

**TOWN OF RYE
RECORD OF PROCEEDINGS
SEPTEMBER 9, 2020**

Call to Order/Roll Call

Mayor Marty Rahl called the Regular Monthly Board Meeting to order at 5:58 pm at the Town Hall at 2067 Main Street in Rye, Colorado. Those in attendance were: Marty Rahl, Mayor; David Douglas, Mayor Protem; Sandra Steele, Trustee; Sheila Henderson, Trustee; Levi Bernal, Trustee; Larry Sisk, Trustee; and Sherri Beach, Clerk. Also present were: Greg Colter, ORC; Ken Young, Professional Engineer; Gib Rokich; and Kyle Logan, CPA. Those absent were: Patrick Ryan, Trustee. The Pledge of Allegiance was recited.

Audience Participation

Kyle Logan, CPA, from Logan and Associates, presented the Board with a proposed final audit for 2019. He explained all contents. He recommended that the detail schedule of capital assets be reviewed and updated by the board each July. He also recommended that the board review the current budget to see if the Town is on track or if we need to amend the budget each September. To protect the Town, Mr. Logan proposed that each monthly reconciliation be reviewed and initialed by a trustee. Sheila Henderson agreed to do this.

Sheila Henderson made a motion to approve the 2019 audit as presented by Kyle Logan. Levi Bernal seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed. Marty Rahl signed the letter of approval. Kyle will complete the final draft and email it to Sherri Beach with instructions on how to file with the State.

The board discussed the possibility of hiring a CPA to do our accounting tasks and perform a quarterly review of our books to keep on track, which will permit Mr. Logan to do future audits should they be required. That individual would take care of general journal entries, work on an accrual basis for government, review our budget, prepare the annual audit exemption, etc. Mr. Logan recommended Evie of PBI Consulting, though he will send a list of CPA firms that he would recommend for contact to negotiate price and services.

Consent Agenda Items

- Sheila Henderson made a motion that the Minutes of the August 12, 2020 regular Board of Trustees Meeting be approved. Levi Bernal seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.
- The Water Treatment Plant End of Month Systems Report from Gary Golladay was presented to the Board. David Douglas made a motion that Greg Colter be hired as the Operator in Responsible Charge and that his independent contractor agreement be signed as written. Sandra Steele seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes;

Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed. Greg signed the contract as an independent contractor. Greg Colter, Ken Young, and Gib Rokich met to discuss the issues with the water treatment plant and discussed a path forward. Greg will locate all the lab reports and look for loans through the Performance Excellence program to fund the list of items to be taken care of. Ken will contact Robert Michael Davis concerning repairing the inside of the tank, and he will work with Ben at CDPHE concerning the most important things to take care of right away. Gib will contact John VanOort to find if there is a drain on the tank.

- The Water and Sewer Monthly Meter Usage (Billing Register) was reviewed.
- The Town of Rye Summary of Accounts, RVS Systems Totals Report and CCMD Sewer Flow Chart were reviewed.
- The Summary Aged Receivables were discussed. A voicemail message was left for account 33 as a reminder of a past due balance. Account 68 will bring a payment as soon as possible. Account 69 is still pending via Pueblo County. Account 72 was no answer, and no voicemail box has been set up. Account 89 does not have a phone number. Sherri was instructed to have Gib post a disconnect notification on the front door of account 89.
- ** David Douglas made a motion that the Accounts Payable/Transfer of Funds from appropriate accounts be paid, in addition to transferring \$2,000 from both the sewer fund and the water fund to the general fund to cover expenses; and that appropriate funds be transferred per the Checks Written form. Sandra Steele seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.
- Sheila Henderson made a motion that Madison Rokich be employed at a rate of \$15 per hour to manage the Town of Rye website, keeping it up to date with minutes, ordinances, resolutions, agendas, and other public information. Levi Bernal seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed. Marty Rahl will review the website with Madison.
- The Board reviewed the Profit & Loss and Balance Sheets.
- The Master Calendar was reviewed.

Unfinished Business

The board asked to table the water tap fee increase from \$5,000 per tap to \$15,000 per tap until a later time.

The board briefly discussed the number of taps owned by Table Mountain Church. Mr. Holgerson spoke with Sherri Beach on September 3, 2020 and informed her that he is in New Mexico this week. He stated that he will contact us when he returns in the next week or so to arrange a meeting to discuss the number of taps purchased with Marty Rahl and our Town attorney.

Speeding on the Rye roadways was discussed. Sherri was asked to call the sheriff's department and ask if an electronic, movable speed sign could be parked in the Town to bring awareness to the speeders. She was also asked to contact our attorney to ask if we can enforce the speed limit in the Town of Rye. Resident, Marcus Buck, has mentioned to Marty Rahl and Sherri Beach that he is watching the internet to try to find a used electronic, movable speed sign with a camera.

Mayor Marty Rahl read Ordinance 2020-11 Wildlife Protection Through Refuse Disposal. Sheila Henderson made a motion that it be published as written in the Greenhorn Valley View newspaper. Levi Bernal seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.

