**TOWN OF RYE**

**RECORD OF PROCEEDINGS**

**December 11, 2019**

**Call to Order/Roll Call**

The Regular Monthly Board Meeting was called to order at 6:00 pm at the Town Hall at 2067 Main Street in Rye, Colorado. Those in attendance were: Mickey Smith, Mayor; Sonny Jackson, Mayor Pro- Tem; Marty Rahl, Trustee; Debbie Jackson, Trustee; Sandra Steele, Trustee; David Douglas, Trustee; Sheila Henderson, Trustee; and Sherri Beach, Clerk. Also present was Gary Golladay, WTP ORC; Gib Rokich, Maintenance; Pam Hair, Greenhorn Valley View; Mike Ricottone and Sabina Genesio, Pueblo County Commissioners Office; Gene Beierle, Resident; and Bryan Porter, Resident. The Pledge of Allegiance was recited.

**Audience Participation**

Mike Ricottone discussed the Rye Mountain Park improvement/enhancement program, and he asked the Board for input and suggestions. Pueblo County has $200,000 for this project. The Board has been asked to consider suggested improvements and replacements and contact Mr. Ricottone or Mrs. Genesio by February 1, 2020, so they can begin right away.

Gene Beierle asked the Board to mail a letter to the Pueblo County Assessor’s office to confirm his physical address on Boulder. His address is 6020 Boulder and they have it noted as 6010. David Douglas made a motion that a letter be mailed to the Pueblo County Assessor’s office, Sandra Steele seconded, and the motion passed.

Mr. Beierle informed the Board that he is building nine total “stick built on slab foundations” tiny homes for long-term rentals on his properties at 6020 Boulder and 6015 Oak. After discussion, the Board agreed that Mr. Beierle will need to have sewer and water taps on each property, and the cost is $5,000 each for new ones. Mr. Beierle said that he is planning to change the ¾” lines to 1” lines. Mr. Beierle said that vehicles of the rental units would be parked on the property, not on the roadways. In addition, Mr. Beierle requested that the Board move the meter on Boulder, so the snowplows and other large vehicles don’t hit it. The Board requested that Mr. Beierle bring a plan drawing for Board review.

**Consent Agenda**

* Marty Rahl made a motion that the Minutes of the November 13, 2019, Board of Trustees Meeting be approved. Debbie Jackson seconded, and the motion passed.
* Water Treatment Plant End of Month Systems Report was presented to the Board.
* Water and Sewer Monthly Meter Usage (Billing Register) was reviewed.
* Summary Accounts (Town of Rye and Sewer Attorney) were discussed and approved.
* Summary Aged Receivables were discussed, and #13 will not be contacted as the late balance is so small. In addition, #69 is pending receipt of payment from Pueblo County.
* Marty Rahl made a motion that the Accounts Payable/Transfer of Funds from appropriate accounts be paid. Debbie Jackson seconded, and the motion carried.
* Debbie Jackson made a motion that $1,000 be transferred from the Sewer Money Market account to the Sewer account to pay the bills. Sheila Henderson seconded, and the motion passed.
* The Board reviewed the Profit & Loss and Balance Sheets.
* The Master Calendar was reviewed.

**Unfinished Business**

* David Douglas made a motion to adopt the 2020 budget. Debbie Jackson seconded, and the motion passed.
* Marty Rahl made a motion to approve Resolution 2019-6 to set mill levies. Sonny Jackson seconded, and the motion passed.
* Debbie Jackson made a motion to approve Resolution 2019-7 to adopt the budget. Sheila Henderson seconded, and the motion passed.
* David Douglas made a motion to approve Resolution 2019-8 to appropriate sums of money. Sandra Steele seconded, and the motion passed.

**Reports**

ORC Update:

* Gary Golladay reported on the status of the water treatment plant. He said that reporting is being completed. He suspects a crack in the tank and said he will take photos and send for estimates for repair.

Attorney Update:

* Our attorney’s office did not attend tonight’s meeting, but Sherri Beach relayed to the Board that the attorney would like us to prioritize our list of assignments, so they know what to work on next. Items they need to work on include FEMA Flood Plane letters, CTF funds and what they can be used for, annexation of properties into the Town of Rye, a garbage ordinance, tiny homes recommendations, and review of account #90 per resident concerns. The Board will prioritize these items at next month’s meeting.

Trustee Updates:

* Sonny Jackson located the easement agreement between Dr. Hunter and the Town of Rye. It was not registered correctly, and the attorney is recording it now. Mr. Mullans will be presenting it to CCMD so the legal agreement will be completed, most likely in January 2020. Sonny will see that both the Town of Rye and Dr. Hunter receive a copy of the correct easement agreement for their records.

