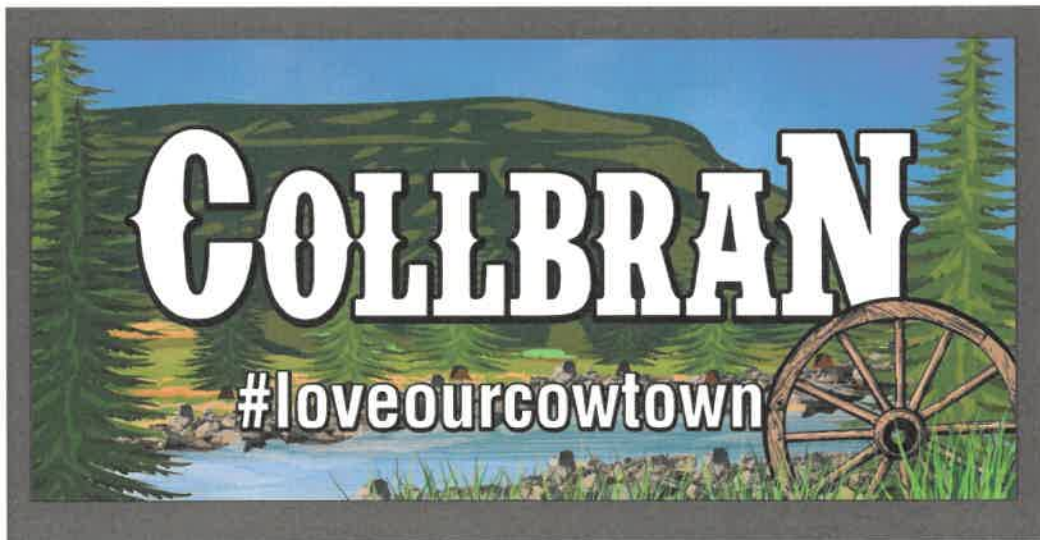


# Town of Collbran

Board of Trustees – Work Session  
6:00pm - Town Hall  
1010 High St. Collbran, CO 81624



Tuesday,  
February 6<sup>th</sup>, 2024



**AGENDA**  
**BOARD OF TRUSTEES**  
**DATE: January 2, 2024**  
**Regular Meeting 6:00pm**  
**Town Hall – 1010 High Street**  
**Collbran, Colorado**

**The Public Is Encouraged To Attend**

*Zoom link available by contacting Town Hall prior to meeting.*

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consent Agenda
  - A) Minutes from: December 5, 2023
  - B) Expenditures from: December 2023
5. Persons not on the agenda
  - A. Please limit comments to three (3) minutes, and address your comments directly to the Mayor.
  - B. Identify yourself by name and address when making comments.
  - C. Comments should be courteous, civil and constructive.
  - D. Town Board will make no decision nor take action, except to direct the Town Manager.
6. Resolution 1, Series 2024 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO REITERATING A REGULAR TIME AND DATE FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES AND A PERMANENT PLACE OF NOTICE
7. Resolution 2, Series 2024 -A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO CERTIFYING AND LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAID THE COST OF GOVERNMENT FOR THE TOWN OF COLLBRAN, COLORADO FOR THE 2024 BUDGET YEAR AND MODIFYING THE AMOUNTS PREVIOUSLY ADOPTED IN RESOLUTION 2023-04
8. Authorization for Mayor to Negotiate and Sign an Easement Agreement with Craig McDaniel for Placement of Underground Broadband?
9. Authorization for Mayor to Sign Ballot Box Response Letter
10. School Water/Lift Station Discussion
11. Monthly Staff Update: Questions
12. Trustee Informational and/or items for future agenda
13. Public Correspondence
14. Adjournment

NOTICE TO READERS: Town Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the Trustee's part as issues have been discussed by Trustees in workshop or committee meetings which are open to the public. **The Board of Trustees may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.**

**PUBLIC INVITED TO ATTEND:** The Public will be limited to three minutes each unless prior arrangements have been made with the Town Clerk or Administrator. Town Trustees may not respond to your comments on this evening, rather, they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up.

# **Town of Collbran Board of Trustees Meeting Minutes**

*Regular Meeting 6:00 pm -Tuesday November 7, 2023*

## **I. Call to order**

Mayor Todd called to order the regular meeting of the Town of Collbran Board of Trustees at 6:04pm.

