

RECORD OF PROCEEDINGS
June 15, 2010
Page 1 of 4

REGULAR BOARD MEETING:

Mayor Keairns called the meeting to order at 7:00 p.m.

Pledge of Allegiance.

Trustees present for roll call were Trustees Webb, Erwin, Fowler, Klinke, Blanken, and Davis.

MINUTES:

Trustee Fowler moved to approve the minutes of the meeting held on June 1, 2010, as corrected. Trustee Erwin seconded the motion. The vote was unanimous. Motion carried.

TREASURER'S REPORT:

The Board acknowledged receipt of the treasurer's report and financial statement.

OLD BUSINESS:

TRUSTEE ERWIN – HONORING DORIS TRACY:

Trustee Erwin reported that Joan Hanley was forming a committee to work on fund raising for the bronze of Ms. Tracy. The placement discussed was in the library/museum area.

TRUSTEE DAVIS - BROADBAND ANTENNA:

Trustee Davis noted that the original 10 days to work on the contract was inadequate and 30 days would be more appropriate. Attorney Larry Berkowitz noted that the contract needed some work and a simple construction contract would be forthcoming to allow construction to begin.

REPORT ON TOM TAYLOR SEWER PROBLEM:

Rick Dunn was not available to report regarding his research on whether a permit had been issued on the property, but he had reported to Nancy that the State had no record of a permit for the property. Nancy was asked to ask Rick Dunn to provide a written report regarding his research. It was noted that a sewer tap may have been paid for and some research on that could be looked into.

AIRPORT FUEL TANKS:

It was noted that the Town had received a letter of no further action from the state in regard to the removal of the fuel tanks.

NEW BUSINESS:

TRUSTEE ERWIN – SKATE PARK CLEAN UP:

Trustee Erwin noted that she had talked to a number of kids that were working on cleaning up the skate park area. They had received donations of paint to paint the graffiti riddled areas, were working on weed eating and trash clean up. New signs were being donated. Trustee Erwin said she told the kids they needed to step up and keep the area in good condition or she would as the Town Board to close the skate park. Trustee Erwin will be setting up a work day with the kids to continue work on the project and noted that the kids were performing very well and wanted to continue to encourage them to maintain the skate park.

HPC: The Board had received the minutes from the committee. There was brief discussion regarding work on Ordinances.

TREE BOARD: At the request of Chairwoman Barb Kowalik Trustee Blanken moved to appoint Jerry Orrell to the Park and Tree Board. Trustee Davis seconded the motion. The vote was unanimous. Motion carried.

FRANCISCO FORT MUSEUM (FFM): The FFM Board, via Board member Jesse Yarbrough, to employ Rena Kaplowitz and Nancy Christofferson as gift shop managers.

RECORD OF PROCEEDINGS

June 15, 2010

Page 2 of 4

Gift shop manager would work up to 20 hours each week and the Board was asked to make the pay retroactive to May 29th. Trustee Klinke moved to hire Rena Kaplowitz and Nancy Christofferson with pay to be retroactive to May 29, 2010. Trustee Fowler seconded the motion. The vote was unanimous. Motion carried.

Trustee Webb moved to provide a petty cash fund in the amount of \$400.00 for the gift shop. Trustee Klinke seconded the motion. After further discussion, the Board voted unanimously to approve the petty cash fund. The motion carried.

Trustee Blanken noted that she and Jesse Yarbrough would be working on policies and procedures for the Museum.

The Board, by consensus, approved purchasing a credit card slide machine and setting up a new system.

The alarm system was discussed and costs were to be researched for the feature that would notify the marshal that the alarm had been activated and where it was occurring within the museum.

CORRESPONDENCE:

Mayor Keairns noted that a thank you had been received from the beautification committee.

COMMITTEES:

Museum:

- There was no report.

Streets and Alleys:

- After review of problems encountered in the bid process the Board agreed to send back the bids, without opening them, and to re-bid the project with the following dates: June 17 and 24, 2010 ads to be run; bid packets to be picked up no later than June 25, 2010, mandatory pre-construction walk through on June 29, 2010 at 10:00 a.m.; bids to be received no later than July 2, 2010 at 5:00 p.m. and opening and award on July 6, 2010.
- It was noted that there was a hole at in the area of the gym that needed to be filled.

Police, Code Enforcement and Building:

- Trustee Davis reported that the building authority board had never received a confirmation from the Town regarding the appointment of Tracy Webb and himself to the board. The Town will confirm the appointments.

Water and Sewer:

- Trustee Erwin noted that Shannon was using a new program to study for his water certification.
- Trustee Erwin reported her conversation with Mr. McKay regarding clean up on his property due to a water line break.
- Trustee Klinke noted that he had received an email from Shannon inviting any Board members to a rules and regulations class held by the Colorado Rural Water Association in Pueblo and July 1, 2010 from 8:00 a.m. to 4:15 p.m. If anyone was interested they needed to let Shannon know so that he could notify the CRWA as to how many people would be attending. The program is free.
- Mayor Keairns provided information he received regarding electronic meter reading devices and turned the information over to the committee to research the potential and costs of electronic meter reading being installed.
- Mayor Keairns reported on the status of the Mexican Ditch case.
- A water and sewer committee and personnel meeting was scheduled for Monday, July 12, 2010 at 8 a.m. at Town Hall.
- A prior personnel committee workshop was re-scheduled for Tuesday, June 29, 2010 at 5:00 p.m. at the community center, if possible. All employees are to attend, including part time and new employees.