Staff Updates:

* Gib Rokich will be obtaining bids from contractors to clean the holding pond and install a drain in June or July 2020. Mickey Smith would like to take each bidder to the site, so they know exactly what the Town is requiring, and the bids are equal and fair.
* Sherri Beach informed the Board that the issue with billing has been corrected with both Neptune and RVS Software programs.
* Sherri Beach shared that Robert Boyd, Accountant, submitted a letter estimating his time to finish the 2019 yearend books and audit work to be 15 hours. David Douglas made a motion that Mr. Boyd be approved to complete this work. Debbie Jackson seconded, and the motion passed.
* Sherri Beach told the Board that she has requested cost estimates from Mr. Goodrich and Mr. Couch (both CPA’s) to certify the 2019 audit as required by the State Auditor’s Office.
* Sherri Beach updated the Board that she has successfully completed the Notary Public training and is now a Notary. She and Gib successfully completed the Neptune 360 training. She continues to take the monthly CML training on Elections.
* Sherri Beach told the Board that the Pueblo County Health Department has inspected #69 and #72. Both have been undertaken by the County as they are health hazards to the community.
* Sherri Beach informed the Board that Thomas Brian Investments sold the apartments on Peterson to Apache Falls Apartments. A payment was received from the Title Company on behalf of Thomas Brian Investments for their water and sewer service through the end of October, but the closing happened on November 14, so Thomas Brian Investments still owes $416.23. She mailed a bill to Thomas Brian Investments on Monday, November 25, 2019, but has not received payment. She was instructed to get the address information to David Douglas so he can find who the Title Company is, and we will contact them to correct this issue.
* The Board instructed Sherri Beach not to pay dues for International League of Cities for an annual membership and directory listing.
* Sonny Jackson made a motion that we obtain a Debit card from Bank of the San Juan for our General account #0044 with Sherri Beach as the cardholder for purchases that are made online or by credit card. Sandra Steele seconded, and the motion passed. Sheila Henderson asked that we write on the back of the card “Ask for ID.”
* Sherri Beach updated the Board that Steve Bennett was unable to test the fire hydrants this month. He will try to get this done before our next meeting, weather permitting.
* Sheila Henderson made a motion that Sherri Beach take the week of December 23 through December 27, 2019 off in observance of Christmas. Compensation time will be taken from her bank of compensation time. Debbie Jackson seconded, and the motion passed.
* Sherri Beach asked the Board for approval to purchase business cards and/or name badges to take/wear to social events, per the attorney’s suggestion. After discussion, the Board chose not to do this.
* The Board instructed Sherri Beach to put a stop payment on General check #3106 in the amount of $240 for Sam Serracino’s honorarium. She was asked to reissue a check in the same amount.
* Sherri Beach was asked to contact Peter Huisman, Colorado Rural Water, and ask him to inspect for leaks in our water system. This is a complimentary service with our annual membership dues.
* The Board instructed Sherri Beach to pay the invoices from Rye Septic Service from the water fund rather than the sewer fund from this point forward for service provided to the water treatment plant.

**New Business:**

* Tiny homes were briefly discussed in the Public Comments section.
* A policy change of implementing a surcharge for meters that are on the right-of-way (for the purpose of funding blockages or breaks) was briefly discussed, per the attorney’s recommendation. Gib Rokich was asked to determine how many meters there are in the right-of-way, and what the estimated cost would be to relocate them to the property. The Board will revisit this subject next month.

**Adjournment**:

At 8:20 pm, Sheila Henderson made a motion that the Board close the meeting and enter Executive Session. Debbie Jackson seconded, and the motion passed. Those in attendance were Mickey Smith, Mayor; Sonny Jackson, Mayor Pro-tem; Marty Rahl, Trustee; Debbie Jackson, Trustee; Sandra Steele, Trustee; David Douglas, Trustee; Sheila Henderson, Trustee; and Sherri Beach, Clerk.

At 8:50 pm, Debbie Jackson made a motion that the Board return to its Regular Meeting. Sheila Henderson seconded, and the motion passed.

At 8:55 pm, Marty Rahl made a motion that the Regular Board Meeting be adjourned. Sheila Henderson seconded, and the motion carried.

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Mickey Smith, Mayor Sherri Lynn Beach, Town Clerk

**The Next Regular Session meeting will be on**

**January 8, 2020, at 6:00 pm 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).*