## **II. Pledge of Allegiance**

## **III. Roll Call**

**Present: Trustee Evans, Trustee Dalrymple, Trustee Melnikoff, & Trustee Zentz - Mayor Todd appeared via telephone for Budget Hearing**

## **IV. Consent Agenda consisting of Minutes from November 7, 2023 and expenditures from November 2023.**

**MOTION: TRUSTEE ZENTZ MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED; SECONDED BY TRUSTEE DALRYMPLE.**

### **Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, and Zentz

Nays: None

Motion carried.

## **V. Persons Not on The Agenda**

**VI. Authorization for Mayor to sign License Agreement Between The Town of Collbran and Optimus Communications, LLC.**

**MOTION: TRUSTEE ZENTZ MOVED TO APPROVE THE AUTHORIZATION FOR MAYOR TO SIGN THE LICENSE AGREEMENT BETWEEN THE TOWN OF COLLBRAN AND OPTIMUS COMMUNICATIONS; SECONDED BY TRUSTEE DALRYMPLE.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, and Zentz

Nayes: None

Motion carried.

**VII. Approve ORDINANCE NO. 2, SERIES 2023 AN ORDINANCE OF THE TOWN OF COLLBRAN, COLORADO ADOPTING AND ENACTING A NEW CODE FOR THE TOWN OF COLLBRAN; PROVIDING THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.**

**MOTION: TRUSTEE ZENTZ MOVED TO APPROVE THE ADOPTION OF ORDINANCE NO 2, SERIES 2023 AS PRESENTED; SECONDED BY TRUSTEE DALRYMPLE.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, and Zentz

Nayes: None

Motion carried.

**VIII. Authorization to Approve Negotiated Contract with NeuCom Solutions Regarding the Carrier Neutral Location and Wireless Tower at Gandi Park in the Amount of \$371,889.00**

**MOTION: TRUSTEE DALRYMPLE MOVED TO APPROVE THE AUTHORIZATION FOR THE MAYOR TO SIGN THE CONTRACT WITH NEUCOM SOLUTIONS AS PRESENTED; SECONDED BY TRUSTEE ZENTZ.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, and Zentz

Nayes: None

Motion carried.

**IX. Close Regular Meeting and Open Public Hearing Regarding 2024 Budget**

Mayor Todd appeared via telephone to discuss the 2024 Budget. The Board discussed the proposed budget and then closed the public hearing.

**X. Approve Resolution No. 3, Series 2023 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO ADOPTING THE ANNUAL BUDGET AND SETTING FORTH THE EXPENDITURES AND REVENUES FOR EACH OF THE VARIOUS FUNDS OF THE TOWN OF COLLBRAN FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024, AND ENDING DECEMBER 31, 2023.**

**MOTION: TRUSTEE DALRYMPLE MOVED TO APPROVE RESOLUTION NO 3, SERIES 2023 AS PRESENTED; SECONDED BY TRUSTEE ZENTZ.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, Zentz, and Mayor Todd

Nayes: None

Motion carried.

**XI. Approve Resolution No 4, Series 2023 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO CERTIFYING AND LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF COLLBRAN, COLORADO FOR THE 2024 BUDGET YEAR.**

**MOTION: TRUSTEE ZENTZ MOVED TO APPROVE RESOLUTION NO 4, SERIES 2023 AS PRESENTED; SECONDED BY TRUSTEE DALRYMPLE.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, Zentz, and Mayor Todd

Nays: None

Motion carried.

**XII. Approve Resolution No. 5, Series 2023 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO REGARDING THE ANNUAL APPROPRIATION FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.**

**MOTION: TRUSTEE ZENTZ MOVED TO APPROVE RESOLUTION NO. 5, SERIES 2023 AS PRESENTED; SECONDED BY TRUSTEE DALRYMPLE.**

**Vote Results:**

Ayes: Trustees Dalrymple, Evans, Melnikoff, Zentz, and Mayor Todd

Nays: None

Motion carried.



**XIII. Authorization to Close Town Hall Dec 29, 2023 to complete year end reports.**

**XIV. Monthly Staff Update**

**XV. Trustee Informational and/or Items for Future Agenda**

Board spoke about scheduling presentations for Discretionary Fund Applicants. Presentations will be scheduled in January.

