

Board Minutes

Monday, January 8, 2024

The regular December meeting of the Town Board convened in the Peetz Town Hall at 6:31 p.m. and opened with the Pledge of Allegiance. Mayor Traci Davenport, Clerk Evelyn Gardiner, Trustees Jared Burns, Paul Mansfield, Brenda Segelke, Zach Wood, and Maintenance Manager Hunter White were present. Trustees Ron Gentry and Dani Rennewanz, and Project Manager Amy Sorensen were present via Zoom. Ray Davenport was a guest.

Consent Agenda: **No action.**

Minutes of the regular November 2023 meeting were reviewed. Paul Mansfield moved and Brenda Segelke seconded a motion to approve the Minutes with a minor correction. **Burns-aye, Davenport-aye, Gentry-aye, Mansfield-aye, Segelke-aye, Wood-aye. Motion carried.**

Evelyn presented the Treasurer's Report. Zach Wood moved and Jared Burns seconded a motion to approve the Treasurer's Report. **Burns-aye, Davenport-aye, Gentry-aye, Mansfield-aye, Segelke-aye, Wood-aye. Motion carried.**

Evelyn presented the Claims Report. Paul Mansfield moved and Brenda Segelke seconded a motion to approve the Claims Report. **Burns-aye, Davenport-aye, Gentry-aye, Mansfield-aye, Segelke-aye, Wood-aye. Motion carried.**

Trustee Dani Rennewanz entered meeting via Zoom at 6:45 pm.

WWTF DECOMMISSIONING: Project Manager Amy Sorensen reported that the Town is waiting for the final payment from DOLA and that USDA will make a reimbursement payment for the Contingency Fund purchases once they are complete. USDA wants to wrap up the project by January 31, 2024. Amy contacted Andrew Rein from Riechert Construction about the invoice received from Van Pelt Fencing of Scottsbluff for repairs made to the WWTF gate. Andrew agreed that this work was warrantied and will take care of the bill.

The final Walk-Through inspection by the engineers and the contractor is scheduled for Tuesday, May 7, 2024. Amy does not anticipate that she will be present for the Walk-Through. She reported that conferences with Attorney Kelly Lowery determined that the old lagoon acres should not be deeded to Adams until all payments have been made.

Amy is gathering the last of the reimbursable invoices to submit to USDA. The approved purchases for Contingency Funds were discussed. Paul Mansfield and Hunter White presented quotes for a UTV and a dump trailer. The Board unanimously agreed to expend Contingency Funds to purchase all the approved items on the USDA list. Evelyn will email the quotes to Amy Sorensen, who in turn will submit them to USDA for approval. Hunter was charged with getting a second quote for the dump trailer from Adams Autos and Equipment in Sidney.

For all intents and purposes Amy's job as Project Manager will be complete once all payments are made. She will not be on the Agenda for further meetings.

MAINTENANCE REPORT: Hunter White

- Hunter inspected the grave cave-in at the Cemetery. He will not be able to remove the concrete without assistance. It will be a project for spring.
- Hunter put up the Christmas display in the Park and decorated the Park and Town Hall with lights. Some new lights were purchased.
- He distributed Lead and Copper sample bottles to 10 residents, collected same, and delivered them to Lydia in Sterling.
- On Sunday, November 26, the Main Well was down. Kuntz Pump and Well Service pulled the well and replaced all the wiring. On Wednesday of the next week, the Water Tower overflowed. The well was shut off, and Kuntz returned to replace lines to the expansion tank. The RR Well, which had been off, was turned on and the Main Well was off. The Tower overflowed again. The problem was eliminated, and the Tower is filling properly.
- Hunter made several 811-Dig locates for the School Building Project.
- Hunter and Paul Mansfield gathered equipment quotes in Sterling. They added that a large capacity water tank is also needed for situations that require flushing the wells.
- Day & Night Plumbing and Heating inspected the furnace in the Town Shop and recommended that the Town purchase a new furnace. Hunter suggested the Town get a second opinion.
- Hunter contacted Caleb Barrett of Barre Ground about removing the trees at the Peetz Cemetery. Caleb agreed to the task. What to do with the tree waste is to be determined.

- Paul Mansfield plowed the streets during the one snowstorm in Hunter's absence.

MAINTENANCE REPORT: Lydia Kiser

- Lydia did a full backwash of the lines and the vessels at the RR well. She pulled the last arsenic samples from the well tonight before the meeting and will send them in right away. Lydia hopes this will end the Town's Enforcement Order but makes no promises.
- Kuntz Pump and Well Service has been consulted about the problems with the VFD pump at the RR well. The solution seems to be replacing the VFD with a Soft-Start. Kuntz will give the Town partial credit toward the Soft-Start for the used VFD. The Murphy switch will be reinstalled at the RR Well.
- Because a VFD pump allows for better pressure control, Lydia is suggesting that a VFD be installed at the Main Well for an estimated cost of \$3000. She also thinks a pressure tank may be needed.
- Lydia advised the Board that the installation of the VFD at the Main Well may require that it be engineered. She has Chad Weaver in mind for this.
- Lydia reported that she was able to gain information about the size of the Main Well pump from Sargeant Drilling who did the work 10 years ago. It is thought to be a 10 hp pump.
- Lydia also suggested that Maguire Iron may have a large reserve water tank that the Town can rent during the Water Tower repairs in the spring.
- Because the entry point hydrant has been tampered with in recent weeks, it will be padlocked. A hose will be used to water the trees when the hydrant is being flushed.

