Board Minutes

Monday, December 12, 2022

The regular meeting of the Town Board convened in the Peetz Town Hall at 6:37 p.m. and opened with the Pledge of Allegiance. Mayor Traci Davenport, Clerk Evelyn Gardiner, Trustees Ron Gentry, Dani Rennewanz, Brenda Segelke, and Zach Wood were present. Trustee Paul Mansfield and WWTF Project Manager Amy Sorensen were present via Zoom. Trustee Rayce Wood was absent.

Consent Agenda: No action.

Minutes of the regular October 2022 meeting were reviewed. Ron Gentry moved and Dani Rennewanz seconded a motion to approve the Minutes. **Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.**

Evelyn presented the Treasurer's Report. Dani Rennewanz moved and Ron Gentry seconded a motion to accept the Treasurer's Report. **Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.**

Evelyn presented the Claims Report. Dani Rennewanz moved and Brenda Segelke seconded a motion to accept the Claims Report. **Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.**

MAINTENANCE REPORT: Hunter reported that he has the snowplow hooked up to the Town truck. Hunter will develop check-out sheets for use of the Town equipment by Board members. Paul Mansfield entered the meeting at this time. Hunter discussed snowplow procedures with the Board. He will be contacting property owners in Town for permission to pile snow. The Peetz Co-op performed annual propane checks on all Town propane tanks and discovered a leak at the valve on the tank behind the Town Shop on Main Street. He also reported that the 2 small tanks – one at the Kerr Station and one at the Main Well – are no longer needed as the buildings have been wired for electric heaters. The Town will maintain the two tanks and move them to the back of the Town Shop. Hunter will advertise random junk equipment and tools on Facebook for free pickup.

OLD BUSINESS:

1) **WW PROJECT MANAGER REPORT:** Amy Sorensen reported that CWRPDA released the final $3592.37 for the WWTF SRF loan, and it will be electronically transferred soon. The Biosolids Project is getting started. The Pre-Bid Meeting will be 11/30/2022, Bids Due- 12/19/2022, Notice of Award - 2/2/2023, Notice to Proceed – 3/18/2023, Substantial Completion – 5/17/2023, Final Completion – 6/16/2023, and SRF Loan Revision – End of Project. Funding for the project will be from USDA and DOLA. The Town has received the initial drawings and Project Manual from JVA, Inc. The old ponds will then be deeded back to Matt Adams at the end of the project. Amy will work with Attorney Kelly Lowery for the deed. Amy anticipates being remote for the Pre-Bid meeting at the end of the month. The Board needs to provide her with a signed copy of her contract as Project Manager
2) **ARSENIC AT THE RAILROAD WELL:** Evelyn reported that she is working with Shane White of JVA, Lydia Kiser, and Margaret Bauer of CDPHE to work out details for the remaining Small Communities Grant funds still available.
3) **WALKING PATH:** Nothing to report. This project is on hold until warmer weather.
4) **ARP GRANT:** Evelyn is developing a spending plan based on the water improvements and repairs at the Kerr Station and the water storage tank for these funds. The reporting deadline isn't until April of 2023.
5) **2023 BUDGET:** Evelyn submitted the approved 2023 Budget to Szabo's office on Thursday, Nov. 10

NEW BUSINESS:

1) **SALE OF EQUIPMENT:** Zach Wood reported that he has listed the Massey tractor and the blade with Big Iron Auction but has not had a response. The Board agreed to put the dump truck up for auction as well. Discussion was held about possibly purchasing a dump trailer with the proceeds.
2) **SCHOOL UPDATE-COLEMAN AVENUE:** Dani Rennewanz, Brenda Segelke, Evelyn Gardiner, Hunter White, Pat White, and Traci Davenport attended the first planning meeting at the school at 11:00 today to discuss water/sewer lines, easements, and vacating Coleman Avenue for the new school building. Neenan will work with the Town to provide the proper verbiage for the deed to do this. Dani Rennewanz brought up the possibility of vacating Coleman Avenue all the way to North Street. The Board agreed now was the time to do this, but it will be done in two separate deeds.