**XVI. Public Correspondence**

**XVII. Adjournment**

**MOTION;; TRUSTEE DALRYMPLE MOVED TO APPROVE THE BOARD OF TRUSTEES MEETING HELD ON DECEMBER 5TH, 2023; SECONDED BY TRUSTEE ZENTZ.**

**Meeting Adjourned at 8:00pm**

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Attest

**Town of Collbran  
Finance Transmittal Sheet  
January 2024**

Accounts Payable Invoices:

See attached payment approval report \$ 79,586.30

Debit card charges:

December 2023 (detail only, summary provided last mont)

Includes recurring utility payments  
(Black Hills Energy, Grand Valley  
Power, etc)

January 2024 (detail to be provided next month) 11,295.78

Payroll checks and transmittals 36,207.84

Total Disbursements \$ 127,089.92

Receipts:

Water & sewer \$ 37,541.90

Main operating account 118,126.62

Interest earned 13,960.95

Total Receipts \$ 169,629.47

Net cash flow \$ 42,539.55

Cash/Investment Account Balances as of 12/31/23

Grand Valley Bank Operating \$ 287,093.10

Grand Valley Bank Utility 146,343.67

Grand Valley Bank Money Market 1,800,271.03

Grand Valley Bank Debit Card 6,337.33

ColoTrust 1,307,619.55

CSAFE 893,129.79

Total \$ 4,440,794.47

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ASSOC. GOVERNMENTS OF NW COLOR</b>								
107	ASSOC. GOVERNMENTS OF NW COL	2625 2024 ME	2024 DUES	01/02/2024	600.00	600.00	01/26/2024	
Total ASSOC. GOVERNMENTS OF NW COLOR:					600.00	600.00		
<b>CASELLE, INC.</b>								
131	CASELLE, INC.	129241	CASELLE SOFTWARE SUPPORT 2024	12/01/2023	7,558.00	7,558.00	01/04/2024	
Total CASELLE, INC.:					7,558.00	7,558.00		
<b>CIRSA</b>								
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	8,463.53	8,463.53	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	708.90	708.90	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	1,924.80	1,924.80	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	3,885.13	3,885.13	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	824.74	824.74	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	855.42	855.42	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	467.58	467.58	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	471.96	471.96	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	9,251.81	9,251.81	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	1,552.60	1,552.60	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	393.80	393.80	01/04/2024	
144	CIRSA	2024 INSURAN	CIRSA ANNUAL PREMIUM	01/02/2024	1,755.45	1,755.45	01/04/2024	
144	CIRSA	240430	OPTIONAL COVERAGE: CSWAMP AND V	01/08/2024	115.00	115.00	01/26/2024	
144	CIRSA	240430	OPTIONAL COVERAGE: EQUIPMENT BR	01/08/2024	917.00	917.00	01/26/2024	
Total CIRSA:					31,587.72	31,587.72		
<b>CITY OF GRAND JUNCTION</b>								
213	CITY OF GRAND JUNCTION	2024-0007717	MARSHAL: COMMUNICATIONS 911 JAN	01/24/2024	953.67	953.67	01/31/2024	
Total CITY OF GRAND JUNCTION:					953.67	953.67		
<b>COLLBRAN AUTO AND TRUCK PARTS</b>								
290	COLLBRAN AUTO AND TRUCK PARTS	DEC STMT	PW: SNOW REMOVAL	12/30/2023	3.49	3.49	01/26/2024	
Total COLLBRAN AUTO AND TRUCK PARTS:					3.49	3.49		
<b>COLLBRAN SUPPLY</b>								
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 381811	01/28/2024	47.74	47.74	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 381817	01/28/2024	39.76-	39.76-	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 381833	01/28/2024	93.84	93.84	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 381834	01/28/2024	.59	.59	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 381866	01/28/2024	7.99	7.99	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 382040	01/28/2024	27.20	27.20	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 382041	01/28/2024	7.60-	7.60-	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	PW: REPAIRS 382044	01/28/2024	1.59	1.59	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	WATER: REPAIRS 382379	01/28/2024	34.96	34.96	01/31/2024	
