over \$1,000. They said a toilet is out of commission in the downstairs garage that was left running. They asked the Board if they could do anything to help with this expense as they are a non-profit, and they do a lot for the community. Mickey Smith explained that what the Town has done in the past is not give a discount or price break if the issue is inside a customer's building. If the issue is between the meter and the home/structure itself, the Town usually agrees to cover half the bill. They do this because inside the building is the responsibility of the owner. He said that if we allowed a discount for the Church, we would also need to be fair and discount everyone who asks for a price break. The Board agreed.

Eloise Martucci addressed the Board as a member of the Rye Triangle. She presented an estimate of \$38.56 from Ace Hardware for fertilizer, weed control chemicals, plant food and peat moss for the Triangle. She asked that the Town of Rye pay this upon purchase. She also asked permission to spend \$100 (up from \$75 in the past) for flowers at Perennial Favorites because the deer have eaten many of the plants. She will purchase the kinds of plants that deer don't enjoy eating and will submit for reimbursement. Marty Rahl made a motion that the Town of Rye pay the \$38.56 for Ace Hardware and that we pay \$100 for flowers for the Triangle from Perennial Favorites. Debbie Jackson seconded, and the motion carried.

Mr. and Mrs. Gerig addressed the Board and explained that they have purchased the old hotel on Main Street in Rye. They have completed an application for the CDPHE Zoning Department to open an assisted living facility for up to 19 residents, and they asked that the Mayor sign the City Zoning portion of the form so they can submit. She currently runs a similar facility on the western slope, and she asked if the Board had any questions or concerns. If all goes well, Mrs. Gerig said the facility would be up and running by August or September of this year. The rooms will most likely have two people in each, and they would staff one employee for each 10 residents. There will be renovation of the rooms and replacement of doors. The cabins in the back of the property will remain rentals and will have nothing to do with the facility. Mrs. Gerig stated that she's got an entire packet that she's following, and she's certified and licensed through CDPHE. Mr. Serracino said that last year he'd run into a similar situation and he had to acquire a special permit. He had a packet of information from the Division of Housing, and he asked the Clerk to make a copy of for Mrs. Gerig's consideration. He stated that he wanted to help her to avoid any kind of problems in her endeavor. Mickey Smith signed the City portion of the form, and Mrs. Gerig received both the signed form and a copy of the packet. She stated that she would read over the packet, and she'll make phone calls to make sure she's doing everything according to the laws. The Board expressed their appreciation to the Gerigs for doing this great thing for the community.

Randy Evetts, Public Health Director for the Pueblo Department of Public Health & Environment, introduced himself to the Board. He said that he just started his position as Director and wanted to extend himself should the Town have any questions. He stated that if he doesn't know answers, he'll take them back and find answers for us. His organization is keeping an eye on health issues that could affect towns to include anything from water issues to the measles outbreaks and cases of rabies in the community. He invited us to visit his website at any time at [pueblohealth.org](http://pueblohealth.org) to see more about the services they provide.

#### **SWEARING IN OF NEW TRUSTEES:**

David Douglas was sworn in as a new Trustee to replace the vacant seat left by Kirsten Nelson, which will expire in 2022.

Sandra Steele was sworn in as a new Trustee to replace the vacant seat left by Ron Cockrell, which will expire in 2020.

#### **CONSENT AGENDA ITEMS:**



- MINUTES OF THE LAST MEETING: Marty Rahl motioned that the minutes of the April 10, 2019, meeting be approved. Sonny Jackson seconded, and the motion carried.
- WATER TREATMENT PLANT END OF MONTH SYSTEMS REPORT: This report shows a total of 693,859 total treated gallons, 555,641 gallons delivered to the town, and 118,569 wastewater/back wash water gallons for the month of April, 2019.
- WATER & SEWER MONTHLY METER USAGE/BILLING REGISTER: The Water & Sewer Billing Register was reviewed for the month of April, 2019.
- SUMMARY READINGS:
  - Water Plant Data – Excel worksheet provided. Billed gallons were 662,602 for the month of April, 2019.
  - Wastewater Data – Data was not available because a flow meter has not been reinstalled.
  - CCMD comparison worksheet: From **3/27/2019-4/29/2019**  
Current: 63,477,231; Previous: 62,889,208; Usage: 588,023.
  - The Town of Rye calculation of Usage: Accurate reading not available.
  - Sewer Attorney Expense worksheet. Last billing dated 4/20/2019 expenses YTD \$88,915.39.
- SUMMARY AGED RECEIVABLES:
  - Reviewed by the Board. The Board discussed past due accounts. Account #12 made a payment of \$104.88 today, leaving a balance of \$74.97 due; Account #37 has been turned off and locked, a payment of \$80 was received on 5/7/2019, leaving a balance of \$237.46 plus \$200 disconnect/reconnect fees before service is restored; Account #72 made a payment on 5/7/2019 in the amount of \$500, leaving a balance due of \$151.73; Account #108 paid \$182.35 today, leaving a balance of \$167.35. Mr. Serracino posed a question about the Roto Rooter billing to accounts #91, #34 and Godo Properties vs billing from Roto Rooter for accounts #6 and #72. Account #72 had called and stated it was his understanding that the Town of Rye would be reimbursing him for the cost of the Roto Rooter bill. Sherri Beach explained these were two different events, on October 2, 2018 and November 27, 2018, and the customer was accurately billed.
- APPROVAL OF ACCOUNTS PAYABLES:
  - There are \$19,681.18 scheduled payables, \$1,000.77 from General, \$9,027.43 from Sewer, \$9,652.98 from Water, and \$0.00 from HUTF.
  - Sherri Beach told the Board she'd made an error in that she was supposed to be transferring funds from the Sewer and Water funds to the General fund for 1/3 of the purchases made through the month such as postage, shredding expenses, office supplies, payments to Gary Golliday, and other intermonth expenses. She discovered a note from her work with Debbie McKinzie Johnson indicating that she needed to do that at the end of each month. In order to correct this error (January through March), she needed to transfer \$185.26 from the Sewer fund and \$700.78 from the Water fund, which she did on April 11, so the Board would see that on the checkbook register.

