

**Town of Nunn Board of Trustees
Regular Board Meeting
Thursday, July 21st 2022**

**REGULAR MEETING
5:30 pm.**

WHICH IS OPEN TO THE PUBLIC AT THE NUNN COMMUNITY CENTER
BOARD MEETING ROOM

CALL TO ORDER

The Regular meeting of the Board of Trustees of the Town of Nunn for July 21, 2022 was called to order and presided over by Mayor Moon at 5:30 pm.

ROLL CALL

Mayor Moon
Trustee Cable
Trustee Amen
Trustee Smith
Trustee Kelly

PLEDGE OF ALLEGIANCE

ABSENT

Trustee Frederiksen

APPROVAL OF AGENDA

Amend Agenda to include the following votes:

1. Finance
2. Planning

Motion by: Trustee Cable and seconded by Trustee Smith to approve the amended agenda of July 21, 2022. All in favor, Motion carried.

Interview Trustee Applicants:

Questions:

- #1. What prompted your interest in being a part of the Board of Trustees?
- #2. Are you available for the 2 regularly scheduled meetings, as well as additional special or committee meetings?
- #3. What do you see as the primary concerns for the town and how would you address them?
- #4. Where do you see the town in 10 years? What are your feelings about growth?

Jim Kaus-1403 2nd Street

- member of community for year and a half, married, 2 sons
- IT admin for Lincoln Electric

Interview Questions:

Answer #1: Spoke with Jacob Villa, sounds like a good community to be a part of and help shape if I can.

Answer #2: Yes

Answer #3: Roads, good maintenance, possible bridge over 100,

Happy with Town so far, eager to learn how else I can help

Answer #4: Definitely see growth, how do we address issues that come with that.

Pave some of the roads/continued maintenance. Lots to learn

Trustee Cable:

Q- Familiar with Grants?

A- No, willing to learn

*Followed by additional questions/answers

Cheryl Stilo-563 Grant Ave

-member of community for two and half years, moved from Eaton

-BA and MBA

-president of HOA for 10 years

-Business Manager for charter school in Windsor

-First Aid, CPR certified

-raises chickens, donates eggs to Share House

-Married, 2 grown children

Interview Questions:

Answer #1: part of community in which I reside, previous experience as president of HOA, background fits the needs

Answer #2: new job, now able to attend all meetings etc.

Answer #3: updating infrastructure, new job involves working with grants, would like to implement that here for the Town. Specific infrastructure ideas; Family Dollar interested in opening store, would require sewer accessibility, is this possible?

Bring in more businesses to broaden tax base.

Answer #4: Wants to see the Town grow and further establish itself, cannot stay the same

*Followed by additional questions/answers

Presentation of 2021 Audit:

By Chad Chavies of Tim Chavies and Associates

-clean audit, as was previous year

*Please see audit report for specific information

Interview Trustee Applicants-Continued:

Lori McSwain-1457 4th Street

-member of community for 5 years

-worked in accounting for 30 years

-Nunn Auxiliary for two and half years

Interview Questions:

Answer #1: I like Nunn, opportunity to give back to the community

Answer #2: Yes

Answer #3: Water, but not sure how to address that issue

Answer #4: Town needs to grow, believes a school is needed, even if just a charter school, witnessed a lot of growth in last 5 years, believes it will only continue

*Followed by additional questions/answers

READING OF MINUTES OF PREVIOUS MEETINGS

Motion by: Trustee Cable and seconded by Trustee Smith to forgo the public reading of the minutes for *Regular Meeting 5/19/2022, Marijuana Licensing, Work Session of 6/4/2022 Public Hearing/Regular Meeting 6/16/2022*. All in favor, Motion carried.