153	COLLBRAN SUPPLY	JAN 2024 STM	WATER: REPAIRS 382380	01/28/2024	26.97-	26.97-	01/31/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 380926	12/28/2023	19.99	19.99	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	WATER: PUMPHOUSE 380959	12/28/2023	353.76	353.76	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 380960	12/28/2023	22.58	22.58	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	WATER: REPAIRS 380971	12/28/2023	14.99	14.99	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	EVENTS: 381017	12/28/2023	29.97	29.97	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 381044	12/28/2023	39.98	39.98	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 381059	12/28/2023	43.57	43.57	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 38147	12/28/2023	74.74	74.74	01/04/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 381272	12/28/2023	2.99	2.99	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	WATER REPAIRS 381359	12/28/2023	13.99	13.99	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	WATER: REPAIRS 381366	12/28/2023	18.98	18.98	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: SUPPLIES 381385	12/28/2023	36.32	36.32	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	PW: REPAIRS 381389	12/28/2023	31.44	31.44	01/04/2024	
153	COLLBRAN SUPPLY	STMT 122823	WATER: REPAIRS 381600	12/28/2023	159.99	159.99	01/04/2024	
Total COLLBRAN SUPPLY:					1,002.87	1,002.87		
<b>COLORADO MUNICIPAL LEAGUE</b>								
150	COLORADO MUNICIPAL LEAGUE	2024 MEMBER	2024 MEMBERSHIP DUES	11/01/2023	430.00	430.00	01/04/2024	
Total COLORADO MUNICIPAL LEAGUE:					430.00	430.00		
<b>CORE &amp; MAIN LP</b>								
733	CORE & MAIN LP	R581170	WATER: REPAIRS AND MAINTENANCE	12/01/2023	1,582.75	1,582.75	01/26/2024	
Total CORE & MAIN LP:					1,582.75	1,582.75		
<b>CRAIG MCDANIEL</b>								
844	CRAIG MCDANIEL	BROADBAND	BROADBAND EASEMENT	01/02/2024	20,000.00	20,000.00	01/04/2024	
Total CRAIG MCDANIEL:					20,000.00	20,000.00		
<b>CUSTOMER REFUNDS</b>								
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	4.69	4.69	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	100.00	100.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	3.49	3.49	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	3.48	3.48	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	3.72	3.72	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	3.73	3.73	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	100.00	100.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	5.92	5.92	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	4.37	4.37	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	4.37	4.37	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	100.00	100.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	5.13	5.13	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	2.77	2.77	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	2.76	2.76	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	100.00	100.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	6.25	6.25	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	100.00	100.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	14.87	14.87	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	2.43	2.43	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	2.43	2.43	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	11.63	11.63	01/26/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	50.00	50.00	01/26/2024	
