

Town of Nunn
Regular Board Meeting
Thursday, May 19th, 2022
6:00 p.m.

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 May 19th, 2022 was called to order and presided over by Mayor Moon at 6:00 p.m.

ROLL CALL

Mayor Moon
Trustee Cable
Trustee Frederiksen
Trustee Amen
Trustee Smith
Trustee Villa

ABSENT

None

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Trustee Cable and seconded by Trustee Villa and Trustee Frederiksen to approve the agenda of May 19th, 2022. All in favor, Motion carried.

TRAINING FOR ELECTED OFFICIALS

Chris Lamay, Department of Local Affairs (DOLA) 6:00-7:10 pm

- 5 municipalities in State of Colorado
- Statutory town less than 2,000
- Consists of a Mayor and board of Trustee's, make decisions as a group
- Powers consist of; Administrative, Police (enforce the laws), Safety/Health/Welfare of Community, Adopt a Budget, pay bills, collect taxes, Land Use authority, Building licensing, water/waste water systems, etc.
- Code of conduct, represent everyone in your community, don't abuse your position on the board
- Review board meeting packet and agenda prior to meeting, prepare any questions
- Keep information discussed in the meeting confident

- Appoint Treasurer, Court/Town Clerk, Judge, Attorney
Can appoint any other official necessary
They will carry out the daily functions of the Town
- Role of Board vs. Staff, Board is accountable to Citizens,
Staff is accountable to the Board
- Board establishes a Policy, Staff implements the Policy
- Follow Colorado Code of Ethics
- Meet regularly, post location of meeting yearly, advance notice of meeting
- Meeting Protocol, efficient, appropriate, on task; keep executive sessions to minimum
- Chris offers additional training, including more specific topics
- Trustee Questions:
 - Emergency meeting for Natural Disaster, Yes but make general plans in advance
 - Electronic Communication, remember open to public record, include all Board members
 - Upcoming Grants, Yes; Mayor, we plan to take part in more Grants

OATH OF OFFICE FOR TRUSTEE: STEPHANIE KELLY

ROLL CALL:

Trustee Kelly

Mayor Moon to Nominate Trustee Cable as Pro Tem motion to approve.

Motion by Trustee Villa and seconded by Trustee Smith to nominate Trustee Cable as Pro Tem.

Roll Call Vote:

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

Motion to approve Committee's at submitted All in Favor, none opposed, Motion carried.

Committee Heads:

Finance, Budget, Grants- Trustee Frederiksen

Parks & Recreation, Library- Trustee Kelly

Public Works- Trustee Villa

Emergency Planning- Trustee Cable

Technology, Business Development- Trustee Smith

Senior Outreach & Facilities- Trustee Amen

READING OF MINUTES OF PREVIOUS MEETINGS

Mayor Moon requested that the minutes include more details.

Town Clerk/Cathy Payne, minutes should include Main topics, minutes are not a transcript.

Trustee Frederiksen expressed importance of minutes including enough information for people to know what was discussed, new items, and recommendations, especially during the Work Session.

Trustee asked if having the meetings dictated would be helpful.

Town Clerk/Cathy Payne reiterated that the purpose of the minutes is not to become a transcript, capturing main ideas and votes.

Motion by Trustee Cable and seconded by Trustee Villa to forgo the public reading of the minutes for April 21st, 2022. All in favor, Motion carried.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS – WORK SESSION/
MARIJUANA AUTHORITY MEETING OF 04/02/2022, REGULAR MEETING OF
04/21/2022**

Motion by Trustee Frederiksen and seconded by Trustee Kelly to approve the minutes of Work Session/Marijuana Authority meeting of 4/02/2022, Regular Meeting of 04/21/2022. All in favor, Motion carried.

APPROVAL TO PAY BILLS/TREASURER’S REPORT

-Trustee Frederiksen questioned a bill for police vest for Erin, any item over \$300. 00 Department requires prior approval, this vest was approved previously as a part of the uniform package for each officer.

-Trustee Frederiksen verified prior approval of T- Mobile cell phone service, questioned why we didn’t switch all to T-Mobile. Look into switching all phones to Verizon, without purchasing new phones.

-Discussed pumping of the septic system, 2 large events do require septic to be emptied, possibly change to only emptying front tank, not back tank. Mayor Moon requested further discussion at Work Session, assessing sur charge for large events.

1. Amounts that were verified:

- Unpaid Bills \$29,797.79
- Payroll \$30,127.87

Motion by Trustee Cable and seconded by Trustee Smith to approve and pay the unpaid bills and payroll as of 05/19/2022 for \$29,797.79; \$30,127.87.

Roll Call Vote:

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

APPROVAL OF FINANCIAL STATEMENT

Motion by Trustee Cable and seconded by Trustee Villa to accept the Financial Statement as of 05/19/22.