APPROVAL OF MINUTES OF PREVIOUS MEETING/WORK SESSION

Regular Meeting 5/19/2022, Marijuana Licensing, Work Session of 6/4/2022 Public Hearing/Regular Meeting 6/16/2022

Motion by Trustee Cable and seconded by Trustee Smith to approve the minutes of *Regular Meeting 5/19/2022, Marijuana Licensing, Work Session of 6/4/2022 Public Hearing/Regular Meeting 6/16/2022*. All in favor, Motion carried.

APPROVAL TO PAY BILLS/TREASURER'S REPORT

1. Amounts that were verified:

- Unpaid Bills \$59,660.08
- Payroll \$33,560.84

Motion by Trustee Cable and seconded by Trustee Amen to approve and pay the unpaid bills and payroll as of 07/21/2022 \$59,660.08, \$33,560.84

Roll Call Vote:

Mayor Moon-Yes, Trustee Cable -Yes, Trustee Amen-Yes, Trustee Smith-Yes, Trustee Kelly-Yes. All in favor, Motion Carried.

APPROVAL OF FINANCIAL STATEMENT

Motion by Trustee Cable and seconded by Trustee Kelly to accept the Financial Statement as of 07/21/2022.

Roll Call Vote:

Mayor Moon-Yes, Trustee Cable -Yes, Trustee Amen-Yes, Trustee Smith-Yes, Trustee Kelly-Yes. Trustee Frederiksen-Yes. All in favor, Motion Carried.

TOWN CLERK REPORT

Cathy Payne-Town Clerk

1. One applicant from zip-recruiter seemed to be a good fit for our Deputy Clerk position. Kendra Minch started the position on July 5th, and she is doing very well with training
2. Municode and Matt have completed edits for the codification process. The project is moving on to the next stage. The editorial team now has the Code and is working on producing Proofs (a more cleaned up version of the code). The Proofs will still have strikethrough and underline so you all will be able to track what changes we are making, but will be renumbered and have gone through extensive editing so the Code as a whole will be very clean. Once Proofs are ready, we will be able to review draft!
3. Megan is attending Grant Writing Class this week (Thursday & Friday).
4. Candice will be in for Water Billing Training assistance on July 29th.
5. Gymnasium is rented for 50th Anniversary from 12-5 on Saturday July 30th.
6. Mayor Moon and I will be meeting with Upstate Colorado in August
7. Reminders:
 - July 2022: Notify that we will have ballot issue for November
 - August 2022: Complete IGA with Weld County for ballot initiative
 - September 9th: Deadline for the actual ballot
 - Must be completed in English/Spanish
 - Costs for election ballot initiative would be approx. \$500.00 providing prices do not change
8. Received checklist for State Department of Revenue which will need draft ordinance for any tax increase that will be placed on ballot in November. I just received email this morning, more details as I gather.

Motion by: Trustee Cable and seconded by Trustee Smith to accept the Town Clerk report as of 07/21/2022. All in favor, Motion carried.

POLICE REPORT

Police Chief Joel Smith

*Addition to report: now electronically filing accident reports; uploaded, approved by Joel and sent onto State. Carfax also receives notification, in future public can select link on Town PD website to access accident report, and Carfax after paying fee.

Staffing:

2 Full time Officers, one candidate starting the process and is challenging POST on 7/19/2022

Officer Balltrip has been promoted to Patrol Sergeant as of July 1st. Pinning ceremony was supposed to take place during original work sessions, but since it was cancelled, we need to re schedule.

Events:

Partnering with community members for National Night Out (NNO). This will be August 2nd at the Park from 3-8 pm. This is to promote police-community partnerships and neighborhood camaraderie to make our community safer and a more caring place to live. Stephanie Kelly has been instrumental in getting this off the ground for the inaugural year.

Grants:

We will be entering our last phase of Click it or ticket campaign from CDOT, ends on August 5th. We were awarded \$1,500.00 for overtime pay for Officers to work extra shifts doing nothing but traffic enforcement.

