MONDAY, February 26th, 2024, at 7:00 PM

I. Call To Order

Meeting called to order at 705pm by A. Regester.

II. Roll Call : A. Regester, L. Berenato, B. Monseu, K. Grubbs, M. Gitlin, R. McDonald C. Nihiser. Public Audience: CCC Trail Crew John Butcher; Georgetown Loop Sam McCloskey, Austin Wright

III. Motion to Approve Agenda

M. Gitlin motioned to approve the agenda; R. Mcdonald seconded, motion passed with all in favor.

IV. **Bills for Approval**

S. McCloskey inquiries into an invoice he gave C. Frey for work done to the caboose cupola by company in Cheyenne, but no payment has been received. The clerk confirmed the invoice had been approved and the check mailed. L Berenato motioned to approve the bills list, R. McDonald seconded the motion, motion passes with all in favor. Question raised regarding, I 70 coalition, BOT wants to know who represents the Town on this Board. Currently the Town's liaison is M. Gitlin, although he voiced his preference to pass that responsibility to someone else.

V. **Approval of Minutes**: 2/12/2024

R. McDonald motions to approve the minutes from February 12th, 2024. K. Grubbs seconds the motion, M. Gitlin recuses, vote passes with all others in favor.

VI. **Public Comment** – n/a

VII. **Administrative Items:**

a. Mayor Report

No report is needed today, although a few events are happening over the next few weeks such as the CML mayors and commissioner's meeting, and an opioid conference, so these things will be updated during the next meeting.

b. Town Clerk Update

- **Phone call/voicemail from US Dept of Homeland Security Cyber Security risk department.** What this department does is do routine scans on municipalities to identify vunerabilities, and during one of their scans they identified a vulnerability in our system. They also would like to come out to SP to discuss chatting with our IT department to talk about Cyber security and risk. The vulnerability identified is "Red Lion Controls and Vulnerabilities; which the Clerk is not sure what that means specifically, but DHS has sent over information on how to identify and address the

situation. Board members inquired into who performs IT services for the Town currently, which currently the Town does not have any IT support for staff. A. Regester reports that the Town's last IT person resigned in December, and the Town has been performing stop gap services in the interim. A. Regester states that the intention was to reach out to Georgetown to see who does their IT services, but unfortunately no Board Members did so, nor did that task get delegated to the Clerk. The last IT person was very expensive, and the Board was unsure if this was a budgetary cost that the Town really needed, and it obviously is a service we need. It is discussed that there may be a gentleman who lives in town who would be capable and possibly willing to perform IT services after hours to the Town. The folks at the Georgetown Loop also provided the contact information for the firm that provides their IT services. It would be ideal to have someone willing to do the more intricate IT services, for situations like this and in general.

- **Caselle update.** Preliminary work has begun, initial data files sent over to Caselle.
- **CML Annual Conference, Loveland CO, June 18-21.** This event is open to all Board Members and Clerk. Clerk expressed interest in attending this event, as well as an CMCA event later in the summer. Board requests final quote for cost associated with attending these events for a vote once that information is available, which the clerk is agreeable to.

c. Election Update. UOCAVA ballots have been sent. Next week the TABOR Notices will need to be mailed. First Board Meeting in March will need to appoint election judges. Election Day is April 2nd.

VIII. New Business / Action Items

a. Caboose Update (C. Frey)

Sam has taken over the caboose project and is committed to seeing it through. Austin Wright, restoration carpenter with railroad has offered to finish project as paid contractor. Sam has also asked Mike Corner to assist, former teacher at high school, and has carpenter experience and mechanical experience will consult on project to make sure it is put back together properly as no one currently working on it was there when it was taken apart. Sam has formed a committee to finish the project, rough estimate for labor is $25,000, not including materials. S. McCloskey to work personally as a volunteer, Mike and Austin to be paid contractors. Start when warm enough in the town shop to work comfortably. Will come up with a more solid estimate with labor, materials, and time once the committee has been approved to meet. Guestimate on time for caboose depends on how often work can be accomplished. Wyoming will mill siding but has not provided an estimate. Next board meeting will come with solid estimate. S. McCloskey also reports that the Railroad will not be working with the initial team that had been working on it, as part of their terms. The board agrees with this proposal. A coach is being Done for Idaho Springs, they have made commitment to build a cover for it, and part of the agreement would be to build a cover for this one too. Inside pieces are in storage at railroad, and stove is in the Board room at Town Hall.

b. Main Street Sidewalk Project Update (Main Street Sidewalk Committee)

