

TOWN OF RYE
RECORD OF PROCEEDINGS
January 11, 2023

Regular Board Meeting:

Call to Order/Roll Call

Marty Rahl called the Regular Monthly Board Meeting to order at 6:00 p.m. at the Town Hall at 2067 Main Street in Rye, Colorado. Those in attendance were as follows: Marty Rahl, Mayor; Sheila Henderson, Mayor Protem; Kathy Dufty, Trustee; Patrick Ryan, Trustee; Chelsie Kersey, Trustee; Jocelyn Mower, Clerk. Those absent were: Markus Buck, Trustee and Sandra Steele, Trustee.

Audience Participation

N/A

Consent Agenda Items

- Patrick Ryan made a motion to approve the December 14, 2022- Regular Monthly Board Meeting Minutes. Chelsie Kersey seconded the motion. The motion passed unanimously.
- The ORC Water Treatment Plant End of Month Report was reviewed by the Board. Marty Rahl stated that all of the issues at the Water Treatment Plant that occurred on 12/25/22-12/26/22 have been resolved and the Water Treatment Plant is functioning properly. Marty Rahl also stated that the Water Treatment Plant Operators performed the annual CIP (Clean in Place) on 1/8/2023.
- The Water and Sewer Monthly Meter Usage (Billing Register) was reviewed. Jocelyn Mower stated that account #65 had a water break during the cold snap in December 2022 that resulted in excessive water usage. The Board agreed that per the Town of Rye Policy Manual a credit will be applied to account #65 for half of the water usage fees due to the water break.
- The Town of Rye Summary of Accounts, RVS Systems Totals Report and CCMD Sewer Flow Chart were reviewed by the Board.
- The Summary Aged Receivables were discussed by the Board. Past due accounts were called by Jocelyn Mower and reminded of their past due balance as well as the current due balance. The Board instructed Jocelyn Mower to issue a disconnect letter for account #37 due to their delinquent account surpassing 61+ days.
- Sheila Henderson made a motion that the Accounts Payable/Transfer of Funds from appropriate accounts be paid and that appropriate funds be transferred per the Checks Written form. Kathy Dufty seconded the motion. The motion passed unanimously. Marty Rahl stated that Jocelyn Mower applied to the Colorado Division of Water Resources for a water well change of use permit to be used by the Fire Department in the case of emergency only. Jocelyn Mower stated that the application was submitted prior to the holiday and that it may take a couple weeks before CDWR is able to review the application. Marty Rahl stated that a meeting with Rye Fire

Chief Steve Bennet will be held the following day to discuss a comprehensive plan for the Town in the case of an emergency fire.

- The Board reviewed the Profit & Loss and Balance Sheets. Kathy Dufty stated that electrical repairs are needed at the Rye Triangle. The Board instructed Jocelyn Mower to get quotes from electricians to repair the electrical issues at the Rye Triangle. Sheila Henderson stated that Jordan Powers with Powerhouse Exteriors offered to provide his services to the Town for any needs that may arise including placing lights on the tree at the Rye Triangle and plowing snow during the winter months. The Board discussed hosting a Tree Lighting Event the first weekend of December 2023 at the Rye Triangle that would include closing down Main St. to Boulder Ave. The Board will continue to discuss the 2023 Tree Lighting Event at future board meetings to brainstorm ideas.
- The Master Calendar was reviewed. Jocelyn Mower has updated the calendar to reflect the date and name of persons completing monthly items. Jocelyn Mower stated that all annual items and end of year items have been completed for 2022 and that beginning of year items for 2023 have been completed including all annual reports and 2022 4th Quarter Reports. Jocelyn Mower stated that specific tasks that need to be performed by the water treatment plant operators are being moved to warmer months to allow for tasks to be streamlined and performed more efficiently in 2023.