396	CUSTOMER REFUNDS	DEPOSIT REF	REFUND	01/18/2024	11.64	11.64	01/26/2024	
396	CUSTOMER REFUNDS	UTILITY REFU	REFUND CREDIT BALANCE	01/02/2024	12.81	12.81	01/04/2024	
Total CUSTOMER REFUNDS:					1,206.49	1,206.49		
<b>FILTER TECH SYSTEMS, INC.</b>								
190	FILTER TECH SYSTEMS, INC.	9551	WATER: REMOTE MONITORING	01/10/2024	99.00	99.00	01/26/2024	
Total FILTER TECH SYSTEMS, INC.:					99.00	99.00		
<b>HUDDLESTON-BERRY</b>								
756	HUDDLESTON-BERRY	20603	PROFESSIONAL SERVICES: PIEZOMET	08/31/2023	2,070.00	2,070.00	01/04/2024	
Total HUDDLESTON-BERRY:					2,070.00	2,070.00		
<b>IRONEDGE GROUP</b>								
563	IRONEDGE GROUP	IEG-33513	ADMIN: COMPUTER NETWORKING JAN	01/09/2024	999.84	999.84	01/26/2024	
Total IRONEDGE GROUP:					999.84	999.84		
<b>KARP, NEU, HANLON, P.C.</b>								
478	KARP, NEU, HANLON, P.C.	45953	LEGAL - DECEMBER 2023	12/20/2023	225.00	225.00	01/04/2024	
Total KARP, NEU, HANLON, P.C.:					225.00	225.00		
<b>LOCO INC.</b>								
204	LOCO INC.	CT-1790001 12	PW: FUEL	12/31/2023	854.25	854.25	01/04/2024	
204	LOCO INC.	CT-1790001 12	FUEL TAX EXPENSE	12/31/2023	50.31	50.31	01/04/2024	
Total LOCO INC.:					904.56	904.56		
<b>MARK CHAIN CONSULTING, LLC</b>								
840	MARK CHAIN CONSULTING, LLC	2023-073	PLANNING: PROFESSIONAL SERVICES	01/24/2024	192.00	192.00	01/26/2024	
Total MARK CHAIN CONSULTING, LLC:					192.00	192.00		
<b>SIPA</b>								
724	SIPA	2024 GOOGLE	16 GOOGLE WORKSPACE LICENSES	12/27/2023	2,290.72	2,290.72	01/04/2024	
Total SIPA:					2,290.72	2,290.72		
<b>STAN CLAUSON ASSOCIATES INC</b>								
841	STAN CLAUSON ASSOCIATES INC	10036 - REIMB	COMP PLAN: REIMBURSEABLES ON IN	11/29/2023	155.89	155.89	01/26/2024	
841	STAN CLAUSON ASSOCIATES INC	10050	COMP PLAN: PROFESSIONAL SERVICE	01/03/2024	2,456.60	2,456.60	01/26/2024	
Total STAN CLAUSON ASSOCIATES INC:					2,612.49	2,612.49		
<b>TERMINIX</b>								
596	TERMINIX	274713	PEST CONTROL: AUDITORIUM	01/22/2024	55.00	55.00	01/26/2024	
Total TERMINIX:					55.00	55.00		
<b>TJL COPY PRODUCTS</b>								
526	TJL COPY PRODUCTS	TJL47433	COPIER MAINT. AGREEMENT - 23Q4	01/05/2024	409.84	409.84	01/26/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voiced
Total TJL COPY PRODUCTS:					409.84	409.84		
<b>UNITED STATES POSTAL SERVICE</b>								
845	UNITED STATES POSTAL SERVICE	2024 STAMP P	40 FIRST CLASS STAMP ROLLS	01/04/2024	2,640.00	2,640.00	01/04/2024	
845	UNITED STATES POSTAL SERVICE	2024 STAMP P	18 POSTAGE STAMP ROLLS	01/04/2024	918.00	918.00	01/04/2024	
845	UNITED STATES POSTAL SERVICE	2024 STAMP P	18 POSTAGE STAMP ROLLS	01/04/2024	918.00	918.00	01/04/2024	
Total UNITED STATES POSTAL SERVICE:					4,476.00	4,476.00		
<b>USA BLUE BOOK</b>								
367	USA BLUE BOOK	INV00230570	WATER: PUMPHOUSE	12/27/2023	43.95	43.95	01/04/2024	
367	USA BLUE BOOK	INV00248166	PW: REPAIRS AND MAINTENANCE	01/17/2024	140.38	140.38	01/26/2024	
Total USA BLUE BOOK:					184.33	184.33		
<b>VALLEY RANCH SUPPLY</b>								
374	VALLEY RANCH SUPPLY	STMT 122623	PW: TIRES 195505	12/26/2023	164.00	164.00	01/04/2024	
374	VALLEY RANCH SUPPLY	STMT 122623	CR BAL	12/26/2023	21.47-	21.47-	01/04/2024	
Total VALLEY RANCH SUPPLY:					142.53	142.53		
Grand Totals:					79,586.30	79,586.30		

