

**TOWN OF RYE
RECORD OF PROCEEDINGS**

- Pledge of Allegiance
- Mickey Smith called the meeting to order at 6:07 p.m.

PUBLIC MEETING

The Board of Trustees of the Town of Rye, County of Pueblo, Colorado met at the Rye Town Hall on August 15, 2018. At 6:07 p.m. Mayor Smith called this regular meeting to order. The following were present: Mayor Mickey Smith; Trustees: Sonny Jackson, Sam Serracino, and Marty Rahl; and Clerk, Sherri Beach.

Others: Pam Hair, Greenhorn Valley View; Dave and Cheri Amrine; Joe and Lisa Unander; Gene and Shelly Beirerle; and Jess Ringo.

PUBLIC INPUT:

- Mrs. Amrine presented each member of the Board of Trustees with a letter of complaint against the Town, specifically one Trustee. She read the majority of the letter and asked that each Trustee and the Mayor finish reading it, taking into account the footnotes. Mrs. Amrine stated that the Installation Certificate of her home will be provided to the Board next week, and she will bring it into the Town Hall. She asked when she and her husband could expect a response to the letter of complaint, and Mayor Smith said the matter would be discussed in Executive Session. Marty Rahl stated that Mr. and Mrs. Amrine could expect a response within 24 hours.
- Mr. and Mrs. Beierle informed the Board that they want to build three homes on a property they own on Boulder. They asked where the line is that they would be required to tie their sewer into. Mr. Beierle said that his taps have been paid, and he needs to know how to proceed. The Board was informed that the neighbors at 6000 and 6010 Boulder have service that goes to the sewer line on Oak, and they discussed this probability because otherwise the sewer would have to go uphill. The Beierles were told that The Town will do some research to find how deep the line is and the pipe size will be investigated. In addition, Mr. Beierle asked for a physical address.
- Mr. Ringo told the Board of Trustees that he has been contacted by the property owner with a sewer issue (backup and overflowing onto the ground) on Oak. He needs to scope the pipe to find where the issue is, and he's thinking there is most likely a crack or other problem that causes the blockages. He asked the Board to help him find someone to help with getting a camera to inspect the line. Jess said that if he can use a locator and a camera, he will be able to find the exact location of the problem, and he will be able to dig up and repair/replace that particular portion of the sewer line. Marty Rahl stated that the Pueblo County Health Department has contacted the customer and informed them that there will be consequences for inaction, and she said the Town of Rye will cooperate to assist in the correction of the problem. She thanked Mr. Ringo for agreeing to do this work. In addition, Sam Serracino stated that some meters haven't been installed, including the one for the neighbor to the customer with the sewer

problem. He asked if Mr. Ringo would do these installations of meters, look at the backflow and yoke. Mr. Ringo said yes, and he will be available to start the work the middle of next week.

CONCENT AGENDA ITEMS:

- MINUTES OF THE LAST MEETING: Marty Rahl made the motion to approve the Minutes of the July 18, 2018 Meeting. Sam Serracino seconded, and the motion passed.
- WATER TREATMENT PLANT END OF MONTH SYSTEMS REPORT: This report shows a total of 961,462 total treated gallons, 583,225 gallons delivered to the town, and 155,820 waste water/back wash water gallons for the month of July, 2018.
- WATER & SEWER MONTHLY METER USAGE/BILLING: The Water & Sewer Usage/Billing Report was reviewed for the month of July, 2018.
- SUMMARY READINGS:
 - Water Plant Data – Excel worksheet provided.
 - Waste Water Data – Data was not available because of programming issues with new system.
 - CCMD comparison worksheet: From **06/2018 to 07/2018**
Current: 58,282,219; Previous: 57,917,644; Usage: 364,575
 - The Town of Rye calculation of Usage: Accurate reading not available. The reading system of the new meter isn't working properly because it was programmed for the wrong size pipe and battery issues. This is being corrected.
 - Sewer Attorney Expense worksheet. Last billing dated 7/20/2018 expenses YTD \$83,947.89.
- SUMMARY ACCOUNTS RECEIVABLE: Reviewed by the Board. The Board discussed past due accounts. Accounts 27, and 69 continue to be the same, and service has been disconnected. A letter will be mailed to #37 asking for reimbursement for balance due. Account #97 will be disconnected, but a RTS will continue to accumulate monthly. Account #103 will be mailed a letter with a copy of the letter received from his doctor with a response that we will be happy to return water services as soon as his bill and fees are been paid.
- APPROVAL OF ACCOUNTS PAYABLES:
 - There are \$16,274.29 scheduled payables.
 - The Board discussed and agreed to additional payments being made to Roto Rooter, a reimbursement to Sam Serracino, and Major & Sons being paid. They also approved payment of invoice for title insurance and recording fees as soon as we receive an invoice.
 - Sonny Jackson made a motion that the accounts payable and additional bills be approved and paid. Marty Rahl seconded, and the motion passed.
- P & L's SUMMARY- General/Water/Sewer: These reports were unavailable this month, as the audit process is updating information.