- Marty Rahl made a motion that the accounts payable be approved and paid and that the portions paid from the General account be reimbursed from Water and Sewer Accounts. Debbie Jackson seconded, and the motion passed.
- P & L's SUMMARY- GENERAL/WATER/SEWER:
  - These reports which represent budget vs actual were presented and reviewed.
  - Sam Serracino made a motion to rescind the past motion to begin saving \$200 per fund to a general building maintenance fund until the fund is set up by Bank of the San Juans, most likely by June 1, 2019, at which time \$200 from each fund is to be moved into this account. Marty Rahl seconded, and the motion carried.

#### **MASTER CALENDAR REVIEW:**

- MAY
  - Water Sampling & Testing
  - Annual Inspection Crosswalks & Striping
  - Rye Woman's Club – Rye Triangle
  - HUTF Report Due – Form 536
  - Fire Extinguishers Tested & Certified
  - CCR Copied to Residents 6/30 – John
  - PERA Monthly Reporting
- JUNE
  - Water Sampling & Testing
  - Finish Line Yearly Maintenance Contract due
  - RVS Annual Maintenance & Update Fee
  - Civil Asset Forfeiture Reports Due
  - PERA Monthly Reporting
- NOTE: The Board has agreed that there will be a work session at 6:00 pm on Wednesday, May 22, 2019 to discuss and update the master calendar.

#### **UNFINISHED BUSINESS:**

- Rye Water Treatment Plant Update
  - John VanOort informed the Board that at some point the Town of Rye will need to do a house-to-house survey of all the pipes in the homes and businesses in town to determine whether the plumbing is lead, copper, or if they have solder. This is a new requirement for the state. This year we're being required to have water samples from 20 residents, up from 10 last year. Ginger Mitchell and Sherri Beach have been working to get 20 residents to agree to provide the information sheet and water samples for the regulations this year. This information needs to be received back from the residents ASAP, and Marty Rahl said that she would be willing to make follow up telephone calls to the residents who were sent the requests, asking them to return the survey form and commit to do the test twice (once in June and once in November).
  - John said the drier has not been wired yet, but he is working on following up with it.



- Mr. VanOort said the compressor is still not working. Mickey Smith said he had contacted Jerry, who has ordered the parts and will install them. Mickey will follow up with Jerry to see that the compressor gets fixed.
- John has been busy and hasn't had an opportunity to call to ask someone to install the pressure relief valve, but he will do this at his first opportunity.
- John said Kyle Jones has been called to give a quote on digging a trench and installing a liner, and he hasn't heard back from him yet. He'll follow up.
- John has spoken with Sam Hunt who indicated that we do have surge protection at the Water Treatment Plant.
- A class for licensing will be offered in June in Lamar, CO, and John will be attending it to get his licensing up to date.
- Gib Rokich will be doing the mowing and weed eating at the Water Treatment Plant. John will meet with Gib to show him exactly where he'd like him to mow.
- Gib was asked to install a shield of some type so the security light on the Water Treatment Plant doesn't shine into Mr. Hale's home.
- Attorney Update
  - Mark Ohlsen, Town Attorney, needed to leave the meeting, and he asked Sherri Beach to relay updates for him.
  - Mr. Ohlsen has been busy preparing for a large trial and has not had an opportunity to work on annexation, incorporation papers, or the backflow prevention addendum.
  - Sherri was asked by the Board to please inquire as to whether Mark will be available to work on the annexation. She was instructed that if he is unavailable, she was to ask for a referral of someone who can assist and/or the return of the annexation book. Sam Serracino stated that he would be willing to pick the book up from Mark if necessary.
- Trustee's Update:
  - Sonny Jackson said that Gary Girolomin has installed the sewer flow meter. It is set too high, and we need to recalibrate the readings with a new baseline. He is having communication with Gary via email to get this issue resolved. Sonny said the line needs to be plugged with a pig device to stop the flow completely so a new start number can be achieved for accuracy. He will contact Donny Scheide at CCMD for information of an additional contact, and he will coordinate the scheduling for the recalibration.
  - The rate increase was discussed. Agenda postings have been appropriately posted on the Town Hall door, the Post Office, and on our web site which notified the public of the discussion of rate increases. An article ran in the Greenhorn Valley View newspaper advising the residents of the proposed increase following the meeting on April 10, 2019. Marty Rahl made a motion that we adopt a 20% rate increase across the board on the first of June 2019, and that the averaged sewer fees be updated and imposed at the same time. Sam Serracino seconded, and the motion carried. Marty will get together with Sherri to establish the sewer fees prior to billing, and we will figure out the appropriate amount for account #58.