## Report Criteria:

Include transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS - Debit Card Charges GVB (CD112)</b>						
12/01/2023	1	Adobe Illustrator - Admin - software	10-00-4348	Computer/Network Services	239.88	
12/04/2023	2	Office Depot - Admin supplies	10-00-4314	Operating Supplies	110.97	
12/04/2023	3	Murdochs - Admin work attire	10-00-4343	Work Attire	37.86	
12/05/2023	4	GVP - Springs Pump Station	51-00-4397	Utilities Springs Pump Station	308.09	
12/05/2023	5	GVP - Gandhi Park	10-50-4398	Utilities Parks	31.50	
12/05/2023	6	GVP - Water Plant	51-00-4398	Utilities Water	125.34	
12/05/2023	7	GVP - Sewer Plant	52-00-4398	Utilities Sewer	1,169.16	
12/05/2023	8	GVP - PV School Lift Station	52-01-4398	Utilities School Lift Station	64.81	
12/05/2023	9	GVP - Town Hall	10-00-4398	Utilities	220.33	
12/05/2023	10	GVP - Fairgrounds	10-54-4398	Utilities Fairgrounds	60.68	
12/05/2023	11	GVP - Plateau Creek Light	10-30-4397	Utilities Street Lights	40.32	
12/05/2023	12	GVP - Library	10-10-4398	Utilities Library	99.81	
12/05/2023	13	GVP - Auditorium	10-60-4398	Utilities Auditorium	132.50	
12/05/2023	14	GVP - Public Works Shop	10-30-4398	Utilities Public Works	88.31	
12/05/2023	15	GVP - Gandhi Park CNL	10-08-4398	Utilities - BB	34.27	
12/05/2023	16	GVP - Terrell Park	10-50-4397	Utilities Terrell Park	32.40	
12/05/2023	17	GVP - Street Lights	10-30-4397	Utilities Street Lights	340.35	
12/05/2023	18	GVP - Terrell PK Yard Lights	10-50-4397	Utilities Terrell Park	21.82	
12/05/2023	19	GVP - Spring Streets Lights	10-30-4397	Utilities Street Lights	21.82	
12/05/2023	20	CenturyLink - Marshal - telephone	10-20-4398	Utilities Marshal	60.13	
12/05/2023	21	CenturyLink - PW Shop - telephone	10-30-4398	Utilities Public Works	59.28	
12/05/2023	22	CenturyLink - Town Hall - telephone	10-00-4398	Utilities	127.04	
12/05/2023	23	CenturyLink - Taxes, fees & surcharges	10-00-4355	License, Fees & Permits	27.70	
12/05/2023	24	CenturyLink - Sewer Plant - telephone	52-00-4398	Utilities Sewer	42.50	
12/05/2023	25	CenturyLink - Springs Pump Station - telep	51-00-4397	Utilities Springs Pump Station	42.50	
12/05/2023	26	CenturyLink - Water Plant - telephone	51-00-4398	Utilities Water	42.50	
12/05/2023	27	CenturyLink - WaterPlant - internet	51-00-4398	Utilities Water	59.94	
12/05/2023	28	CenturyLink - Water - taxes, fees & surchar	51-00-4355	License, Fees & Permits Water	13.85	
12/05/2023	29	CenturyLink - Sewer - taxes, fees & surcha	52-00-4355	License, Fees & Permits Sewer	4.62	
12/05/2023	30	Black Hills Energy - Auditorium	10-60-4398	Utilities Auditorium	303.80	
12/05/2023	31	Black Hills Energy - Shop	10-30-4398	Utilities Public Works	329.68	
12/05/2023	32	Black Hills Energy - Library	10-10-4398	Utilities Library	126.12	
12/05/2023	33	Black Hills Energy - Water Treatment	51-00-4398	Utilities Water	187.13	
12/05/2023	34	Black Hills Energy - Town Hall	10-00-4398	Utilities	152.93	
12/07/2023	35	Amazon - communications - Events	10-00-4347	Town Events	999.97	
12/07/2023	36	Amazon - Admin repairs	10-00-4366	Repairs & Maintenance	224.00	
12/07/2023	37	UPS - Water - Water Sampling shipping	51-00-4310	Postage & Freight Water	23.31	
12/13/2023	38	ESRI GIS - PW - software	10-30-4348	Computer and Networking Expens	550.00	
12/14/2023	39	AT&T Premier - Marshal cell phone	10-20-4326	Communications Marshal	258.22	
12/14/2023	40	AT&T Premier - Admin - cell phone	10-00-4398	Utilities	44.43	
12/14/2023	41	AT&T Premier - PW cell phone	10-30-4398	Utilities Public Works	44.43	
12/14/2023	42	AT&T Premier - PW cell phone	10-30-4398	Utilities Public Works	44.43	
12/14/2023	43	UPS - Water - Water Sampling shipping	51-00-4310	Postage & Freight Water	18.34	
12/15/2023	44	Zoup - events	10-00-4347	Town Events	62.86	
12/15/2023	45	Montrose Water Factory - Admin - Water s	10-00-4314	Operating Supplies	10.78	
12/20/2023	46	Terminix - water plant - maintenance	51-00-4367	Repairs & Maint. Water Treatme	45.00	
12/21/2023	47	Republic Services - PW trash service	10-30-4398	Utilities Public Works	244.86	
12/22/2023	48	Column Public Notice - CDBG publication	10-60-4943	Auditorium - Capital	262.95	
12/22/2023	49	Otter AI - Admin board recording software	10-00-4348	Computer/Network Services	119.99	
12/26/2023	50	PV Times - 2023 advertising	10-00-4381	Advertising & Publishing	810.00	
12/26/2023	51	Town of Collbran - Water - Mothers Park	10-50-4398	Utilities Parks	11.24	
12/26/2023	52	Town of Collbran - Water-Sewer - Town Ha	10-00-4398	Utilities	52.22	

