

Town of Nunn
Marijuana Licensing Authority
Regular Meeting
Thursday January 23rd, 2025
6:00 pm

Marijuana Licensing Authority

CALL TO ORDER

The Marijuana Licensing Authority for the Town of Nunn for January 23rd, 2025 was called to order and presided over by Mayor Cable at 6:00 pm.

ROLL CALL

Trustee Smith	Trustee Kelly- absent	
Trustee Kaus	Trustee Asher	
Trustee McSwain	Trustee Buxton	Mayor Cable

1. Review local licensing renewal application for Dolce-Vita, cultivation facility #403R-01371
Motion by Trustee Smith and seconded by Trustee Asher to renew local license for Dolce-Vita #403R-01371. All in favor, motion carried.
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee Buxton- Yes, Trustee McSwain-Yes, Mayor Cable-Yes

Motion by Trustee Smith and seconded by Trustee Asher to adjourn the Marijuana Licensing Authority at 6:01 pm. All in favor, motion carried.

Regular Meeting

CALL TO ORDER

The regular meeting of the Board of Trustees for the Town of Nunn for January 23rd, 2025 was called to order and presided over by Mayor Cable at 6:01 pm.

ROLL CALL

Trustee Smith	Trustee Kelly- absent	
Trustee Kaus	Trustee Asher	
Trustee McSwain	Trustee Buxton	Mayor Cable

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Trustee Smith and seconded by Trustee Buxton to approve the agenda as read for January 23rd, 2025. All in favor, motion carried.

READING OF MINUTES OF PREVIOUS MEETINGS/WORK SESSION

Motion by Trustee Smith and seconded by Trustee Buxton to forgo the public reading of the minutes for Work Session/Regular Meeting 12/12/2024, Work Session 1/9/2025.
All in favor, motion carried.

APPROVAL OF MINUTES OF PREVIOUS MEETING/WORK SESSION

Work Session/Regular Meeting 12/12/2024, Work Session 1/9/2025

Motion by Trustee Smith and seconded by Trustee Asher to approve the minutes for Work Session/Regular Meeting 12/12/2024, Work Session 1/9/2025. All in favor, motion carried.

APPROVAL TO PAY BILLS

Amounts that were verified:

- Unpaid Bills \$37,131.99
- Payroll \$40,674.85

Motion by Trustee Smith and seconded by Trustee Buxton to approve and pay the unpaid bills and payroll as of January 23rd, 2025 for \$37,131.99 and \$40,674.85

Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes

APPROVAL FOR STATEMENT OF FINANCIAL POSITION

Motion by Trustee Smith and seconded by Trustee Asher to accept the Statement of Financial Position as of January 23rd, 2025.

Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain-Yes, Trustee Buxton-Yes, Mayor Cable-Yes

TOWN CLERK REPORT

Cathy Payne-Town Clerk

- Town of Nunn 2025 Budget submitted to State (pdf in packet)
- Information requested by IRS for 2022, submitted January 17th, 2025
- Attended grant meetings for Safer streets, FEMA/Bric, CDBG
- Need to complete quarterly filings and end of year employee reporting
- 2025 share house report in packet
 - served 2,130 families in 2024, distributed 54,556 pounds of food
- Need to approve additional checking account for grant management

Kendra Minch-Deputy Clerk

- No more mobile library, no one visiting over past year
- Sequoyah up and running as soon as Monday
- Mayor wants a Thank you card for share house

POLICE REPORT

Rick Florence-Police Chief

- Working on grants, policy and procedure manual
- Officer Stein is almost done with his FTO requirements
- Might take possession of a 2020 Tahoe, was budgeted for
- Leadership training January 27th-29th in Florissant, paid for by a grant
- Megan attended a records management class on January 22nd
- Rifles we ordered should be in any day
- 2024 calls for service 1,584; medical 38, co responders 4; total of 857 calls for Northern Towns

COURT CLERK REPORT

Court date December 10th, 2024

Arraignments: 3 on docket, 1 FTA, 2 paid, 2 deferred sentences dismissed

Paid citations:	\$320.00
VIN Inspections:	\$100.00
SXO Registration	\$75.00
December deposits	\$495.00

MAINTENANCE REPORT

***Report provided to the Board**

Heather was present

- Preparing for cold weather
- Shed for cemetery is complete, still needs to be moved
- Road maintenance when it warms up

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

-no members of the public in attendance

NEW BUSINESS

1. Vote on Resolution 2025-01 Court fee schedule
Motion by Trustee Smith and seconded by Trustee Buxton to approve Resolution 2025-01
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes.

2. Vote on Resolution 2025-02 Legal holiday schedule
Mayor Cable suggests the board amend the schedule to include Wednesday November 26th, 2025 and Wednesday December 24th, 2025 as paid days off.
Motion by Trustee Smith and seconded by Trustee Buxton to amend Resolution 2025-02 to include Wednesday November 26th, 2025 and Wednesday December 24th, 2025 as paid days off.
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes.
Motion by Trustee Smith and seconded by Trustee Kaus to approve Resolution 2025-02 as amended.
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes.

