

Board Minutes

Monday, May 8, 2023

The regular April meeting of the Town Board convened in the Peetz Town Hall at 6:30 p.m. and opened with the Pledge of Allegiance. Clerk Evelyn Gardiner, Mayor Traci Davenport, Trustees Ron Gentry, Paul Mansfield, Dani Rennewanz, Brenda Segelke, Zach Wood, and Maintenance Manager Hunter White were present. WWTF Project Manager Amy Sorensen was present via Zoom. Trustee Rayce Wood was absent.

Consent Agenda: **No Action**

Minutes of the regular March 2023 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, and 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, and Z. Wood-aye. Motion carried.**

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

1) **WW PROJECT MANAGER REPORT:** Amy Sorensen reported that the Decommissioning Pre-Construction meeting was held on March 28 and was well attended by all funding agencies, engineers, contractors, and subcontractors. The decommissioning process and scheduling the destruction of the old sewer lagoons were discussed. The Town will pay the Geo-Tech on this project, to be reimbursed with Contingency funds. Terra Con will be the Geo-Tech. JVA, Inc. will pay the RPR as part of their contract and budget.

2) A no-cost time extension Change Order will be needed to complete the project. The change order needs to be approved before June 4. The next construction meeting will be Tuesday, May 2 at 2:00 p.m. via Zoom.

The old lagoons are still under a state discharge permit that needs to be released, which takes several months. The Town will need to enter into a Memorandum of Understanding with Matt Adams about the use of the property for farming this fall.

Amy is working with Attorney Kelly Lowery to obtain proper legal descriptions for the property to be deeded back to Adams. At the beginning of the project, Logan County Planning and Zoning awarded the Town a subdivision exemption. Deeding it back to Adams may cause problems with the exemption and require a survey.

Amy reported that ORC Lydia Kiser has had concerns about the lack of proper flow meter readings at the WWTF. JVA, Inc. was consulted about a possible upgrade to the system to obtain more accurate inflow records. The findings by JVA were that since the State of Colorado does not require such readings, the Board agreed to have Hunter record the meter readings as they currently are and track from those readings.

MAINTENANCE REPORT: Hunter White

- Hunter White attended the Colorado Rural Water Association Conference in Embassy Suites in Loveland April 3-5 for trainings. He contacted Cunningham, Inc. at the conference about the inadequate cable climb installation done by them in 2022. They will return at their expense to remedy the situation. Cunningham will also inspect the tower for more needed repairs to the vent, ladders, missing bolts and rivets, etc.
- Hunter asked for Board volunteers to help him remove junk from the Old Town Hall and the Town Shop before the Town Clean-up Day on Thursday, April 13.
- Board volunteers are also requested to help with photographing resident tap locations and updating the shut-off notebook. This work will take place over the next several weeks.
- Hunter presented a proposal for metering all taps in the Town. The rationale being that the State of Colorado is likely to get more stringent about water consumption and that grants will only be awarded to municipalities that meter their water. Discussion included cost, methods for reading the meters, and getting an engineering study done.
- Hunter asked that the Board sign off on a Delegation Plan for him as ORC. Hunter will obtain copies of delegation plans from Lydia Kiser and CDPHE and put one together for the Town.
- Hunter informed the Board that in the coming weeks, he will be doing a training session with Lydia at least one day a week.
- Hunter asked the Board to acknowledge that the Chain of Command be Lydia ↔ Hunter ↔ Board.
- Hunter suggested that the Kerr Fill-Station be put on a coded door lock. The Board agreed.

- Big Iron Auction was in Peetz today to take photos of the Massey tractor, dump truck, 3-pt twin blade, and the old black blade. Auction will be in May after dump truck title is received from Logan County Motor Vehicle Dept. Hunter was directed to get quotes for replacement tractors from area implement dealers.
- The Burn Pile will be burned as soon as weather conditions are right.

OLD BUSINESS:

- 1) **ARSENIC AT THE RAILROAD WELL:** Quarterly reports to CDPHE for the Small Communities grant are due April 20. Evelyn drafted a report and sent it to Lydia for her review before finalizing the report. CDPHE sent the Town a revised Statement of Work and Budget for the Arsenic Removal project, allowing the Town to use the remaining \$9,053.83 grant funds for the repairs needed to bring the Railroad Well back online. **Ron Gentry moved and Brenda Segelke approved a motion to approve the revised SOW and Budget. Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, and Z. Wood-aye. Motion carried.**
- 3) **PEETZ SCHOOL PROJECT:** The abandonment of Coleman Avenue from Louisa Street to North Street has hit a snag as there are water lines under Coleman Ave from Main Street all the way to North Street. Kelly Lowery will be contacted to draft an abandonment deed giving the Town an easement for these waterlines. The school contractor would also like to see Ross Avenue, Evelyn Avenue and Rogers Avenue properly vacated as well.

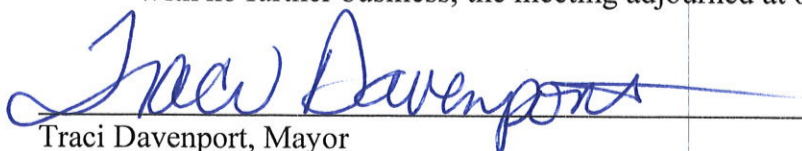
NEW BUSINESS:

- 1) **ARP-SLFRF GRANT EXPENDITURE PLAN:** A Project/Expenditure Plan for this grant needs to be submitted before April 20. Evelyn presented a plan that would expend these funds on projects already completed or nearly complete to protect the Town's drinking water supply; namely, painting the water storage tank and installation of a cable climb system, building renovations to the Kerr Fill-Station, including new piping, valve, and meter, electrical upgrades, and Railroad Well repairs.

COMMITTEE REPORTS:

- **STREETS:** Nothing to report.
- **WATER/SEWER:** Hunter will get Concrete Specialties scheduled to install the new entry point at the water tower.
- **PERSONNEL:** A discussion was held about possibly changing the maintenance hours from 4 10-hour days to 5 8-hour days for the summer months. It was decided to leave the hours as 4 10-hour days.
- **CEMETERY:** The 2023 Knifer Trust budget was sent to Trustee Lori Hulbert for approval. No response received.
- **FINANCE:** The \$7,281.58 loan payment to SRF is due May 1. Technical support for the Town's Quickbooks program will expire May 1. The Board approved the purchase of Quickbooks Online.
- **ANIMAL CONTROL:** The Pet Vaccine Clinic and Dog Licensing Day is set for Saturday, April 29 from 9:00 a.m. to noon in the Town Shop. Creekside Animal Hospital will be examining pets and administering vaccines.
- **PARKS AND RECREATION:** Nothing to report.
- **COMMUNICATIONS:** Thank you from Peetz Hilltoppers for the Easter Egg Hunt donation; an invitation to the NECALG annual meeting.
- **PERMITS:** Josh Fiscus for a double garage and fence.
- **SANITATION:** Town Clean-up Day will be Thursday, April 13.
- **ORDINANCE NO. 1:** Nothing to report.

With no further business, the meeting adjourned at 8:34 p.m.


Traci Davenport, Mayor


Evelyn Gardiner, Clerk