

**Town of Cheyenne Wells
Regular Meeting
Council Chambers
September 18, 2023
6 pm**

CALL TO ORDER

Mayor Uhland called the meeting to order and led the group in the Pledge of Allegiance to the US Flag. Councilwoman Jones let the group in prayer.

Council Present: Carleton Pelton, Zach Anderson, Karen Gregg, Sherry Jones, Mark Galli & Rex Hyle.

Absent: None.

Staff Present: Town Clerk Administrator Debbie Knudsen, Town Superintendent Aaron Crum, and Deputy Clerk Karen Miller.

Visitors: Phillip & Lucas Helm, Chason Turner, CPA Amanda Brown, and Sheriff Mike Buchanan.

APPROVED AGENDA

The council approved the agenda upon motion from Councilman Galli and seconded by Councilman Anderson. All voting for, motion carried.

AUDIT REPORT CPA AMANDA BROWN

CPA Amanda Brown reported on the 2022 Audit. Discussion followed. The council approved the 2022 Audit upon motion from Councilman Hyle and seconded by Councilwoman Jones. All voting for, motion carried.

VISITORS

Lucas Helm came before the council to discuss his Eagle Scout project of interest at Medicine Arrow Park. He is looking at putting up 420' of chain link fence around the playground equipment to ensure safety for the children. He anticipates the cost at \$6-\$7,000 and will be having fund raisers through the winter. Discussion followed. The council moved to table this project upon motion from Councilman Anderson and seconded by Councilman Hyle. All voting for, motion carried. Zach Anderson, Lucas & Phillip Helm, and Rex Hyle will meet with CW Improvement member Ellette Eiring to discuss this idea in more detail prior to next month's meeting.

Chason Turner came before the council to discuss his Eagle Scout project of interest in installing 6 outdoor wireless speakers outside of the K of C Hall for the Community Growth Association in the amount of \$15,380. CGA has applied for the Giving Back Grant from Eastern Colorado Bank in the amount of \$10,000 with the remaining money being raised by Mr. Turner from fundraisers on his behalf. They will need to speak with KC Electric about mounting the speakers on their poles. The council approved Mr. Turner to look into this project in more detail on grant proceeds, type of fundraisers, and approval from KC Electric to install on their poles and come back with a report upon motion from Councilman Galli and seconded by Councilman Hyle. All voting for, motion carried.

SHERIFF'S MONTHLY REPORT

The council reviewed the June, July, and August reports submitted this month by Sheriff Buchanan. Sheriff Buchanan stated that he and the Commissioners signed the police agreement with no changes on their behalf this year. The council will review the agreement later on in the meeting. Discussion followed concerning loud music in the late hours of the night in residential neighborhoods.

APPROVED MINUTES

The council reviewed and approved the minutes for August 8, 2023, upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

APPROVED BILLS FOR ALL FUNDS

The Council reviewed and approved the bills for all funds and the KC Electric August franchise upon motion from Councilman Hyle and seconded by Councilman Anderson. All voting for, motion carried.

APPROVED BUILDING PERMIT

Steven Verville Replace Roof

The Council reviewed and approved the building permit for Steven Verille upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

WATER LEAK REQUEST

Ron & Diane Smith submitted a request to reduce their water bill last month due to a significant leak, which caused their water bill to be \$795.51. The council approved a reduction of 50% of his water bill for last month upon motion from Councilman Pelton and seconded by Councilman Hyle. All voting for, motion carried.

EASTERN COLORADO BANK DISASTER RECOVERY REQUEST

The council approved the town hall location to be used as an office for the Eastern Colorado Bank in the event of any disaster that may occur with their building upon motion from Councilman Pelton and seconded by Councilman Hyle. All voting for, motion carried.

2024 BUDGET**Approve Budget Officer**

The council approved Debbie Knudsen as the 2024 Budget Officer upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

Preliminary 2023 Certificate of Evaluation

The council reviewed the 2023 certificate of evaluation from the Cheyenne County Assessor Lacey Welsh. Last year's taxable assessed valuation was \$6,380,986 with this year's gross valuation at \$7,219,219.

Cirsa Workman's Comp and Property Casualty Quote

The council reviewed and approved the 2024 Cirsa Workman's Comp insurance in the amount of \$8,091.06 and the 2024 Cirsa Property & Casualty insurance in the \$32,209.29 upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

CTSI Health, Vision, Dental & Life Insurance

The council reviewed and approved the 2024 renewal rates on the same plan upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

Town/County Police Agreement

The council reviewed and approved the 2024 police agreement with Cheyenne County in the amount of \$58,500 upon motion from Councilman Pelton and seconded by Councilman Anderson. All voting for, motion carried.