MASTER CALENDAR REVIEW:

- AUGUST:
 - Water Sampling and Testing
 - Flush Hydrants (13) Systems (Mickey Smith and Sam Serracino)
- SEPTEMBER:
 - Water Sampling and Testing

UNFINISHED BUSINESS:

- Marty Rahl stated that Monte Montez, School District 70, and an architect will be coming on Thursday, August 16, 2018, to look over the proposed project for the Online School Program. They will do a code analysis and review items that need to be updated during the construction process. She will be asking them for a flat screen TV in the board room. Mickey Smith suggested splitting the cost (currently a "guestimate" of \$20,000 each) with the School District, then bartering all or a portion of the Town of Rye's cost in exchange for rent. Marty agreed to discuss this proposal with Monte. Mr. Amrine wanted it noted that he would be willing to be a volunteer to help with the construction of the project.
- Marty Rahl said that the attorney has confirmed the wording of the contract with CCMD, and she's hopeful that this matter will be resolved soon.
- John VanOort spoke to the Board concerning several items. He said a letter needs to be composed and sent to all customers who need to become compliant with the backflow project, and he provided a list of people who are certified in cross connection control to be used as an attachment to the letters. Mr. VanOort and Marty Rahl said that JVA has been asked to provide a total bill, summarizing what has been spent on the Water Treatment Plant project. They indicated that they believe a portion of the paving should be done with the money that is remaining on the grant. They said the Town of Rye will pay for the fencing, which will be put toward our \$22,000 match amount, and we will probably go over that total amount. John explained that the fence will have a slide gate that will open by hand which will allow room for a plow to enter. There will also be a small gate for Ginger Mitchell to enter without having to move the large slide. It was noted that High Country Fencing prices have increased because they use American-made product, and the cost of steel has increased since their last estimate. The posts will be set right away, and that will leave room for the paving equipment, then the fencing will be completed by October 31, 2018. It was noted that the Town is currently \$9,000 over budget of the grant, but this does not include the lids with vents for two underground tanks (a cost of \$6,000). Fischer Construction will be here on September 1, 2018, to finish the project at the Water Treatment Plant. John noted that Shane will be getting a quote for less expensive filters, and we need six at a current cost of \$9,900 plus shipping and handling. If we don't hear from him concerning this soon, we will order from Pall Corp, as we need these as soon as possible. Mr. VanOort and Mrs. Rahl said we're continuing to wait for a response from Shane at JVA Consulting Engineers concerning the filters, the breakdown of expenses for both the grant and the Town portion, and the dates for completion. Sam Serracino and Mickey Smith both said they would call to push Shane to get this done. Marty Rahl asked John VanOort if he could compile a cost per thousand gallons of water in case we need to increase water rates, so

we are able to justify the rate increase to our customers when the time comes. John mentioned that his Distribution Collection License has expired, and he said he'll contact Rural Water to use their certification until he is able to complete his requirement to update his license. Lastly, John said that the only individuals who are allowed inside the Water Treatment Plant are himself and Joy (Ginger) Mitchell. He will look into changing the code into the door.

- Accountant Debbie McKinzie-Johnson was asked to speak to the Board concerning the Town of Rye audit, which was done in the Executive Session.
- Sherri Beach informed the Board that the attorney for the San Isabel Electric building transfer has indicated that everything is in order. We are currently waiting for invoices for the Title Insurance and recording fees.
- Sam Serracino explained that Joe Unander has been brought onboard to look at each account to see if there is a meter on the property. If not, Jess Ringo will be contacted to install them.
- Marty Rahl explained that the School District has installed their own meter at the high school. The beginning number is zero. Joe Unander will read this meter manually for billing at the end of each month.
- Sam Serracino said that all the manholes outside of town have been inspected. Joe Unander is inspecting each one in the Town of Rye. He has discovered that several are missing liners, of which there are only three in stock. In determining the condition of the holes, Joe is accounting for missing meters, deterioration, etc.
- The issue of annexation was discussed. Sam Serracino noted that we began with a list of nine people who wanted to be annexed into the Town of Rye, and that list has dropped to seven. A gentleman who wanted to be on the list has recently discovered that his property is already annexed in. There is a question about the LDS Church on Coolidge possibly being annexed, as well, and further investigation will be done. Sam will contact an attorney to get a price to do the annexation, and he will review with the people to discuss splitting the cost. Dan Wachob may look to help with this project, and he may be able to look at caps at the same time.
- Striping of the Town was discussed, and everyone agreed to do this every other year.
- Marty Rahl has a meeting with Sheila Henderson and Terry of San Juan Bank on August 16, 2018, to move forward with setting up our pay online program. She said that CIPA has confirmed that the payment on our website is acceptable.
- A kiosk was discussed, and the Board agreed to continue posting notices in the front window of the Town Hall. Meeting notices and Agendas will be posted on the door, the website and the post office. It was decided not to pursue purchasing a kiosk at this time.
- Sonny Jackson made a motion that the DataGator system be sold for \$7,000. Marty Rahl seconded, and the motion passed.