We were given \$4,000.00 for High Visibility Enforcement (HVE) campaign from CDOT to do saturation and extra DUI patrols within and around the county in partnerships with surrounding agencies. This will be done in 16 different phases through June 2023.

We received two grants from Colorado POST Board. We received a Capital Improvement Grant for a total of \$10,266.00 This will finish the clean-up and painting of the training/interview room in the PD as well as furnish it. We will love to show it off when it is done.

We have received a grant through Colorado Dept. of Public Health and Environment to provide Narcan for the PD to carry on their person while on duty and to have on hand at the PD for opioid overdose/exposure. Fentanyl is a very real danger and is present in this area. This will protect our officers and help on any overdose that happens in the community.

Training:

Officer Alvarez is continuing her On the Job Training (OJT) and is doing well. She has done several shifts with Garden City PD and Ault PD and is gaining experience that she would not get here.

Sgt. Balltrip as well as the Public Works crew recently attended the Traffic Safety Conference put on by CDOT. Sgt. Balltrip continues to receive funding procured by POST for reimbursement on trainings for the PD.

We continue to work with POST for training compliance as the rules have changed with required hours on specific topics, and we have a good communication with them on the changes and early warning protocols to make sure we are meeting those changes.

Weld Regional Opioid Abatement Council:

I was appointed by the Weld County Chief's Association to be a sitting member of the Weld County Regional Opioid Abatement Council representing all of the North Weld County Law Enforcement Agencies. During the first meeting at the Weld County Health Dept. on July 12th, the Colo. AG Office advised that the amount that the municipalities get is very small and has to be used for very specific items. If the municipalities opted out of receiving this money it would go to the Regional Councils for a larger pot of money that could be used for larger projects.

Cathy received an email saying the Town was allocated \$774.91 for year one, and a total over 18 years of \$6,890.71. There was a list of approved usage of this money. The only thing that we could use the money for here locally was to provide PD with Narcan, which is already provided by the State through grant funding and the Co-responder program, but this would be a drop in the bucket for what is needed. I advised Cathy that I strongly suggested that the Town Opt-Out of receiving the funds since they had to be so carefully accounted for and that we could use the larger allocation through the council to pay for the Co-responder program.

As always, I welcome constructive discussions with all. If you have any questions, concerns, comments, please bring them to be via email, phone, or in person. Thank You for your time!

Motion by: Trustee Cable and seconded by Trustee Amen to accept the Police Department Report as of 07/21/2022. All in favor, Motion carried.

COURT CLERK REPORT

Megan Johnson

July 12th, 2022
Court 2:00 p.m.

Arraignments:

- 12 on docket
- 5 paid
- 4 OJW/default (collections)
- 1 payment plan
- 1 set for trial 8/9/2022

Deferred Sentences:

- 1 on docket

Continuances:

- 2 on docket-both OJW/default (collections)

Paid Citations:	\$3,605.00
Nunn Officer VIN Inspections:	\$ 25.00
Grant:	\$1,120.00
June 2022 Deposits	\$ 4,750.00

Motion by Trustee Cable and seconded by Kelly to accept Court Clerk report as submitted. All in favor, Motion carried.

MAINTENANCE REPORT

Presented by Heather

*remove/patch speed bumps next week

*Enviro Tech will be here on August 2nd, minor road closures

Mayor Moon requested list of closures in order to post

Upcoming Projects:

- Cut down trees at Park, Cemetery, and trees in road right of ways
- Dust Suppressant for roads, blade roads first
- Build shed at Cemetery
- Chip seal pricing
- PD Landscaping
- Park water work, weed/feed
- Build smoking shed
- Fire Hydrant maintenance/testing
- Truck bed put on Ford
- Blade roads
- Mow in Town
- Work on mowers
- Water tap install
- And much more

Motion by Trustee Cable and seconded by Smith to accept Maintenance report as submitted. All in favor, Motion carried.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

NEW BUSINESS

None

OLD BUSINESS

None

FINANCE/BUDGET/PERSONNEL/GRANTS

Vote for notification to State and County for the ballot initiative to overturn moratorium for Marijuana Dispensary within the Town of Nunn and a sales tax of 4.2% on products.

