I. Call To Order

S. Walen calls to Order 705pm.

II. Roll Call

In Person: S. Walen, C. Frey, F. Young, K. Grubbs. C. Nihiser, Town Clerk

Pub. Comment: Liz Hamilton, Nikki Dolan

Absent: S. Regester, S. McCloskey, M. Gitlin

III. Motion to Approve Agenda

705pm C Frey motions to approve the agenda, F. Young seconds. All in favor.

IV. Bills for Approval

706pm C. Frey motions to approve bills as presented. F. Young seconds with questions, inquiring what Fund the Colorado Historical Foundation Invoice comes from, which Town Clerk reports is the Restricted Fund. F. Young inquired if that is where the THK Invoices are also paid from, and the Town Clerk reports that the THK invoices come from the General Fund. This is because the THK invoices are for planning within the Mountain Park, and the planning grant that reimburses these invoices came before the Mountain Park was purchased, and therefore before the Restricted Fund was established. F. Young inquired if that planning grant included monies that the Town Fundraised, which Town Clerk clarifies that the Planning Grant that reimburses the THK Invoices comes from the state and does not include fundraised monies. K. Grubbs inquired what the Utility Locate Invoice is for, and why we need it. The Town Clerk clarifies that when there are exposed lines or lines needing located, that vendor alerts us of that need and then we consult with John Volk to locate those. S. Walen calls for a vote on the motion C. Frey initiated and F. Young Seconded. All in favor.

V. Approval of Minutes: 6/26/23

C. Frey motions to approve the minutes from June 26th, F. Young seconds. All in favor

V. Public Comment

Liz Hamilton and Nikki Dolan are here on behalf of PFSP. In September PFSP want to have an event to wrap up the year. Requesting Town to sponsor a Special Event insurance coverage from CIRSA and a Special Event Liquor License, as PFSP would like to offer wine and beer. Town has sponsored similar events in past. PFSP would like to do it at the actual church, logistically might be better to do at the park due to bathrooms. Small time crunch, with no specific date now, but would like to do it sometime in September. Will appear as an agenda item during the next BOT meeting for official vote. Town that has sponsored in past, shouldn't be a problem. Liz will be out of town and unable to attend. Nikki might be available. Most likely does not need any PFSP representative in attendance. Wil go over insurance and liquor license issues.

VI. Administrative Items:

- **a.** Mayor Report

Mayor not in attendance, no report made.

b. Town Clerk Update

Heads up that this topic will be on the agenda for the next meeting. Received communication from Opioid Response Team. Will need to decide if SP wants to receive their direct allocation from prior Opioid settlements or redirect to the region (2022 we redirected). Need to make decision by July 31st, so this will appear as an action item during the next meeting. K. Grubbs inquired what we would need to do with these funds. Clerk states the distribution is the Towns allocation either way, it is a matter of where the Town wants the funds to go. S. Regester, who is absent from this meeting, is the liaison for Opioid issues. Will check with S. Regester and request an MOU for the Opioid funds to determine how those allocations must be used. K. Grubbs states that if a resident has an Opioid Issue, they would be getting treatment on the county level anyways. C. Frey agreed that there was limits on how those funds were to be used, and that he felt the Town had redistributed the funds in the past because they were not set up with the resources to properly use the funds. Town Clerk will do further research regarding acceptable uses of Opioid Funds.

Sally Rush, Housing Coordinator with Clear Creek County, got in touch with the Town Clerk, regarding Proposition 123. She would like to come to the 7/24 BOT meeting to discuss Proposition 123 for Affordable Housing. This is the Multijurisdictional Housing Issue the Mayor had brought up in a past meeting. K. Grubbs inquired if Clerk felt that if Proposition 123 were to pass, The Town of Silver Plume would be required to pay into the program. In the past meeting it was mentioned that Silver Plumes portion would be less than other local Towns, but what that figure was unclear. Also, the board had expressed concern that what qualified as low-cost housing may not actually be low cost, and so this would be an excellent opportunity to ask those types of clarifying questions. F. Young raises the fact there was zoning legislation passed in the fall and wants to ask Sally how that legislation is connected. Does not want to inadvertently be a part of taking away municipalities rights to provide low-cost housing independently.