Personnel:

- Trustee Blanken moved to approve raises for full time employees as budgeted at the rate of 3 percent effective July 1, 2010. Trustee Klinke seconded the motion. The vote was unanimous. Motion carried.

RECORD OF PROCEEDINGS

June 15, 2010

Page 3 of 4

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- Trustee Erwin moved to approve the leave request by Chris Knowles from July 6 to July 9, 2010. Trustee Fowler seconded the motion. The vote was unanimous. Motion carried.

Finance:

- Trustee Erwin spoke to the Board about other ways to pay the bills rather than the way it is currently being handled.

The Board had received a report on several water cases that have been filed and Water Attorney Hank Worley asked if the Board wanted him to continue to review resumes for Water Division #2. The Board was in consensus to have Mr. Worley continue with the reviews.

The Board was also in consensus to have Chris Manera to review the cases mentioned in the report as noted by Mr. Worley.

Town Clerk Nancy Culbreath reported that the railroad had not made their lease payment nor were they providing staff as required in the lease. The Town had also not received any information on the legal description for the zoning of the unzoned properties that the Town was working on. A letter regarding the lease would be forwarded to the railroad.

BILLS:

| GENERAL FUND | | |
|--------------|--------------------------------|---------------------|
| 30572 | Pueblo Brake & Clutch | \$ 10.70 |
| 30573 | Brady's Evergreen Nursery | \$ 2,405.00 |
| 30574 | Huerfano County 4-H | \$ 15.00 |
| 30575 | City Auto Parts | \$ 58.92 |
| 30576 | Cliff Brice | \$ 103.44 |
| 30577 | ConocoPhillips Fleet | \$ 502.28 |
| 30578 | WCI of Pueblo | \$ 71.55 |
| 30579 | void | \$ - |
| 30580 | Ferguson Enterprises, Inc. | \$ 78.60 |
| 30581 | George French | \$ 6,000.00 |
| 30582 | Great American Leasing | \$ 58.13 |
| 30583 | Grimshaw & Harring | \$ 4,421.73 |
| 30584 | Lila Manzanares | \$ 390.00 |
| 30585 | Sporleder Feeds | \$ 59.94 |
| 30586 | The Signature | \$ 8.50 |
| 30587 | CEBT | \$ 1,996.28 |
| 30588 | Verizon Wireless | \$ 113.55 |
| 30589 | Xerox Capital | \$ 142.84 |
| 30590 | Community Bank | \$ 1,523.50 |
| 30591 | Jerry Bumgarner | \$ 835.49 |
| 30592 | Nancy Culbreath | \$ 916.94 |
| 30593 | Nancy Culbreath | \$ 37.62 |
| 30594 | Richard Dunn | \$ 33.25 |
| 30595 | FPPA | \$ 656.06 |
| 30596 | Jytte Hale-Helps | \$ 116.29 |
| 30597 | Tom Knowles | \$ 258.58 |
| 30598 | Tom Knowles | \$ 384.87 |
| 30599 | Tom Lessar | \$ 66.50 |
| 30600 | Family Support Registry | \$ 207.00 |
| 30601 | Jason Vaughan | \$ 747.56 |
| 30602 | Jason Vaughan | \$ 41.04 |
| 30603 | Harold Willburn | \$ 1,192.92 |
| | TOTAL DISBURSEMENTS | \$ 23,454.08 |
| WATER FUND | | |
| 7320 | Colorado River Engineering | \$ 1,655.00 |
| 7321 | Dana Kepner | \$ 162.25 |
| 7322 | Insurance Associates | \$ 936.00 |
| 7323 | Hans Buljung | \$ 312.95 |
| 7324 | Interstate Chemical | \$ 2,552.75 |
| 7325 | MacDougall, Woldridge & Worley | \$ 1,776.00 |
| 7326 | Pueblo C/C Health | \$ 20.00 |
| 7327 | UNCC | \$ 33.81 |
| 7328 | CEBT | \$ 1,222.53 |

RECORD OF PROCEEDINGS
June 15, 2010
Page 4 of 4

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| 7329 | Gage Vecellio | \$ 160.00 |
| 7330 | Community Bank | \$ 1,437.57 |
| 7331 | Rob Saint-Peter | \$ 1,032.41 |
| 7332 | Shannon Shrout | \$ 935.87 |
| 7333 | CJ Smith | \$ 738.06 |
| | TOTAL DISBURSEMENTS | \$ 12,975.20 |
| SEWER FUND | | |
| 2608 | Chad Lessr Excavation | \$ 1,675.00 |
| 2609 | Stewart Environmental | \$ 326.00 |
| 2610 | CEBT | \$ 1,134.83 |
| 2611 | Community Bank | \$ 644.06 |
| 2612 | Chris Knowles | \$ 941.05 |
| | TOTAL DISBURSEMENTS | \$ 4,720.94 |
| MUSEUM FUND | | |
| 101 | VOID | \$ - |
| 102 | Katharine Emsden-Petty Cash | \$ 400.00 |
| 103 | Kay Beth Avery | \$ 167.00 |
| 104 | Colo. Dept of Revenue | \$ 66.00 |
| 105 | Community Bank | \$ 331.52 |
| 106 | Nancy Christofferson | \$ 179.09 |
| 107 | Rena Kaplowtiz | \$ 134.31 |
| 108 | Katharine Emsden | \$ 488.10 |

Trustee Davis moved to pay the bills. Trustee Klinke seconded the motion. The vote was unanimous. Motion carried.

ADJOURNMENT:

There being no further business to come before the Board, Mayor Keairns adjourned the meeting at 9:37 p.m.

Donald G. Keairns, Mayor

Nancy Culbreath, town clerk