L. Berenato reports he has been speaking with the town clerk, between CDOT and CDPHE

grant we have enough funds; however, the Towns match is $150,000 total for both grants. Concern about whether this project is worth this cost to the town? Two components, CDPHE grant is a water quality grant. $216,000 total, $181,000 from the state and our match would be $35,000. We need to find out if we are under pressure from the state to address the runoff into the creek. We have $535,000 in the bank. Are we really wanting to put up $150,000 of our reserves up for this project? L. Berenato suggests not replacing the sidewalks at all. M Gitlin states not addressing the issue of the sidewalk is a significant safety issue. The creek's bank has held up well but will need to be addressed. A. Regester thought the purpose was to address drainage and then adding sidewalk was an addendum. L Berenato states that this is the case, and if we need to address the drainage then we should, but possibly need to think about restructuring the project. M. Gitlin would support an alternative to the town and public safety. L. Berenato will reach out to GMS to see if there is any additional funding out there, and what legal pressure we are under to accomplish each portion of the project. Lee did not understand that there were matching grants, so he wants to reach out to GMS and clarify further if our match can be paid with grants.

c. Municode Proposal (C. Nihiser)

The clerk reports the town has received final quote from Civic Plus for Municode, which is an ADA accessible online platform that digitizes and codifies the Town's Ordinances. Two options for cost, first is to combine the already codified Land Use Code with the full code and publish it together. This is recommended due to cost, as the Town will only be paying one annual subscription instead of two. Another option is to publish separately and pay two different annual subscription/support fees. The quote the Clerk provided the Board covers all add on's, which the clerk reports do not really apply to the Town aside from the MuniDocs add on which would be used for Resolutions/Budgets/Audits. This add-on cost is based on size, so it is discussed that only the most recent year's budgets and documentation be stored here, so the lowest tier should be sufficient. The total cost of this project would be split into 4 payments spread out over the next 18-24 months (about 2 years). L. Berenato motions to approve the $9950. amended motion to approve the munidocs codification services as well. K. Grubbs seconds. All in favor

d. Water Meter Troubleshooting/Replacement Procedures (C. Nihiser)

There are several water meters in Town that do not communicate with the receiving devices for various reasons. There are a few different parts of the meter that could fail, and so they need to be troubleshot to determine if the whole meter or just portions of it need replaced. Clerk had brought this to the town's attention before, and the Board members at that time were hesitant to require residents to replace the meters, even though the Ordinance clearly states the responsibility of maintaining the water meter falls to the property owner. Currently there are water meters available to purchase at Town Hall, and residents would have to purchase the meter at cost from us and then hire a plumber or install it themselves. There was discussion to try and find a way to alleviate the burden of this cost to the residents, but nothing ever came from this discussion. John Volk, whose company we use to maintain and operate the water treatment plant has offered to go out to homes to troubleshoot and replace meters, if necessary, as this is a service they offer. The clerk is unsure if this has been budgeted for, however. The company we get our meters from, Core

and Main, has also offered to send someone out to teach the Clerk how to troubleshoot the meters. Ideally, the clerk should be there with whomever is installing/ working on the meters to ensure that the repaired/replaced meter communicates with the system to be able to be read, as gaining access to homes twice is inefficient. Water meters are only warrantied for 10 years, so the likelihood of this being an ongoing issue until all older meters are replaced is virtually a guarantee. The clerk inquires if the Board would like John to go out and troubleshoot/replace meters, if the Board wants the residents to be responsible for the cost, or if the Board wants the clerk to learn and go out to troubleshoot/replace meters. The board asks the clerk what happens regarding billing if the meter can't be read, and in that case the account is charged the base rate but is not being charged for usage. When factoring in how water and sewer are separately billed, and how sewer is billed from gallon one, to not charge for water usage is to operate these systems at a loss. It is mentioned that at one point there were a few towns folk that installed water meters for property owners at no cost to them. It is clarified that those folks are no longer interested in doing that type of work, and that the original installation was backwards in most of the meters they installed, so that work was not necessarily helpful. In addition, that work was covered by a grant the town received, so it was not “no cost”, just no cost to the property owners. John Volk’s hourly rate is unknown, but the clerk will confirm what that cost looks like. The clerk has a preliminary list of unreadable meters, which currently consists of the meters that have flagged the system as being invalid. It is clarified that those folks are no longer interested in doing that type of work, and that the original installation was backwards in most of the meters they installed, so that work was not necessarily helpful. There are various reasons and situations that apply to each meter, and they all need to be addressed in ways that make sense to that particular situation, a cookie cutter approach will not work, however it is consistent that all of the meters that currently are on the list are all the older versions that are wearing out. Some board members are interested in trying to carry the burden of the cost of labor to install/replace should be covered by the town. Others feel that responsibility should fall to the property owner, which by ordinance is the property owner's responsibility. A. Regester states the town does not have any way to enforce this. L. Berenato states that per ordinance, the enforcement is to shut the water off, which is not unusual practice. The clerk reports that almost half of the town’s meters do not read as they should. The clerk is tasked with getting a complete list of errored meters, and then look into the SLFRF monies to try and offer financial assistance. Need to get the resources together, and then form an approach from there.