- Sam Serracino submitted an estimate for striping from Hawkeye Striping, Inc. He stated that it may be about time for Pueblo County to do chip-sealing on the streets, and he recommended that we table the striping project until we find out if the streets will be chip-sealed. The Board agreed. Mickey Smith agreed to contact Chuck Colletti with Pueblo County Roads & Bridges to ask about chip-sealing, fixing potholes, bad shoulders and cracks in the pavement. He will report back to the Board.
- Mr. Serracino said Kent Majors & Sons are scheduled to inspect and test the manholes in Rye the last week of the month of May 2019. Sam will let everyone know when this happens so they can go along. Dave Douglas said he's got experience with sewer, and he's willing to be of assistance any way he can.
- General Maintenance Update:
  - Gib Rokich told the Board that he has contacted Joey Davidson with Core & Main to inquire about a discount if we purchase multiple meters, but there is no discount. Each meter is \$258.70. The Town currently has two backup meters, and two customer meters need to be replaced. Sam Serracino made a motion that we purchase two meters to keep as a backup, and Sonny Jackson seconded the motion. The motion passed. Sherri will order meters and have them sent to the Town Hall.
  - Gib said that he continues to work on the repair/work list. The Board discussed paint color for the boardroom and decided on light grey with white trim. Gib will do this painting, service the swamp cooler, add weather stripping to the doors and fix the edging on the roof trim. Otherwise, the list is complete.
  - Mr. Rokich stated that it looks like there may be a septic tank on the property at 6033 Oak that is seeping raw sewage. He was instructed to purchase lye from Ace Hardware to put on the area. Dave Douglas offered to go with Gib to determine why the sewage continues to seep.
- Clerk Update:
  - Sherri Beach informed the Board that the CMCA week-long Institute will begin on Sunday, July 6 through July 12 this year. She received a \$1,000 scholarship from CIRSA toward the training, hotel and expenses. Training and expenses up to \$1,000 will be reimbursed to the Town at the completion of the training. Debbie Jackson made a motion that Sherri register for the Institute and accommodations, and Marty Rahl seconded the motion. The motion carried.
  - Sherri told the Board that there will be a Budget Training offered by CMCA at Coal Creek on Thursday, June 6, and an additional Election Training offered by CMCA at Westcliffe on July 26, 2019. These training sessions will be offered at a nominal fee. Marty Rahl motioned that Sherri register and attend the Budget and Election trainings. Debbie Jackson seconded the motion, and it passed.
  - An update on the Backflow prevention was presented by Sherri. All accounts with the exception of both apartments have installed their apparatus and are currently certified per Dutch Mead. A certified letter has been mailed to the two accounts with instruction that if they aren't compliant by July 1, 2019, their water service will be suspended.



- Sherri stated that Shirley Saborras, real estate agent for Godo Properties, contacted her today and said the Pueblo County Health Department is requiring that lye be put on all contaminated area of the property prior to sale. Gib will do this as soon as the property dries out.
- The Clerk asked the Board where we stand with flood prevention. The Board stated they will add flood mitigation and possible trenching of the creek in the fall to the master calendar.

#### **NEW BUSINESS:**

- The rental of the Town Hall was discussed. Marty Rahl made a motion that the Town Hall building be rented out at a cost of \$100 for a full day (8-5) or \$50 for half a day, plus a \$100 deposit. Community service projects as well as use for the Board of Trustees will be exempt from these fees. Interested parties must submit a request a month in advance to be approved by the Board prior to the rental. Dave Douglas seconded this motion, and it carried.

#### **EXECUTIVE SESSION:**

There was no executive session this evening.


#### **ADJOURN:**

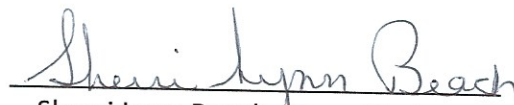
- At 8:35 pm, Marty Rahl made a motion to adjourn the regular meeting. Sonny Jackson seconded the motion, and it passed.

**A work session is scheduled to be held at 6:00 pm on May 22, 2019.  
Public is welcome, but input will not be heard.**

**The Next Regular Session meeting will be on  
June 12, 2019, at 6:00 p.m. at the Town of Rye Building.  
Public is encouraged to attend**

*\*Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the Rye Town Clerk at 489-2011. We would appreciate if you would contact us at least 48 hours in advance of scheduled events so arrangements can be made to locate the requested auxiliary aid(s).*

  
Mickey Smith – Mayor

  
Sherri Lynn Beach, Town Clerk