NEW BUSINESS:

- Marty Rahl made a motion that we purchase a \$20 TracPhone and a \$5 card for 1000 texts for Joe Unander so we can contact him for work orders. Sonny Jackson seconded, and the motion carried.

- It was discussed and agreed upon by the Board that a file be set up for each individual customer and employee to retain information in an orderly fashion. This task will be completed as time permits in the Town Hall.
- Marty Rahl said that the Assessor's office doesn't issue addresses. She learned at the Regional Building that the Town of Rye can assign addresses, issue a letter of that assignment to the customer, and they can then take the letter to the auditor for filing. She noted that the electrical and plumbing inspections must be done by Regional. The Town of Rye will work on this on a case-by-case basis. Currently, the Board has approved that David and Cheri Amrine are now 6025 Oak. The LDS Church is now 2131 Coolidge. Mickey Smith (mother-in-law property) is now 2929 Coolidge. Brian Henderson's address will be discussed and approved.
- Marty made a motion that when a customer account is closed, the number is to be terminated. When a new owner/customer turns on service, they will be issued a new account number. Sonny Jackson seconded, and the motion passed.
- It was discussed and approved that ENT Credit Union and San Juan Bank be contacted and that Debra Decker be removed from all Town of Rye accounts. Sherri Beach, the Clerk for the Town of Rye, is to be placed on the accounts with authority to do banking for the Town of Rye, make inquiries concerning funds, write checks and make transactions, etc., on the Town's behalf.
- Sam Serracino said that the Roto Rooter invoice for the blockage removal on Oak needs to be divided equally between the three property owners and submitted with a letter requesting payment. This amount will be placed on the next water bill.
- The board agreed that time sheets from here on must be submitted at the end of the month for payment. We will no longer allow anyone to wait until the end of the year.
- A customer asked for the Town of Rye Articles of Incorporation or governing guidelines. Sheila Henderson said she has a copy of this, dated 1934, at the Bank. She will give us a copy.
- Grace Brewster came into the office and requested that the Town of Rye mow the alleyway between homes and the RV Park. Marty Rahl said that she will ask Gene Rahl to do this.

ADJOURN:

- At 8:35 pm, Sam Serracino made a motion to adjourn the regular session and enter into executive session. Sonny Jackson seconded the motion, and it passed.

Executive Session:

Sewer

For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e).

Personnel

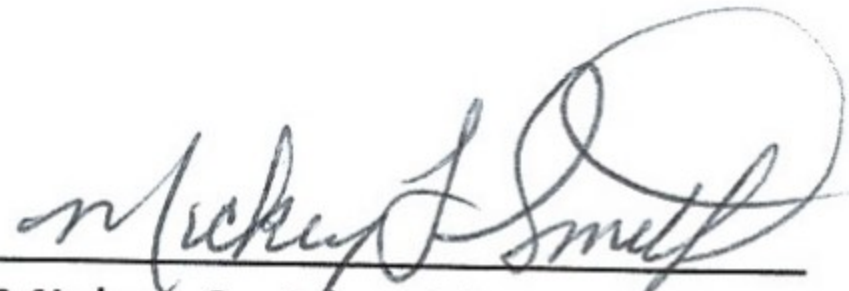
For discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and NOT involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body

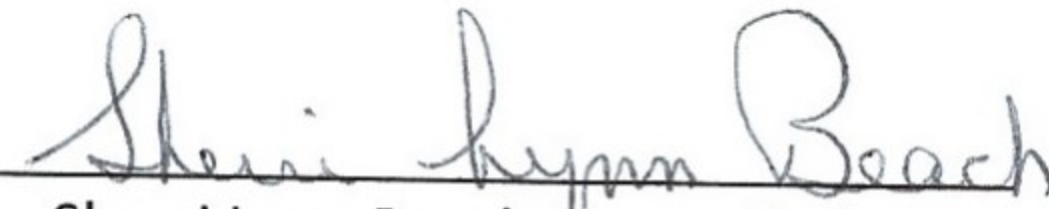
or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

At 9:20 pm, Sonny Jackson motioned that executive session be terminated and return to regular meeting. Sam Serracino seconded, and the motion passed.

At 9:21 pm, Sonny Jackson motioned that the Board Meeting be adjourned. Marty Rahl seconded, and the motion passed.

**Public is encouraged to attend.
The Next Regular Session meeting will be on
September 12, 2018, at 6:00 p.m. at the Town of Rye Building**


Mickey Smith – Mayor


Sherri Lynn Beach, Town Clerk