

**Town of Nunn**  
***Regular Meeting***  
Thursday April 17th, 2025  
6:00 pm

**Regular Meeting**

**CALL TO ORDER**

The regular meeting of the Board of Trustees for the Town of Nunn for April 17th, 2025 was called to order and presided over by Pro tem Cable at 6:09 pm.

**ROLL CALL**

Trustee Smith  
Trustee Asher  
Mayor Cable-absent

Trustee Kelly-absent  
Trustee McSwain-absent

Pro tem Kaus  
Trustee Buxton

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**Motion by** Trustee Smith to approve the agenda as read, no second.

**NEW BUSINESS**

**READING OF MINUTES OF PREVIOUS MEETINGS/WORK SESSION**

**Motion by** Trustees Buxton/Smith and seconded by Trustee Asher to forgo the public reading of the minutes for Liquor Licensing/Work Session 3/6/2025, Marijuana Licensing/Regular Meeting 3/20/2025  
All in favor, motion carried.

**APPROVAL OF MINUTES OF PREVIOUS MEETING/WORK SESSION**

*Liquor Licensing/Work Session 3/6/2025, Marijuana Licensing/Regular Meeting 3/20/2025*

**Motion by** Trustee Smith and seconded by Trustee Asher to approve the minutes listed above.  
All in favor, motion carried.

**APPROVAL TO PAY BILLS**

Amounts that were verified:

- Unpaid Bills \$48,954.59
- Payroll \$45,427.04

**Motion by** Trustee Smith and seconded by Trustee Asher to approve the payment of \$48,954.59 for a bill total and a payroll total of \$45,427.04.

**Roll Call Vote:** Trustee Smith-Yes, Trustee Asher- Yes, Trustee Buxton-Yes, Pro tem-Kaus

**APPROVAL FOR STATEMENT OF FINANCIAL POSITION**

**Motion by** Trustee Smith and seconded by Trustees Asher/Buxton to accept the Statement of Financial Position as of April 17<sup>th</sup> 2025.

**Roll Call Vote:** Trustee Smith-Yes, Trustee Asher-Yes, Trustee Buxton- Yes, Pro tem- Kaus

**TOWN CLERK REPORT**

Cathy Payne-Town Clerk

-Trustee Asher and I met with Chris Lemay, Regional Manager with DOLA to discuss potential funding opportunities for water tower match and projects  
-Water Services Agreement was reviewed at the Special Meeting on Wednesday April 09th. Matt sent North Weld Website information that you should have received in your email boxes. He is continuing to work on the agreement, we will schedule another water meeting when he has additional information

- Lead and Copper service line inventory has been completed and submitted to the State, including the potholing reporting that was completed last week
- Parcel on the east side of Highway 85 and County Road 98 has had interested parties contacting Town for potential uses as the property is listing for sale

#### Kendra Minch-Deputy Clerk

- Dumpsters ordered for May 3<sup>rd</sup> clean-up day
- Town Hall office will close at noon on Fridays from June 6<sup>th</sup>-August 29<sup>th</sup>
- March water loss 985,200; 1,827,000 gallons purchased – 805,100 sold -36, 700 flushing
- Northern Water has increased the C-BT quota to 70%; 217,000 acre-feet
- Nexbillpay; 42 users, 25 auto pay, 16 paperless; online payments 59% check and 41% card
- All Copy quote:
  - current contract up in about 2 months
  - new contract would be 60 months, \$195.00/month
  - \$110.00 more a month than current contract, but we spend \$120.00/ month on ink for our 4 printers
  - new machine will be much more efficient, will be on network and we can all scan/print
  - 1,000 b/w, 550 color; additional usage charge is .01 per page for b/w and .07 per page for color
  - will revisit in 2-3 months and adjust if necessary

#### POLICE REPORT

##### Rick Florence-Chief

- We are set to begin the Blue Envelope Project, an initiative aimed at improving communication and safety during traffic stops involving individuals with autism or other communication challenges. Additional information about the project will be shared in the upcoming newsletter and posted on the town website.
- Officer Walker recently attended a Glock Armorer's Course, further enhancing our department's in-house firearm maintenance capabilities.
- Trustee Asher and I met with Congresswoman Lauren Boebert's staff this week. We had a productive discussion and are excited about the opportunity to collaborate on future initiatives. As a result of this ongoing engagement, we will be submitting a federal funding application for the water tower project.
- We are pleased to report that the department will be reimbursed \$3,246.69 for overtime expenses under the POST grant program.
- I met with the Chief of Police Engle of Elizabeth, Colorado. The purpose of this meeting is to receive a donation of uniform items being generously provided to support our Police Department. These items will be used to enhance departmental readiness and ensure officers are properly equipped.
- Re allocated funds that were set for sending another office to the academy
- Beginning to re start the reserve program
- Medical – 3 AOA – 4 Calls for service - 115

#### COURT CLERK REPORT

Court date April 8<sup>th</sup>, 2025

**Arraignments:** 3 on the docket, 2 paid, 1 FTA

Paid citations:	\$2,601.00
VIN Inspections:	\$150.00
SXO Registration:	\$50.00
<b>March 2025 deposits</b>	<b>\$2,801.00</b>

#### MAINTENANCE REPORT

##### **\*Report provided to the Board**

- Community garden is moving along, meeting this past Tuesday, will begin assembling the garden beds next week
  - Nunn residents only, 3 beds left as of today
  - turning over to individuals on May 1<sup>st</sup>
- Seasonal worker has started
- Shed has been moved to the cemetery

## **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

\*No members of the public in attendance

## **PLANNING AND DEVELOPMENT**

1. Vote on Clayton Home permit processing for 303 Nunn Meadows, flood plain certification complete

**Motion by** Trustee Smith and seconded by Trustee Buxton to approve permit processing for 303 Nunn Meadows. All in favor, motion carried.

## **FINANCE/BUDGET/PERSONNEL**

1. Vote on lease for Town office photo copier

**Motion by** Trustee Smith and seconded by Trustee Buxton to approve \$195.00/ month for 5 years, new contract with All Copy.

**Roll Call Vote:** Trustee Smith-Yes, Trustee Asher- Yes, Trustee Buxton-Yes, Pro tem-Kaus

2. Vote on merit increases, effective May 1<sup>st</sup>, 2025

Town Clerk suggests 4% maximum, after review the specific percentage will be determined per individual

**Motion by** Trustee Smith and seconded by Trustee Asher to approve up to 4% merit increase effective May 1, 2025.

**Roll Call Vote:** Trustee Smith-Yes, Trustee Asher- Yes, Trustee Buxton-Yes, Pro tem-Kaus

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

1. The second meeting for Nunn Days earlier tonight, scheduled next meeting, need more volunteers, despite feedback for wanting a dance we will proceed with family movie night. Police coverage is limited. Liability insurance for lawn mower race was non existent last year, even though we were assured it was covered. If Town cannot provide coverage, it is best if event does not take place.

## **GRANTS**

1. Vote on Water Tower grant application to Congress Woman Lauren Boebert's office

**Motion by** Trustee Smith and seconded by Trustee Asher to approve water tower grant application.

**Roll Call Vote:** Trustee Smith-Yes, Trustee Asher- Yes, Trustee Buxton-Yes, Pro tem-Kaus

## **ITEMS TABLED UNTIL NEXT WORK SESSION**

## **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 April 17th, 2025 at 6:49 pm.

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Mayor Jordan Cable

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Deputy Clerk Kendra Minch