CIRSA Audit July 17. Mayor will be in attendance. Insurance Audit to review compliance in many safety and liability issues from the year 2022. K. Grubbs remembered last year we needed to get fire extinguishers for many locations. C. Frey to follow up with the previous Public Works Director to confirm if they were purchased/installed.

The Town Clerk also wanted to update the Board of Extensive discussion with the Town Attorney regarding Building Permits and procedure. The Town Clerk was concerned about the possibly higher billing for this month, although this month's invoice is less than the previous few months, so this proved to be an unfounded concern. Working on checklists for Planning and Zoning board meetings to make the process for building Permits more uniform.

S. Walen asks if the Town Clerk was able to get onto the social clerk network from CML. Clerk updated that she elected to not receive automatic emails from CML. Was getting hundreds of emails that were not necessary to the day to day. Can look up and reference specific communications when needed. K. Grubbs inquired if we should open another email for this correspondence. The clerk does not feel this is necessary.

VII. New Business / Action Items

a. Safety Deposit Box Contents and Next Steps. (C. Frey)

C. Frey- Felica called today, need to decide if the box will be renewed. Options are, we can get a fire safe box and keep documents at Town Hall, or we can renew the

safety deposit box and put the documents back in. Documents pulled from Deposit Box include Deeds, Certificate of Deposits. S. Walen suggests renewing the box and keeping it there for now as a short-term solution. The clerk is requested to make a detailed list of inventories of the box and send it to Jo and see if it is recommended to keep SDB past another year. Need to decide what is valuable and what is historical. Renew a year and then decide past that point if can be stored locally in house. F Young states the contents are Deeds from County to Town, Street ROW from individuals to Town, Warranty Deed for lands/patent claims that someone sold/donated to Town, Mining claim deed from Bill Kaisel (spelling?) -all mining claims included in purple on map located in Town Hall-, Bonds for something. F. Young states these documents need to be protected. C. Frey moves to approve Safety Deposit Box for one year with ENB. K. Grubbs seconds. S. Walen still thinks an inventory list is still pertinent. All in favor. Motion Passes.

b. Utility (Water and Sewer) Metering and Billing Discussion (C. Nihiser)

- Review of Meter Issue List-

list of all the meters that have current issues as of June 30th. The first section of list are meters that the radio transmitter has gone out, meaning the system can pick up that there is a water meter in the location, but it cannot get a read of that water meter. Currently, these locations are just being billed the base amount for water usage and have been being charged the base rate for a while. These meters will need to be either upgraded or replaced per Ordinance 342. The radio could potentially be replaced and the meter works, or the whole meter could be replaced. The next section are meters that were installed backwards. The previous Clerk was doing the math for accurate utility charges; however, this type of correction leads to continued issues within the account. In some instances, this error leads to meters reading strangely and then the billing algorithm is thrown, causing accounts to bill in the hundreds of thousands of dollars. Prior to billing adjustments, eight accounts were trying to bill over $500,000.00. These meters will need to be installed correctly. The next section are locations that do not have meters installed in them at all. Next section are meters that the system cannot pick up on at all. The last section are locations with no meters at all. The Mountain Street location has gone through two water meters, one had sand damage, and another will not charge. Just being charged base rate. The water street location has not had a water meter in it since 2015. C. Frey states the house is condemned and shouldn't be hooked up. The clerk reports it is hooked up and being charged.

- Review of Ordinance 342
    - Section 4.12 states Property Owner is Responsible for Maintaining

Water service line and related plumbing, and water meter and associated telemetry in good working order. Property owner has 20 days upon notice to repair issue.

- Who orders meters-Town or Property Owner? If town, how does property owner get billed?