e. Silver Plume Dog Licensing Procedures (C. Nihiser)

The clerk received an inquiry into renewing dog licenses. Currently, it is required for citizens to license their dogs inside Silver Plume limits. The cost of these licenses is $5 for spayed/neutered dogs and $15 for intact dogs. In the year 2023, 5 dog licenses were issued to residents. To provide new tags for 2024, which are needed as the tags in the clerk's possession have 2023 printed on them, the minimum quantity is 100, and the cost of that is $89. To continue with this practice of ordering tags and selling the same number of licenses as in years past, this program is operating at a loss. The clerks recommendation would be to

increase the cost of licenses to at least $11.25 each, which would allow the clerk to order tags with the Towns information on it individually for those citizens that do their due diligence by licensing their dogs. This way no profit would be made, but at least the town would not be operating at a loss. M. Gitlin expresses strong feelings that there needs to be a cost incentive to having folks spay/neuter their dogs, so to increase to a flat fee would be ill advised. The clerk clarifies that the final dollar value is up to the Board, so if they feel there should be a cost incentive that is up to them. Strictly from a financial standpoint, to charge any less than $11.25/license does not make sense. Enforcement is then brought up, with concern over why the Town would put in time and energy to into a program that they cannot enforce. Silver Plume and unincorporated Clear Creek County are the only portions of the county that require licensing. Although there are many reasons for licensing, there are over 5 dogs in town, so this is not an ordinance the town enforces. Historically, if there is a need for animal control that is handled by the Sheriff's department on the county level, and if a Silver Plume dog was to be picked up by animal control that property owner would have to pay the county a significant fee, not silver Plume. It is recommended that the Clerk reach out to the sheriff's department to inquire into how they can support the town with enforcement before we discuss the cost of tags.

f. Proposed Trade with Lloyd Culp; Trade of "Lot 6" (Parcel Located behind Dingers Park) for One Waived Water and Sewer Tap Fee. (C. Frey)

A. Regester stated she is personally conflicted and feels the Town has been stringent in the past with trading land for water and sewer tap fees. Fees are $5,000 for water and $5,000 for sewer. In the past we have denied trading for water and sewer tap fees, and if that is the case we should follow the precedent. Currently there needs to be a lot associated with the tap/tap fee so it can't be transferred. Stormy has not disclosed what property he intends on having this tap on. If the town does not trade the property for the tap fee, it will be gifted to another resident. A. Regester would be willing to offer $10,000 to purchase the land but would not be willing to trade the tap fee. The Board feels more information is needed. Need to know the plan for the tap before we move forward. Need to double check into the ordinance for water and sewer taps, provide lot maps, and know the plan for the tap's intention.

g. Road and Bridge Summer Priorities/Schedule R&B Committee Meeting (M. Gitlin)

M. Gitlin would like the board to put together a list of summer projects to be prioritized, with the exception of general road maintenance, which everyone knows is a priority, and schedule an R&B meeting to discuss. Ideas currently include the need to find a local expert to look at the pavilion for maintenance and mold. Possible signage on Water Street for traffic. Water street is controlled by CDOT, B. Monsue would like to communicate with CDOT in this regard. Beth Luther hosts the slacker race and is helpful in facilitating assistance with traffic and trash along water street. Clerk to schedule R&B meeting.

IX. Updates:

a. Road and Bridge Committee

Covered in earlier updates

b. Budget Committee

n/a

c. Personnel Management Committee

Town clerk has requested three dates to amend hours for doctor's appointments. Also, the rec center pass has been approved for the clerk's family, and an office chair is also going to be offered as a perk. B. Monsue would like to investigate some sort of health benefit savings account or some different account to have for the clerk to stipend from for health care

d. Cemetery Committee

Vandalism in cemetery, need to install cameras, investigate the gate and fins some way to minimize the vandalism

e. Mountain Park Committee

Signed letter of intent for the Reindeer Claim and turned it into C. Neely. Need to have a party in the park for Frank Young in the park next to the town hall, frame some letters of remembrance.

X. Adjournment

M. Gitlin moves to adjourn. L. Berenato seconds. All in favor