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS - Debit Card Charges GVB (CD112) (continued)</b>						
12/26/2023	53	Town of Collbran -Water-Sewer - Collbran	10-10-4398	Utilities Library	50.89	
12/26/2023	54	Town of Collbran - Water-Sewer - Terrell P	10-50-4397	Utilities Terrell Park	12.29	
12/26/2023	55	Town of Collbran Water-Sewer - Terrell Pa	10-50-4397	Utilities Terrell Park	49.28	
12/26/2023	56	Town of Collbran -Water-Sewer - Fairgroun	10-54-4398	Utilities Fairgrounds	103.36	
12/26/2023	57	Town of Collbran -Water-Sewer -Auditoriu	10-60-4398	Utilities Auditorium	52.32	
12/26/2023	58	Town of Collbran - Water -Lilac Park	10-50-4398	Utilities Parks	12.29	
12/26/2023	59	Town of Collbran -Water - Women's Memo	10-50-4398	Utilities Parks	12.11	
12/26/2023	60	Town of Collbran Water-Sewer - Public Wo	10-30-4398	Utilities Public Works	58.27	
12/26/2023	61	Town of Collbran Water - Gandi Park	10-50-4398	Utilities Parks	12.30	
12/31/2023	62	December debit charges	01-00-1025	GVB - Debit Card	.00	8,950.08-
Total CASH DISBURSEMENTS - Debit Card Charges GVB (CD112):					<u>8,950.08</u>	<u>8,950.08-</u>
References: 62 Transactions: 62						
Total 01/02/2023:					<u>8,950.08</u>	<u>8,950.08-</u>
Grand Totals:					<u>8,950.08</u>	<u>8,950.08-</u>



Report Criteria:

Includes the following check types:  
 Manual, Payroll, Supplemental, Termination, Transmittal  
 Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
01/06/2024	PC	01/12/2024	2023002	Adams, Jenni L.	141		01-00-1024	738.53-
01/06/2024	PC	01/12/2024	2023002	Distel, Karla Jean	129		01-00-1024	871.15-
01/06/2024	PC	01/12/2024	2023002	Matarozzo, Melonie A.	123		01-00-1024	2,789.74-
01/06/2024	PC	01/12/2024	2023002	Nichols, Michael A.	121		01-00-1024	1,605.95-
01/06/2024	PC	01/12/2024	2023002	Todd, Keith C.	112		01-00-1024	170.48-
01/06/2024	PC	01/12/2024	2023002	Vig, Michael A.	142		01-00-1024	905.32-
01/06/2024	PC	01/12/2024	2023002	White, Rory C.	126		01-00-1024	1,347.36-
01/06/2024	CDPT	01/19/2024	4110848	CCOERA	8	Retirement CCOERA (taxed volunt	01-00-1024	2,219.23-
01/20/2024	CDPT	01/26/2024	4110848	AFLAC	11	Supplemental Insurance C/SD Ins	01-00-1024	138.18-
01/20/2024	CDPT	01/26/2024	4110848	CCOERA	8	Retirement CCOERA (taxed volunt	01-00-1024	2,496.15-
12/23/2023	CDPT	01/26/2024	4110848	COLORADO DEPARTMENT OF R	2	State Withholding Tax State Withh	01-00-1024	3,964.00-
01/20/2024	CDPT	01/26/2024	4110848	COLORADO EMPLOYEE BENEFI	15	adjust contr emp 126	01-00-1024	7,761.48-
01/20/2024	CDPT	01/26/2024	4110848	EFTPS	13	tax deposit Federal Withholding Ta	01-00-1024	2,805.90-
01/20/2024	PC	01/26/2024	2023002	Adams, Jenni L.	141		01-00-1024	745.33-
01/20/2024	PC	01/26/2024	2023002	Distel, Karla Jean	129		01-00-1024	871.15-
01/20/2024	PC	01/26/2024	2023002	Matarozzo, Melonie A.	123		01-00-1024	2,589.74-
01/20/2024	PC	01/26/2024	2023002	Nichols, Michael A.	121		01-00-1024	1,769.76-
01/20/2024	PC	01/26/2024	2023002	Todd, Keith C.	112		01-00-1024	135.82-
01/20/2024	PC	01/26/2024	2023002	Vig, Michael A.	142		01-00-1024	909.00-
01/20/2024	PC	01/26/2024	2023002	White, Rory C.	126		01-00-1024	1,373.57-
Grand Totals:								36,207.84-
								20