Marty Rahl spoke with Jim Klipfel of Mountain Disposal about the possibility of his employees taking photos of garbage outside of trash containers that he could send to us. He agreed to email photos to the Town of Rye. With the photos, we can implement fines that are given in the upcoming garbage ordinances. Sherri was asked to contact the attorney to ask how we can demand payment of the fines, whether by adding it to water bills, put a lien on property, or misc.

Our attorney's office is working on ordinances for garbage, and they will be presented at the next meeting.

David Douglas addressed the board about the meter placed at 5881 Boulder. He stated that the invoice for \$800 from Colorado Backhoe is for the ten foot trench from the meter to the main, which he believes is the Town's responsibility to pay. Sheila Henderson made a motion to pay the \$800 invoice to Colorado Backhoe. David Douglas seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.

Mr. Douglas asked the board to consider refunding the \$5,000 tap fee for the property at 5881 Boulder because after the meter was installed, he discovered on the 2009 plans of the meter system in the office that there should have been a water tap on the property. He asked if perhaps the tap was removed during a renovation and not replaced. The board agreed to research this matter and discuss at the next meeting. Sherri Beach was asked to contact the attorney for advice.

Reports

Attorney Update: None

ORC Update: See update on Consent Agenda Items, above.

Trustee Updates: None

Staff Updates:

Sherri Beach reported that her classes with Colorado Governmental Finance Office Association are going well. Of the fourteen courses, she has two remaining.

Sherri Beach advised the board that Jim McGahan of the Pueblo County Health Department continues to keep in contact with her every few weeks. He is still pursuing the clean up of property #69, the installation of a new sewer line on #72, and he has been able to successfully get rid of the outhouse that was erected at property #62.

Marty Rahl and Sherri Beach informed the board that Hanson Construction will be completing the draining, trench, fire hydrant repair, and installation of the pressure relief valve in the near future. Both have spoken with Brian Hanson.

Sherri Beach relayed information from Peter Huisman of Colorado Rural Water. He and Gib Rokich spent a day doing leak detection of accounts #50, #51, and #100, as well as the other lines on the system. They found no leaking, and Peter stated that the meters and billing are accurate. He stated that he believes the accounts are using more water than they realize in watering outdoor lawns, and he believes that water is being stolen. He suggested that Sherri contact the residents of the Town to encourage them to lock their spigots. A letter to this affect was sent with last month's billing to each account.

Sherri Beach told the board of an upcoming Colorado State Revolving Fund free webinar series that will be presented on October 6, October 13, and October 20, 2020, from 1:00 – 2:30 pm. This series will teach the financial benefits of the SRF Program, the process and program requirements, and the regulations. Marty Rahl and Sherri Beach have registered for this series of classes, Sheila Henderson will watch with Sherri at the Town Hall, and Levi Bernal asked that he be sent the link so he can register.

Sherri Beach asked the board if they would like her to attend the CMCA virtual conference from October 13-16, 2020. They agreed not to attend this year.

New Business

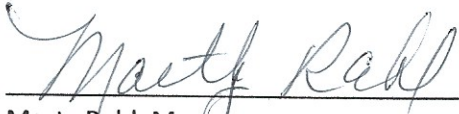
Eloise Martucci of the Valley Backpacks, Inc., submitted a letter to the Town of Rye requesting a donation of \$1,000 for the program again this year. Sheila Henderson made a motion that the Town of Rye donate \$1,000 for the Valley Backpacks Program. Levi Bernal seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.

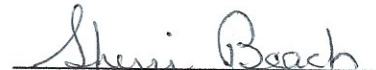
****** David Douglas amended his motion that the Accounts Payable/Transfer of Funds from appropriate accounts be paid, in addition to transferring \$2,000 from both the sewer fund and the water fund to the general fund to cover expenses; and that appropriate funds be transferred per the Checks Written form. He then made a motion that the Accounts Payable/Transfer of Funds from appropriate accounts be paid, in addition to transferring \$2,500 from both the sewer fund and the water fund to the general fund to cover expenses and cover the Valley Backpacks donation; and that appropriate funds be transferred per the Checks Written form. Sandra Steele seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.

David Douglas made a motion to approve the CIRSA Insurance 2021 Policy. Larry Sisk seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.

Adjournment

At 9:10 pm, David Douglas made a motion that the Regular Board Meeting be adjourned. Sandra Steele seconded. The votes were as follows: David Douglas – yes; Sandra Steele – yes; Sheila Henderson – yes; Levi Bernal – yes; Larry Sisk – yes. The motion passed.



Marty Rahl, Mayor

Sherri Lynn Beach, Town Clerk

**The Next Regular Session meeting will be held on
October 14, 2020, at 6:00 pm at the Town Hall at 2067 Main Street, Rye, CO 81069
Public is encouraged to attend**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the Rye Town Clerk at 719-489-2011. We would appreciate if you would contact us at last 48 hours in advance of scheduled events so arrangements can be made to locate the requested auxiliary aid(s).