COMMITTEE REPORTS:

- **STREETS:** The issue of ingress and egress at 623 Louisa was tabled at the last meeting. It was determined that access is possible from alley so there is no issue. Hunter will be working out a

pesticide program for the summer to address the issue of weeds in the new ditch and in the alleys. Hunter is also developing Standard Operating Procedures for Streets, Wells, Snow Removal, etc.

- **WATER/SEWER:** Discussion was held about the overuse of bulk water by commercial companies. **Ron Gentry moved and Paul Mansfield seconded a motion to increase the bulk water rates as follows: Agricultural - $17 per 1000 gallons, Commercial - $25 per 1000 gallons, and Commercial Weekend Use - $30 per 1000 gallons. Companies pulling large amounts of water will be required to supply an overhead gravity tank to reduce pressure issues. Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.** Hunter was instructed to purchase the necessary bulk water equipment to pull water safely from a fire hydrant, and entities will be required to use the Town's equipment for a rental fee when pulling water from hydrants or the overhead fill station. All bulk water customers will be required to complete a water permit prior to purchasing water. Hunter and Evelyn will develop one that puts forth the necessary contact information and the rules for purchasing water.
- **PERSONNEL:** The Personnel Committee will meet Tuesday, November 15, 2022, to discuss employee benefits and determine a wage for Pat White as consultant. Pat's position will be contracted. The Accident/Injury Review Policy was briefly discussed. Paul Mansfield suggested that a clause be included to require a mandatory drug test following any incident.
- **CEMETERY:** Caleb Barrett of Barre Ground submitted a revised estimate for embellishment of the Ronald Knifer memorial bench. **Zach Wood moved and Dani Rennewanz seconded a motion to accept the revised estimate. Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.** Evelyn will order the cement pots and faux greenery for the memorial. The Town received Logan County Court documents regarding the Order for Final Settlement and Decree of Final Discharge for the Ronald Knifer Estate. These documents are filed in the Knifer Cemetery Trust file.
- **FINANCE:** The Bank of Colorado CD will mature soon. Discussion was held about moving these funds to the ColoTrust general account. The interest rate is higher, and the funds are more liquid in this account. **Dani Rennewanz moved and Ron Gentry seconded a motion to move the CD account at maturity to the ColoTrust General account. Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.**
  Zach Wood moved and Brenda Segelke seconded a motion to pay full and part-time employees $150 end of year bonuses. Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Z. Wood-aye. Motion carried.
- **ANIMAL CONTROL:** Vicious dogs are the owners' responsibility to control and/or dispose of. Methods of controlling moles on Town property were discussed.
- **PARKS AND RECREATION:** Dani Rennewanz reported that due to high wind, the tree border of the Park needs to be cleaned up.
- **COMMUNICATIONS:** Request to participate in the 2022 Census of Governments Survey; Notice of Sub-Division Group Rate from Colorado Department of Labor and Employment; Recorded Deed for Lot Six (6), Block One (1), First Addition to Peetz, Colorado, also known by street and number as: 610 Main Street, Peetz, Colorado 89747. (Original recorded deed is filed in the 4-drawer file in the vault and copy filed with these Minutes); Memo from Logan County Treasurer about December 1 deadline for filing special assessments for collection with property taxes; returned thank you note to the Harts for donation of 610 Main Street due to no forwarding address; email notification that the Town is to receive $2500 donation from Invenergy, Spring Canyon Energy Center.
- **PERMITS:** Discussion was held regarding the placement of trailer homes. The permit fees will be reviewed and updated.
- **SANITATION:** Nothing to report.
- **ORDINANCE NO. 1:** Nothing to report.

With no further business, the meeting adjourned at 9:02 p.m.

Traci Davenport Mayor
Traci Davenport, Mayor

Evelyn Gardiner
Evelyn Gardiner, Clerk