**TOWN OF RYE**

**RECORD OF PROCEEDINGS**

**August 14, 2019**

**Call to Order/Roll Call**

The Regular Monthly Board Meeting was called to order at 6:01 pm at the Town Hall at 2067 Main Street in Rye, Colorado. Those in attendance were: Mickey Smith, Mayor; Sonny Jackson, Mayor Pro- Tem; Sandra Steele, Trustee; Debbie Jackson, Trustee; David Douglas, Trustee; and Sherri Beach, Clerk. Also present was Pam Hair, Greenhorn Valley View. Absent: Sam Serracino, Trustee; Marty Rahl, Trustee. The Pledge of Allegiance was recited.

**Audience Participation**

Robert Boyd, Accountant, addressed the Board and explained the Profit & Loss, Balance Sheet, and Quick Reports. He told of all the work that has been done to bring the Town books up to date and accurate.

Tammy Smith, 6038 Boulder, voiced her concern about the loose gravel on the roadways that are being chip sealed. She was told that the County is working on this project and will be removing the loose gravel. She also expressed a concern about people speeding on the roadways. She was encouraged to get license plate numbers and report the activity to the Sheriff’s Department.

**Consent Agenda**

* David Douglas moved that the Minutes of the July 17, 2019, be approved. Debbie Jackson, seconded, and the motion passed.
* Water Treatment Plant End of Month Systems Report was discussed and approved.
* Water and Sewer Monthly Meter Usage (Billing Register) was discussed and approved.
* Summary Accounts (Town of Rye and Sewer Attorney) were discussed and approved.
* Summary Aged Receivables were discussed and approved.
	+ David Douglas motioned that $1.59 overpayment from Title Company be refunded to account #68 former owner. Debbie Jackson seconded, and the motion carried.
	+ Account #92 is responsible for June bill of 1,100 gallons of water. Gib will be asked to put a lock on the meter so water cannot be stolen again. We will credit the $15 late fee.
	+ Account #27 is to have a 5 day notice placed on the door then turn water off if payment isn’t received within that 5 days.
* Sandy Steele made a motion that a check in the amount of $112.09 be reissued to San Isabel Electric for the Town Hall account. Debbie Jackson seconded, and it carried.
* Debbie Jackson motioned that the Accounts Payable/Transfer of Funds from appropriate accounts paid. Sandy Steele seconded, and the motion carried.
* The Board reviewed the Profit & Loss, Balance Sheets, and checking account registers for each of the funds. Profit & Loss and Balance Sheets will be provided in future meetings, but we will discontinue the presentation of the account registers unless otherwise requested.
* The Master Calendar was reviewed, and the monitoring of the sewer flow meter will be added on a monthly basis.

**Unfinished Business**

There was no unfinished business tonight.

**Reports**

Attorney Update:

* A proposal from Altman, Keilbach, Lytle, Parlapiano & Ware, PC was reviewed. David Douglas made a motion that this firm be retained per their proposal. Sonny Jackson seconded, and the motion carried.

Trustee Updates:

* Sonny Jackson gave the Board a proposal from Teledyne ISCO for a sewer flow meter. The cost is $14,527.00. The Board reviewed the proposal, and David Douglas made a motion that we purchase this meter. Sonny Jackson seconded, and the motion carried. Sonny will order it right away.
* David Douglas and Gib Rokich will inspect manholes.
* Marty Rahl will contact Montano Concete to get an estimate for replacing the sidewalks.

Staff Updates:

* Sherri Beach will call the Department of Revenue to inquire about our receiving cigarette tax.
* Return Envelopes will be given to customers for bill payments if they request them and pick them up at our office.
* Sherri will cancel her RSVP to attend HUTF training in Pueblo on September 27.
* Sewer rate proposal from Mr. Cruz will be reassessed at year end.

**New Business:**

There was no new business at tonight’s meeting.

**Adjournment**:

At 7:29 pm, Debbie Jackson motioned that the Board enter into Executive Session. David Douglas seconded, and the motion carried.

* *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 CRS Section 24-6-402(4)(e)*
* *Personnel: For discussion of a personnel matter under CRS Section 24-6-402(2)(f) and NOT involving: any specific employees who have requested discussion of the matter in o9pen 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 8:10 pm, David Douglas made a motion that the Board return to its Regular Meeting. Sandy Steele seconded, and the motion passed.

The Board agreed that Gib Rokich will be asked to begin training/working with Ginger Mitchell at the Water Treatment Plant.

At 8:10 pm, Sonny Jackson made a motion that the Regular Board Meeting be adjourned. Debbie Jackson seconded, and the motion carried.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mickey Smith, Mayor Sherri Lynn Beach, Town Clerk