



TOWN OF WIGGINS
MINUTES
REGULAR BOARD MEETING
07/25/2018 AT 7:00 P.M.
304 CENTRAL AVENUE
WIGGINS, CO 80654

MINUTES FROM THE MEETING HELD ON JULY 25, 2018

I. INTRODUCTIONS

1. Call the Meeting to Order at
2. Pledge of Allegiance
3. Roll Call

Mayor Mac Leon - absent

Chris Sandoval ✓

Charles Ruyle ✓

Jell Palmer ✓

Brian Becker ✓

Bruce Miller ✓

Pat Musgrave ✓

Staff members present:

Paul Larino, Town Administrator ✓

Jennifer Ferguson ✓

II. STAFF REPORTS

1. Town Administrators Report

Paul informed the board he attended a CDOT regional meeting today. They discussed an initiative that is coming up, there will be a ballot measure coming up. It dedicates 40% of the money to local City, County. It comes out to \$2 mil for the County and \$35,000 for the town of Wiggins if the ballot measure is passed.

The well test on the Glassey Farm is scheduled for tomorrow, all the preliminary reports look good. Paul will keep the board informed. The contract that we had on the Glassey Farms was cancelled. After the inspection, since it is an older house, the buyers did not want to put all the work into it that will be needed. Paul already has another contract on the house.

Paul reported electric has been connected to the sewer lift station on Johnson Street. Everything is up and running and functional.

Paul also informed the Board the he will start working on having one meeting a month to be a workshop and the other meeting will be for all the resolutions and ordinance and other business.

2. Town Clerk / Treasurer Report

No report, Paul informed the board Pat is on vacation and the other office staff are doing a great job.

3. Police Department Report

Jennifer handed out a spreadsheet showing the current statistics for the Police Department. She also reported on the Town has a total of 5 sex offenders, none of the have child restrictions, she handed out a report showing all the information. Jennifer also reported their new radios came in and about a week after that the new rifles came in. She is working on getting a rifle class set up, hopefully by September or October. Discussion on getting a quarterly report showing all on-call hours.

4. Public Works Report

Paul reported staff are working on the clean up after the 4th of July celebration. They are also working on weeds and putting up signs that had been ordered. Staff has spent time working on cleaning up around the old well area to make room for the new development going up on that property. Paul and staff have also been really busy with building inspections.

Paul talked about the concrete on 4th and High. Stan will be meeting with a concrete supplier to get a schedule. The City of Fort Morgan uses Ricco.

Discussion on weeds, there are a lot of vine weeds that are really bad. Also discussion on a stop sign that is no longer there.

III. MAYOR, TRUSTEES, AND BOARD REPORTS

1. Trustees Reports

No Report

2. Mayors Reports

No Report

3. Committee Reports

Paul let the board know we will start working on Christmas soon. We are only 3 ½ months away from the celebration. He would really like to have all the trustees available that day to help with cookies, soup and other things to serve the community. We may have two horse teams this next year. Paul will also reach out businesses to build replicas of their business. They will donate the material and staff will build them.

IV. PUBLIC DISCUSSION

Charles Ruyle opened the Public Discussion portion of the meeting. Kendra Thomas, owner of Salon Central, would like to bring in a coffee truck but understands there is not an ordinance in the town for that. She came forward to find out what kind of licenses and permits will be needed for this. She already has been in contact with the state for health licenses and sales tax. Discussion on where she will be setting up at, she does not have a specific place designated as of yet.

Paul addressed the board with the information. He has had three calls regarding food trucks recently. He has contacted our attorney regarding this issues. The last ordinance was in 2009 and allows the board to issue a two week temporary permit to do a side-walk sale or something along that line which is not applicable to the food trucks. The board will have to write another ordinance that will address generators, traffic, trash and other items. Other towns do allow them on public streets but they must be in a commercial district. It is something we can do and set up, it is just going to take some discussion and thought. Kendra was looking to start sometime around the first of September.

V. APPROVAL OF CONSENT AGENDA

1. Approval of Minutes from the board meeting held on July 11, 2018
2. Approval of bills in the amount of \$39,779.38

Discussion on the bill from Quad County Plumbing and why it is on the approval sheet three times. Paul explained this was for the air conditioner that went out and we share those expenses across the departments within town hall.

Motion to approve the Consent Agenda by Chris Sandoval, seconded by Brian Becker. Roll Call; unanimously approves, motion carried.

VI. DISCUSSION ITEMS (May be Voted On)

1. Updates on Water and Sewer Planning and Projects

Paul wanted to revisit this issues. We submitted a request for about \$8 mil in improvements. As of last night, USDA has offered the town a loan in the amount of \$6 mil, it is a 40 year fixed at 3.125% plus the town will receive a grant in the amount of \$1,907,000. The town will have to contribute cash in the amount of \$159,000. Paul went over the packet from USDA.