3. Vote on Resolution 2025-03 Regular fee schedule
-Amendments to water fees are possible later in the year, awaiting recommendations from engineer, future discussion and water meeting will take place.
Motion by Trustee Smith and seconded by Trustee Buxton to approve Resolution 2025-03.
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes.

4. Discussion of community garden proposal
-8 raised beds, some of them would be ADA compliant
-Estimated cost \$2,980.00; includes 10% possible price increase
-Location would be northeast corner of the park, easily accessible
-Will ask for local donations for initial setup and grants available for future expansion
-Ask stores for donations of soil, plants, etc.
-Available to Share house, home school kids in town
-Sponsor a garden bed, and volunteers to help maintain, so public works doesn't have to
-Trustee Buxton will head the Committee
-Setup an account under general fund

OLD BUSINESS

PUBLIC COMMENTS

-no members of the public in attendance

PLANNING AND DEVELOPMENT

FINANCE/BUDGET/PERSONNEL

1. Vote on additional checking account at Farmers Bank for grant management
Motion by Trustee Smith and seconded by Trustee Buxton to approve checking account for grant management.
Roll Call Vote: Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes.

PUBLIC SAFETY (Police, Code Enforcement, Emergency Management)

PUBLIC WORKS (Facilities, Parks, Cemetery, Water, Technology)

1. Vote on quote from Colegate Heating for duct work at Town Hall
 - Colegate has not evaluated heat exchange yet, current system is only about 5 years old
 - If current system has been short cycling and running at maximum for 5 years, damage possible
 - At a minimum we need additional ducting and a single zone
 - Motion by** Trustee Smith and seconded by Trustee Kaus to approve up to \$10,500.00 for duct and zoning work by Colegate Heating.
 - Roll Call Vote:** Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes

2. Vote on quote to re key front and side door at Town Hall
 - We did not receive a quote from Greely Lock and Key
 - Motion by** Trustee Smith and seconded by Trustee Kaus to approve up to \$1,500.00 to rekey doors.
 - Roll Call Vote:** Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes

3. Vote on quote for American Leak detection
 - \$1,500.00 a day, they expect it will take 2 days
 - Motion by** Trustee Smith and seconded by Trustee Buxton to approve spending up to \$3,000.00 on leak detection for the town.
 - Roll Call Vote:** Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes

4. Vote for online fee for Nexbillpay
 - Currently we do not charge anyone that calls or comes into office and pays with a card
 - New online fees are \$2.75 for payments between \$0-250.00, 2.75% over \$250.00, e check is a \$2.00 fee
 - Fee through current online system (Paya) is 3%
 - If Town covers the online fee, possibly absorb that cost by increasing water rates
 - Cathy believes we should continue to charge customers online fee due to already strained water enterprise
 - Kendra, goal is to have more people utilizing the new online platform even with charging a fee, functionality, paperless billing, auto pay option
 - If we meet our minimum number of online payments with Nexbillpay, Town will not pay a monthly fee
 - People are used to being charged a fee when paying bills online
 - Trustee Smith suggests we charge for credit card payments online, but cover the fee for those paying by check. Kendra will check to see if the Nexbillpay can separate those fees. Also, ask if we can update the services agreement with Nexbillpay in the future.
 - Town was charging a fee in the past when people paid for their citation using a credit card in the office
 - Will have to amend the fee schedule again to include the fee for citations
 - Motion by** Trustee Smith and seconded by Trustee Asher to pass the online fees onto the consumer for Nexbillpay, as long as it is disclosed very clearly to the consumer.
 - Roll Call Vote:** Trustee Smith-Yes, Trustee Kaus-Yes, Trustee Asher-Yes, Trustee McSwain- Yes, Trustee Buxton-Yes, Mayor Cable-Yes

PUBLIC OUTREACH/EVENTS (Events, Senior Center, Veterans)

-Trustee Buxton having trouble finding a contractor to help with the memorial, also a difficult time of year to plan

GRANTS

- Bi weekly meetings with FEMA for master drainage plan, Thursdays 11-12
- Turned in contract for comprehensive plan, Safer Streets grant, governor's office wants to highlight Nunn
- CDBG, suggests we cut down, Weld County suggested we still submit for all we can, overall great grant application, presentation on March 5th to county commissioners, project must be complete in 6 months, after awarded and RFP
- Waiting for decision on water injector grant, and MDT grant
- Submitted Tree Coalition grant, decision in February
- Submitted request for reimbursement on over time (\$1,900.00) from hiring grant
- Chief Florence did receive door lock quotes for the PD

- RCE grant was denied
- BRIC grant opens once a year, would we consider separating the siren from the shelter, submit the siren portion this year, don't have enough time to prepare information for the shelter, contact Hans at Xcel to help with information for power to the siren
- Another option, apply for grant for a new PD, add onto Police garage and put emergency shelters in the basement

ITEMS TABLED UNTIL NEXT WORK SESSION

- Convenience fee for paying citations by credit card in office

PUBLIC COMMENTS

- no members of the public in attendance

Motion by Trustee Smith and seconded by Trustee Asher to adjourn the Regular Board meeting of January 23rd, 2025 at 7:10 pm. All in favor, motion carried.

Mayor Jordan Cable

Deputy Clerk Kendra Minch