OLD BUSINESS:

- 1) **DECOMMISSIONING OF OLD LAGOONS:** Covered in Amy's report.
- 2) **PEETZ SCHOOL PROJECT:** The Board reviewed the proposed streets/alleys to be abandoned for the building project. The Board agreed to abandon the following while maintaining a 20 ft easement for infrastructure down the center of all:
 - Evelyn Avenue between Logan St. and Louisa St.
 - Ross Aen, between South of a platted alley and Louisa St.
 - Rogers Avenue between Logan St. and Louisa St.
 - Coleman Avenue, between South of a platted alley and Louisa St.
 - A portion of Main Street from West of Ross Avenue and Rogers Avenue.
 - Portions of platted alleys.
 - (Map attached to these Minutes)

Traci Davenport reported that the school will be responsible for all maintenance of the new sewer tap installed for the new school construction at the alley between Main Street and Logan Street.

NEW BUSINESS:

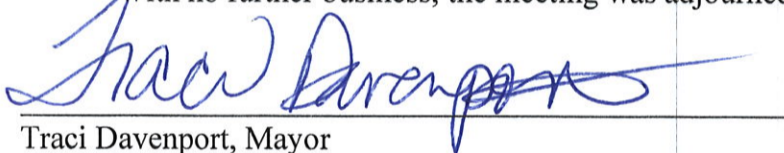
- 1) **RESOLUTION 2023-5: A RESOLUTION TO AMEND THE FEE SCHEDULE:** Traci Daveport read the resolution that will increase the residential utility rate for water from \$44 to \$46 and the utility rate for trash from \$23 to \$24, and increase all other rates by an equivalent percentage, effective January 1, 2024. **Paul Mansfield moved and Zach Wood seconded a motion to approve the resolution as read. Burns-aye, Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Wood-aye. Motion carried.**
- 2) **ORDINANCE NO. 2023-1: AN ORDINANCE TO AMEND ORDINANCE NO. 1-1998 CONCERNING COMPENSATION FOR MAYOR AND COUNCIL MEMBERS TO THE TOWN OF PEETZ:** Traci Davenport read the Ordinance, which will reimburse the Mayor \$200 per month and reimburse the Trustees \$125 per month, effective January 1, 2024. All other provisions of Ordinance No. 1-1998 will apply. **Zach Wood moved and Ron Gentry seconded a motion to approve the resolution on First Reading as read. Burns-aye, Davenport-aye, Gentry-aye, Mansfield-aye, Rennewanz-aye, Segelke-aye, Wood-aye. Motion carried.**
- 3) **CIRSA INSURANCE CLAIM FOLLOW-UP:** CIRSA contacted the Town about the \$8018.99 claim paid in October for weather damage to the RR wellhouse roof, the Park Pavilion, and the graffiti damage on the back wall of the Town Hall. The RR Well roof will be sealed for now. A metal roof will replace the shingled roof, and repairs to the door frame and corner supports will be made in the spring. Evelyn will report this to CIRSA.

COMMITTEE REPORTS:

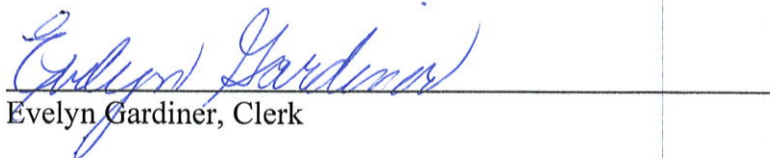
- **STREETS:** Streetlight outages reported at Dunken and Emiline, Logan and VanValkenburg.

- **WATER/SEWER:** A new quote for crushed concrete will be obtained and a location for staging it until it can be used will be determined. Lydia suggested signing up with Sourcewell, a company that works with municipalities, for any future equipment spending.
- **PERSONNEL:** The Board accepted the resignation of Hunter White as Maintenance Manager, effective January 2, 2024. The position will be posted immediately. Hunter will suggest some job description edits. Zach Wood and Brenda Segelke both indicated that they would run again in April 2024 for their Board positions.
- **CEMETERY:** Jared Burns reported that there are several concrete covered graves that are settling. Information will be obtained about the legality of altering the gravesites. This work will have to wait until spring.
- **FINANCE:** The Board reviewed the 2024 Colorado Unemployment Insurance Rate Notice. The Town has received the final \$5500 retainage funds from the CDPHE Small Communities Grant and a copy of the Annual Contractor Performance Evaluation and Certification. All grant obligations for the Arsenic removal project are now complete. The 2024 Logan County Certification of Evaluation deadline and the deadline for 2024 Budget approval have been postponed until Jan. 10, 2024. Lauer, Szabo, and Assoc. will have the 2024 Budget ready for approval by the January 8, 2024, meeting.
- **PARKS AND RECREATION:** The final 2023 deposit of GOCO lottery funds has been received. Discussion was held about re-shingling the roof of the Park pavilion and adding an ADA accessible ramp to the play area as part of the Park Budget.
- **ANIMAL CONTROL:** Nothing to report.
- **COMMUNICATIONS:** Logan County Commissions' invitation to their Christmas Coffee, IRS letter reporting that the Town indicated an address change, unsigned letter from a resident about the streetlight outage at Dunken and Emiline.
- **PERMITS:** Jared Burns has been approached by a resident concerning Tiny Homes. The Board is anticipating codification of this issue.
- **SANITATION:** Marick's will be contacted about the upcoming holiday schedule for trash pickup. Reports from residents indicate that Maricks has been picking up trash late in the day, sometimes after dark.
- **ORDINANCE NO. 1:** Nothing to report.

With no further business, the meeting was adjourned at 8:57 p.m.



Traci Davenport, Mayor



Evelyn Gardiner, Clerk