A-One Chip and Crack Seal Quote

The council reviewed and approved the 2024 A-One crack and chip seal project in the amount of \$261,125 upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried. The pans in discussion that will need to be replaced will be done by bids from local contractors.

ECCOG Contributions

The council reviewed and approved the 2024 ECCOG contributions in the amount of \$1276 which is based upon the 2022 population estimate of 729 upon motion from Councilman Hyle and seconded by Councilman Anderson. All voting for, motion carried.

2023 Audit Engagement Letter

The council reviewed and approved the 2023 audit engagement letter from Amanda Brown in the amount of \$8,035 plus travel and any other out of pocket costs upon motion from Councilman Hyle and seconded by Councilman Anderson. All voting for, motion carried.

WATER, STREET & PARK DISCUSSIONS-COMMITTEE MEMBERS**Water Sample**

Town Superintendent Crum stated that the water samples this month came back fine.

FYI Mud Run Donation

Deputy Miller had a written report of a donation of \$56.40 of water for the Mud Run last month.

Update on Commercial Bulk Water Bills for August & Security System

Discussion followed on a broken lock on one of the Snyder metering systems this past month. A loss of 3800 gallons was reported. It was Consensus of Council to get a bid for security cameras for the well and two shop

Pans & Parking Lot Repairs

Town Clerk Administrator Knudsen is getting some preliminary bids locally to repair the curb area in the parking lot and other pans that severely need to be addressed. More info available at meeting time. Please drop her an email if anyone thinks other areas need attention.

Drainage at MAP and School

Town Clerk Administrator Knudsen took RESPEC engineers to check out the track, school drainage, and MAP drainage. She will be attending the school board meeting on September 26 to report the findings and preliminary costs to the school to repair and maintain these areas. The MAP drainage maintenance is estimated at \$36,000 however the Public Works department will be able to do the upgrade with their equipment and time. We will need to order a few tons of small rock and weed barrier which is approximately \$8,000.

Scheimer/Kerr Well Update

Duerst Machine Works will do the flow test tomorrow.

LED Main Street Lighting, Town Christmas Tree and CGA Sound System

CGA applied for the ECB Giving Back Grant for the Sound System and the Town Clerk Administrator Knudsen applied for a \$10,000 ECB Giving Back Grant for the LED Main Street Lighting on behalf of the Town.

Mayor Uhland discussed getting a Town Christmas Tree to put up at the ECB park. Found some around \$2500-\$3000. Discussion followed on store front decorating contest and other contests. More discussion will be held next month.

CO DIVISION OF HOUSING MEETING-OCTOBER 4TH AT CW AUDITORIUM

Reminder that we are hosting this meeting on October 4, 2023 9-12 pm. We will have people from the State Division of Housing to discuss Housing funding availability for rural Colorado.

COUNCIL REPORTS**Housing Authority-Councilman Hyle**

The Housing Authority hired Jayci Hollenbaugh to the Executive Director position. Since the Town began assisting the authority until a person could be hired the Housing is in a lot better shape financially. A huge thank you to Town Clerk Administrator Knudsen for all her help during this transition. Austin's Tree removal has been removing dead trees since the start of September and stump grinding. The Housing is almost full, two units have been remodeled, one moved due to non-payment and one moved to the nursing home.

Library ECCOG Update-Councilwoman Jones

Councilwoman Jones was unable to attend the last library meeting.

ECCOG meeting will be held by zoom. She discussed the senior citizen meals and the costs of them.

MAYOR, COUNCIL AND STAFF COMMENT**Updated Directory**

Deputy Miller is working on updating the business director from 2020.

Town Clerk Administrator Vacation at Thanksgiving and Christmas

Town Clerk Administrator Knudsen will be on vacation November 20-22 and December 27-29.

Councilman Anderson inquired if we have had any more issues at MAP. Discussion followed.

UPCOMING INFO**Regular meeting October 11th**

The council will have a budget workshop at 5:15 with the regular meeting to start on Wednesday, October 11 at 6 pm.

Clerk's Conf Oct 16-20

Town Clerk Administrator Knudsen will be attending the Clerk's conference in Snowmass October 16-20 to keep up with her certifications. She has been informed that she can use her Certified Municipal Clerk's (CMC) and Master Municipal Clerk (MMC) in her title as they have allowed her to be grandfathered in from 2011 designation. She will have to continue on with her classes to stay certified in both.

ADJOURN

Mayor Uhland declared the meeting adjourned at 7:22 pm upon motion from Councilman Hyle and seconded by Councilman Galli. All voting for, motion carried.

Deborah G. Knudsen

Deborah G Knudsen Town Clerk Administrator

Kara Uhland

Kara Uhland

Mayor