C. Frey states the Town orders meters, then invoices Residents separately. C. Frey states we should order some meters to have on hand. If we are ordering meters, the clerk inquires if we should order separate radios, or just the whole meter? Does that decision fall to the property owner? Informed Board of meter pricing, which varies depending on size of meter and if the meter is located inside or outside the home. Inside ¾" is $289.30 and 1" is $446.70. Outside ¾" is $336.00, and 1" is $493.30. Separate Radio Units are ¾" $132.60, and 1" $158.30. S. Walen goes back to discussion of if Town wants to pursue more expansive update of meters and bypass the reality of the fact the homeowner has the right to decide what to replace, radio vs. meter. If an encompassing update is provided, would be easier than piece mail. The clerk acknowledges that a lot of information is being provided, and other than how to handle the list of known meters with issues, she is simply arming the Board with information to make a better decision later. Clerk agrees that the ordinance is clear that although meters with issues need replacing by the property owner, it is the property owner's decision to replace either the radio or the whole meter, and it is the property owner's responsibility to address the meter if replacing the radio does not remedy the situation, in those cases.

- Who does the Installation? Private plumber? Who inspects this in the interim without a Public Works Director, the building inspectors?

Previous talk of having someone sponsoring the installation. In the interim of having someone to sponsor installation, is the property owner responsible for finding a private plumber? Yes, there has been discussion with working with local plumbers to have someone trusted as a go to plumber for meter upgrades and installations. C. Frey also mentioned that to move away from older meters with the radio transmitter, offering a discount of $150 that the Town will cover to encourage property owners to upgrade the whole meter and not just the lower cost radio portion. C. Frey also suggests sending a letter to the property owners with known issues and opening a dialogue with them to upgrade meters. Will determine how to handle this case by case. Building Inspectors will be used to approve and inspect new installations in the interim of the Public Works Director.

Beginning 8/1/2023, delinquent charges and assessments certified to the Treasurer of Clear Creek County will be collected in the same manner as property

taxes and returned to the Town. Ordinance 342/319 does not authorize certification from the Treasurer. See section 12.1 of Ordinance 342. May be ideal to amend if the Town wants to pursue collections. The board is interested in concept, would take the pressure off the Town. S. Walen would like to pursue this. Maybe Carol would be willing to come and talk to the Board and provide more information. K. Grubbs thinks this is extremely important, as it will show if the Property Owner tries to sell the property. Carol will hopefully be able to pay fee schedule and how the collection will be returned to Town. Also, it is important to include this in the discussion of STR administration.

- Do we want to order Meters to have on hand?

C. Frey states yes, we need to order 10- ¾" inside new meters, 5- ¾" outside meters, and one of each 1" meter, inside and outside. Push as hard as possible to remove the older radio transmitters meters, if offering the discount as incentive is amenable to the rest of the Board. Then send a letter to residents on the list of known meter issues. Will confirm with John Volk on water and sewer use at the Water Street Address, Property Owner Vicky Gallo. S. Walen thinks this is the beginning of a larger conversation of upgrading water meters town wide. Would be a good idea to find a grant to upgrade water lines and meters.

C. Frey makes motion to approve purchase as outlined moments ago. K. Grubbs seconded. All in Favor.

VIII. Updates:

a. Road and Bridge Committee

C. Frey-Georgetown will be up this week for road work. Mickey still on insurance and will run backhoe. Will give us a day every week for the next few months as previously discussed.

b. Budget Committee

S. Walen-The Clerk prompted the need to schedule a date for a more complete meeting in August. Will schedule once more Board Members are present. Will be working with Town Clerk to prepare for this.

c. Personnel Management Committee

S. Walen-Only one applicant for clerk position. As PMC, Sasha and Sarah will do interviews, and other Board Members are welcome to sit in. Deadline ends July 19th. Likely to have an interview soon after that.

d. Cemetery Committee

n/a due to attendance.

e. Mountain Park Committee

C. Frey-Two vendors are coming up this week to make bids on camera installation. F. young adds we need to get information from citizens to complete the Mountain Park Committee. PFSP has a list of interested members. Also, Town should put something on website stating we are seeking

community members, and to contact Town Clerk for more information.

757pm S. Walen, received permit application for use of Dinger Park by the Bread Bar. S. Walen confirms with the Board that the event is to be approved.

IX. Adjournment

758 C. Frey motions to adjourn meeting. F. Young seconds. All in favor.