Motion by Trustee Cable and seconded by Trustee Kelly to approve notification to the State and County for ballot initiative to overturn moratorium for Marijuana Dispensary and establish sales tax of 4.2 % on products.

Roll Call Vote:

Mayor Moon-Yes, Trustee Cable -Yes, Trustee Amen-Yes, Trustee Smith-Yes, Trustee Kelly-Yes. All in favor, Motion Carried

CODE ENFORCEMENT/FIRE/POLICE

-Emergency Update; opening up ER shelters, will have 5 key holders. Will not wait for Tornado but open shelters in advance if a prominent storm is present.

-Establish pre-plans in advance for larger companies

WATER/STREETS/MAINTENANCE/SEWER

- Notify Public of Road Closures, some lasting longer than others
- Slow down and stay off streets as much as possible while work is being conducted
- Lincoln, 4th, Railroad, and around the Park
- On 4th Street, concrete speed bumps need to be removed to allow for continuous maintenance
- New option, rubber form speed bumps, removable and re installable as needed
Quote \$2,784.93 (includes all materials needed for installation)

Motion by Trustee Cable and seconded by Trustee Kelly to approve purchase, 2 sets of rubber form speed bumps \$2,800.00. All in favor, Motion carried.

Roll Call Vote:

Mayor Moon-Yes, Trustee Cable -Yes, Trustee Amen-Yes, Trustee Smith-Yes, Trustee Kelly-Yes, Motion Carried.

PLANNING AND DEVELOPMENT

Varra Gravel Mining-Tony Evans

*Provided Board with answers to additional questions from previous meeting

New questions:

- Mayor Moon, benefit to Town as a result of approving the Gravel pit?
Tony,
 1. tax revenue, majority will **not** be whole sale
 2. retention pond in future will pick up majority if not all of the water coming in from the West and flowing through town
- Trustee Amen, road damage as a result of heavy trucks?
Tony, paved roads designed for that type of wear; road standards adopted by CDOT in 1985
- Discussion, who is in charge of maintaining road 100 and 29.
- 50' section of wheel wash is required per Tony
- Trustee Cable, dust is a major concern
- Mayor Moon, sweep intersection of 29 and hwy. 100 as needed, what is as needed?
Tony, daily if that is what it will take to keep road clear
- Tony still has approx. 60 days for final go ahead at the State level, claims State won't approve unless the Town approves, Weld County approves.
- Trustee Cable, we won't be voting today, Town needs to consult with its Attorney as to what stipulations would be. Mayor Moon stated to Tony that she doesn't believe the votes are present for this to move forward, reviewing stipulations with our Attorney is a must.
- Mayor Moon to Tony, gather your stipulations, we will forward to our Attorney, will continue discussion at Work Session on August 6th, with a possible vote, but not guaranteed.

PARKS & RECREATION/ CEMETERY GROUNDS

National Night Out- 8/2/22 from 3-8 pm

- sponsors arranged for dunk tank, bounce house, yard games, food
- will be listed in newsletter that will be distributed a few days early

First committee meeting, working on GoCo grants

TECHNOLOGY/LIBRARY/HEALTH & WELFARE

-new printer for Town office

PUBLIC COMMENTS

Special Meeting to vote on new board member?

No, will hold an electronic vote on Monday 7/25/22 after Trustee Frederiksen has reviewed information/recording.

Will swear in new board member during our next Work Session on 8/6/2022.

Motion by Trustee Cable and seconded by Trustee Kelly to adjourn the Regular Board Meeting of July 21, 2022 at 7:19 p.m. All in favor, Motion Carried.

Mayor Jennifer Moon

Deputy Clerk Kendra Minch