Motion to authorize the Town Manager to move forward with the USDA paperwork to secure the loan by Brian Becker. Discussion on the letter of intent and request for obligations. Roll Call; unanimously approved, motion carried.

Paul wanted to thank Julie Scruby with the USDA for all her help through this process.

Paul also wanted to update the board on the sewer project, this one is an \$18 mil project. Paul submitted the full application to USDA. It is in the process, it will probably be another 5 weeks before we have a decision. Discussion on location of the sewer plant.

2. Discussion on Equipment Purchases / Lease.

Paul wanted to update the charts on the equipment the board wanted him to take a look at. Discussion on Option #1, can that be split into two phases to split the cost? Questions on contracting out the BID process, what are we figuring it will cost? Discussion on Option #1, not having staff do the work. Discussion on time frame of the project. Paul explained we are looking at late this Fall or early Spring. Discussion on financing, this financing has been secured by the Glassey Farms with the CWCB loan and the sale of the house. Paul will bring forward information on the loader and other equipment at the next meeting.

3. Discussion on Hotel Feasibility Study.

Paul informed the board that he, Kari Linker (our Economic Development Director) and another resident here in town; have been in contact with a name brand hotel chain that is interested in building here in Wiggins. They are accustomed to the area they are interested in provides the Feasibility Study. If the study shows there is interest, they will build here. The location is the Roberts 81, the Roberts are willing to pay for half of the study which is \$4,000 and ask the town to pick up the other \$4,000. Paul asked the board for a motion to approve or disapprove him to move forward. Discussion on possibilities and the process of the study.

Motion to authorize Paul Larino, Town Manager, to spend \$4,000 for a Feasibility Study by Jeff Palmer, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

4. 3rd St. Drainage

Paul informed the board he has asked for an extension of the grant for the 3rd Street Drainage from DOLA. He has talked with our engineers about the design. The additional cost to have the water drained the right way will add about \$35,000 to the project for the extra piping. We would have to take on that on that cost. DOLA thinks there might be some funding left over this year that they could share the cost with us but it is not a guarantee. Further discussion on other water projects with Morgan County Quality Water.

VII. RESOLUTIONS AND ORDINANCES (WILL BE VOTED ON)

1. RESOLUTION 28-2018: A Resolution approving sewer jetting contract with High Country Pipe & Utility.

Paul reminded the board of the BIDS that were received for this project. It is a maximum of \$30,000 over four years and was won by High Country Pipe & Utility.

Motion to approve Resolution 28-2018: a resolution approving sewer jetting contract with High Country Pipe & Utility by Brian Becker, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

2. RESOLUTION 29-2018: a resolution authorizing the Town Manager to purchase budgeted items for the Wiggins Public Works.

Paul informed the board we had approved to purchase two public service vehicles.

Motion to approve Resolution 29-2018: a resolution authorizing the Town Manager to purchase budgeted items for the Wiggins Public Works by Chris Sandoval, seconded by Jeff Palmer. Roll Call; unanimously approved, motion carried.

3. RESOLUTION 30-2018: A resolution authorizing the Town Manager to sign and submit a grant application for waste water/sewer system improvements in the amount of \$1,000,000.00 to the State of Colorado Department of Local Affairs – Mineral Impact Grant.

Motion to approve Resolution 30-2018: a resolution authorizing the Town Manager to sign and submit a grant application for waste water/sewer system improvements in the amount of \$1,000,000.00 to the State of Colorado Department of Local Affairs – Mineral

Impact Grant by Brian Becker, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

4. **RESOLUTION 31-2018:** A resolution authorizing the Town Manager to sign and submit a grant application for water system improvements in the amount of \$200,000.00 to the State of Colorado Department of Local Affairs – Mineral Impact Grant.

Paul asked that the Board skip this resolution at this time.

5. **ORDINANCE 07-2018:** An emergency ordinance authorizing the conveyance of property owned by the Town of Wiggins in exchange for the conveyance to the Town of property owned by Kiowa Park, LLC

Motion to approve Ordinance 07-2018: An emergency ordinance authorizing the conveyance of property owned by the Town of Wiggins in exchange for the conveyance to the Town of property owned by Kiowa Park, LLC by Brian Becker, seconded by Jeff Palmer. Roll Call; unanimously approved, motion carried.

VIII. ADJOURNMENT:

Closing Remarks by Mayor Pro-Tem Charles Ruyle and Adjournment of the Meeting at 9:07pm.

Respectfully submitted by:


Patricia Lentell, Town Clerk



Approved by:


Mayor Margarito Leon, Jr., Mayor