Roll Call Vote:

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

TOWN CLERK REPORT

Cathy Payne-Town Clerk

1. The Town of Nunn Farmers Bank Account has provided reimbursement for the fraudulent check. All settling accounts appear to have been changed over, so that revenues should post properly for the Town of Nunn.
2. End of Month billing for April reflected the discrepancy with North Weld Water readings. Kyle has scheduled the leak detections agency but towards the end of June.
3. Letters for Notice of Hearing for Marijuana Dispensary were mailed out this week.
Considerations: mailings each month will increase postage a bit.
4. Chief Smith has provided the documentation for the request for reimbursement of Certified Vin Inspections. Twelve Hundred dollars will be sent to Attorney Alan Kroll's office Friday May 20th. Increase bills to pay \$1200.00 for approval.
5. Chad Chavies has started the 2021 Audit and his plan is to present to the Town Board at the July Regular meeting.
6. Additional records are being requested by the Weld County District Attorney's office related to previous employee.
7. Candice Pittington's last day will be June 10, 2022, I will be out of the office from May 27th, 2022 to June 5, 2022.
8. During my absence the Work Session will be conducted on June 4th 2022. I will provide the bulk of materials for your packets before leaving. Someone will need to be responsible for the recording of this work session.
9. Weld County Elections Department would like to schedule the Town Facility for November 6th- November 9th to hold the November 2022 elections.
10. If we want to consider a ballot issue, Weld County provided a tentative schedule for working on the Sales Tax for a Medical Dispensary.
 - July 2022: Notify that we will have ballot issue for November
 - August 2022: Complete IGA with Weld County for the ballot initiative
 - September 09th: Deadline for actual ballot

This will need to be completed in both English and Spanish. The costs for the election ballot initiative would be approximately 500.00 providing prices do not changed.

POLICE REPORT

1. 8 days- Joel
2. Combined Training = 40 hours:
 - 4 hrs. firearms, 24 hrs Field sobriety, forensic examination

3. Erin training: 40+ hours with Garden City, going well, 24 + hours Ault, 8 Dispatch- Weld, 160 hours internal FTO
4. 2nd phase click it or ticket, 3 hrs overtime last phase, received reimbursement
5. DUI enforcement grant submitted, requested \$10,000.
6. Traffic box shipped, 2 hour webinar
7. Crime Star update
8. Megan's license computer
9. Share management and IT costs, Grant to Ault?
Colo. Post \$1500.00 grant submitted
And \$12,000 furnishings etc... late June
10. Joint grant to pay full time detective for Ault and Nunn
11. 2016 towed to Ford Fleet, estimate to repair unknown

COURT CLERK REPORT

May 10th, 2022

Court 2:00 p.m.

Arraignments:

- 6 on docket- 4 paid, 2 OJW/Default ordered

Deferred Sentences:

- 3 on docket – all dismissed

Paid Citations:	\$1,775.00
Nunn Officer VIN Inspections:	\$ 50.00
SO registration:	\$ 50.00
April 2022 Deposits:	\$1,855.00

Motion by Trustee Villa and seconded by Amen to accept Court Clerk report as submitted. All in favor, Motion submitted.

MAINTENANCE REPORT

Upcoming projects:

- Cut down trees at park, Cemetery and trees in the road right of ways
- Equipment maintenance
- Planning for roads, IE money?
- Build shed at Cemetery, need property deed, just add to town property deed
*Further discussion required about location, committee meeting required
- Get old water tower running right
- Signs for the park, put up when they arrive
- Smoking signs, put up when they arrive
- PD landscaping
- Roads at Cemetery (edging mulch)
- Turn on water at park

- Finish fixing leaks at museum
- Order siding/build smoking shed
- Leak check, waiting on company to get with us
- Fire Hydrant maintenance and testing
- Truck bed put on Ford
- Blade roads
- Need gas air compressor for line blow out at old tower/museum

*Add road maintenance to next Work Session

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

NEW BUSINESS

1. **Adopt Resolution 2022-06** a Resolution Establishing Banking Requirements
 - Cathy Payne signs all checks with an elected official. Requires three people authorized to sign checks; in addition to Mayor Moon, Trustee Cable will be third authorized person.
 - In the event Cathy is out of town, signed checks are left with Mayor Moon. Also, working with auditor to limit number of times this occurs, per Cathy Payne majority of our bills are paid online. However, no correlation between signed checks and fraudulent check.

Motion by Trustee Cable and seconded by Trustee Amen to Adopt Resolution 2022-06, Motion submitted.

Roll Call Vote:

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

2. **Approve Letter of Support** for Weld County MMOF Grant Applications
(Senior Transport Vans)

Motion by Trustee Cable and seconded by Trustee Villa to Approve Letter of Support for Weld County MMOF Grant Applications, Motion submitted.

OLD BUSINESS

None

FINANCE/BUDGET/PERSONNEL/GRANTS

None

PLANNING AND DEVELOPMENT

None

CODE ENFORCEMENT/FIRE/POLICE

1. Proposed Contract with Banner Health for Legal Blood Draws
Must be done within 2 hours of initial contact, transport patient to Ault and Ambulance stationed there will complete the blood draw. Town Attorney approved contract.

Motion by Trustee Cable and seconded by Trustee Kelly to approve Contract with Banner Health for Legal Blood Draws.

Roll Call Vote:

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

WATER/STREETS/MAINTENANCE/SEWER

1. Vote to move new Water tap Moratorium to end of August 2022

Motion by Trustee Cable and seconded by Trustee Amen. All in favor, Motion carried

2. Tabled discussion of Air Compressor purchase for next Work Session.

PARKS/CEMETERY/GROUNDS/RECREATION

None

TECHNOLOGY

None

EMERGENCY PLANNING

None

PUBLIC COMMENTS

None

Motion by Trustee Cable and seconded by Trustee Amen to adjourn the Regular Board Meeting of May 19th, 2022 at 8:17 p.m. All in favor, Motion Carried.

Mayor Jennifer Moon

Deputy Clerk Kendra Minch