Unfinished Business

- Jocelyn Mower stated that the GAC project is still in the beginning stages and that an update will be provided as soon as Element Engineering submits project information and permitting requirements to CDPHE.
- The Board reviewed and discussed the ORC contract for Ryan Jacob. Sheila Henderson motioned to approve the revised ORC Contract for Ryan Jacob. Chelsie Kersey seconded the motion. The motion passed unanimously. Marty Rahl stated that the ORC transition will begin as soon as Ryan Jacob is able to sign his approved contract and notice is provided to CDPHE of the change. The current ORC, Richard Hopp, will be notified as soon as possible by Marty Rahl so that Ryan Jacob can communicate with Richard Hopp during this transition.
- The Board reviewed a quote from Little Digger to install a culvert at the Water Treatment Plant. The Board agreed to table the culvert project at the Water Treatment Plant until the summer months and assess the necessity and budget at that time.
- Sheila Henderson suggested that a Town Logo Emblem be purchased for the Town Hall Podium. Kathy Dufty stated that she will request a quote from a local artist who makes metal signs and have them email the quote to Jocelyn Mower.
- The Board discussed Water Taps and the possible need for a Water Tap Moratorium to be placed on the Town. Jocelyn Mower stated that a request for a water data study including water allotment, water production, and population capacity for water usage has been made to the ORC for the Board to review. The water data study will be provided to the Board as soon as it is received.

Reports

CPA Update: Jocelyn Mower stated that she and the CPA are currently working on the 2022 Audit Exemption and should have it ready for the Board to review by the next regular board meeting.

Attorney Update: N/A

Trustee Updates: N/A

Staff Updates: N/A

- Jocelyn Mower stated that all 1099's and W2's for 2022 have been filed and accepted with the IRS and State. Jocelyn Mower also stated that the 2023 water base rate increase and annual sewer usage rate adjustments have been applied to the RVS billing system for the 2023 year.

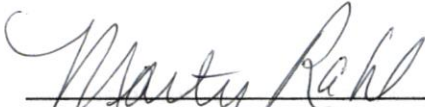
New Business

- The Board read, acknowledged, and signed the Consent for Possession of Firearm document for Trustee, Chelsie Kersey. Kathy Dufty requested a Consent for Possession of Firearm to be prepared for herself. Jocelyn Mower stated that she will prepare the document for the next regular monthly meeting.
- The Board read and reviewed Resolution 2023-1 Designating Public Notice Location & Official Newspaper. Patrick Ryan made a motion to approve Resolution 2023-1 Designating Public Notice Location & Official Newspaper. Sheila Henderson seconded the motion. The motion passed unanimously.
- The Board read and reviewed Resolution 2023-2 Setting Regular Meeting Dates & Location of Postings. Sheila Henderson made a motion to approve Resolution 2023-2 Setting Regular Meeting Dates & Location of Postings. Kathy Dufty seconded the motion. The motion passed unanimously.
- Jocelyn Mower stated that the heater in the conference room at Town Hall has been repaired by SIEA and is running at full capacity. SIEA recommended replacing the heater in the water closet at Town Hall and the wall heater in Clerk's Office and that the cost of replacement can be covered in full by requesting a donation from SIEA. Jocelyn Mower stated that as soon as the quotes for the heaters are received, she will request a donation from SIEA to have them replaced.
- Jocelyn Mower stated that the annual CIRSA Audit will be coming up in February or March of 2023. All annual checklists are in the process of being completed by the water treatment plant operators and all fire hydrants have already been recertified for the year. An appointment has been made with the Rye Fire Department for the annual inspection at Town Hall and the Water Treatment Plant. Jocelyn Mower also stated that the roof at Town Hall appears to need repairs due to the excessive wind that has occurred in 2022 and that a claim will be submitted to CIRSA early next week.
- Jocelyn Mower stated that Colorado Rural Water is in the process of helping the Town create and implement an Asset Management Program for free. This program will help to optimize all Town assets, prepare and plan for future projects, upgrades, and improvements, and establish future project costs as well as water and sewer rate projections for residents. This program requires collecting all current and previous data relating to costs and assets of the Town and GIS mapping all assets into Diamond Maps which can be edited and updated over time once it launches. Jocelyn Mower stated that there is not a current ETA on when the Board and Town residents can expect to see the completed Asset Management Program but the water treatment

plant operators, CRWA, and herself have begun the process of gathering all the required data. Once it is completed it will be released to the Board and the public for review.

Adjournment

At 7:50 p.m., Sheila Henderson made a motion that the Board close the regular meeting. Kathy Dufty seconded the motion. The motion passed unanimously.



Marty Rahl, Mayor



Jocelyn Mower, Town Clerk

**The Next Regular Session meeting will be held on
February 8, 2023, 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).