12/09/2023

PC

12/15/2023	[REDACTED]	112	1	202300203	399.02	90.44	30 53-	.00	11.00-	.00	447.93-	D	.00
12/15/2023	[REDACTED]	121	2	202300202	3,460.45	.00	49 91-	490.96-	137.00-	395.93-	2,386.65-	D	.00
12/15/2023	[REDACTED]	123	3	202300201	4,482.70	.00	65 00-	613.91-	174.00-	396.88-	3,232.91-	D	.00
12/15/2023	[REDACTED]	126	4	202300206	2,406.52	.00	34 89-	.00	.00	242.52-	2,129.11-	D	.00
12/15/2023	[REDACTED]	127	5	202300205	153.92	.00	11.77-	.00	.00	.00	142.15-	D	.00
12/15/2023	[REDACTED]	129	6	202300200	2,470.24	.00	35 82-	367.11-	221.00-	397.62-	1,448.69-	D	.00
12/15/2023	[REDACTED]	133	7	1544	225.00	.00	17 21-	.00	.00	18.00-	189.79-		.00
12/15/2023	[REDACTED]	137	8	1542	225.00	.00	17 21-	.00	.00	.00	207.79-		.00
12/15/2023	[REDACTED]	139	9	1543	225.00	.00	17 21-	5.77-	3.00-	.00	199.02-		.00
12/15/2023	[REDACTED]	140	10	1545	225.00	.00	17 21-	5.77-	3.00-	.00	199.02-		.00
12/15/2023	[REDACTED]	141	11	202300199	1,929.66	.00	27 98-	180.42-	72.00-	223.06-	1,426.20-	D	.00
12/15/2023	[REDACTED]	142	12	202300204	1,514.48	.00	115 86-	114.06-	55.00-	25.50-	1,204.06-	D	.00
Total PC:		1570			17,716.99	90.44	440.60-	1,778.00-	676.00-	1,699.51-	13,213.32-		.00
			12	12									

PC Hours Units Types Summary

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-01	Regular Pay	346.00	.00	Direct Deposit Net	12,417.70-	D	Informational	.00
1-02	Regular Pay II	80.75	.00	Net	795.62-		Info Tips Reported	.00
2-01	Overtime Pay	18.00	.00				Fringe Benefit	.00
3-00	Vacation Pay	16.00	.00					
4-01	Sick Leave Pay	6.00	.00					
11-00	Mileage reimbur	.00	136.00					
Totals:		466.75	136.00		13,213.32-			.00

Check Issue Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	FICA	FWT	SWT	Deductions	Net	D	Info	F/T
Total 12/09/2023:		1570				17,716.99	90.44	440.60-	1,778.00-	676.00-	1,699.51-	13,213.32-			.00
			12	12											

12/09/2023 Hours Units Types Summary

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-01	Regular Pay	346.00	.00	Direct Deposit Net	12,417.70-	D	Informational	.00
1-02	Regular Pay II	80.75	.00	Net	795.62-		Info Tips Reported	.00
2-01	Overtime Pay	18.00	.00				Fringe Benefit	.00
3-00	Vacation Pay	16.00	.00					
4-01	Sick Leave Pay	6.00	.00					
11-00	Mileage reimbur	.00	136.00					
Totals:		466.75	136.00		13,213.32-			.00

**12/23/2023**

**PC**

12/29/2023	[REDACTED]	112	1	202300211	88.02	66.50	6.74-	.00	.00	.00	147.78-	D	.00
12/29/2023	[REDACTED]	121	2	202300210	2,288.80	.00	32 92-	253.82-	88.00-	302.19-	1,611.87-	D	.00
12/29/2023	[REDACTED]	123	3	202300209	3,482.70	.00	50 50-	407.51-	132.00-	278.62-	2,614.07-	D	.00
12/29/2023	[REDACTED]	126	4	202300213	1,428.80	.00	20.72-	.00	.00	164.30-	1,243.78-	D	.00
12/29/2023	[REDACTED]	129	5	202300208	1,470.24	.00	21 32-	158.50-	180.00-	317.62-	792.80-	D	.00
12/29/2023	[REDACTED]	141	6	202300207	1,134.00	.00	16.44-	94.49-	39.00-	113.40-	870.67-	D	.00
12/29/2023	[REDACTED]	142	7	202300212	1,000.16	.00	76 51-	52.35-	32.00-	.00	839.30-	D	.00
Total PC:		894			10,892.72	66.50	225.15-	966.67-	471.00-	1,176.13-	8,120.27-		.00
			7	7									

PC Hours Units Types Summary

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-01	Regular Pay	269.50	.00	Direct Deposit Net	8,120.27-	D	Informational	.00
1-02	Regular Pay II	62.00	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	64.50	.00				Fringe Benefit	.00
4-01	Sick Leave Pay	24.00	.00					
11-00	Mileage reimburs	.00	100.00					
Totals:		420.00	100.00		8,120.27-			.00

Total 12/23/2023:		894			10,892.72	66.50	225.15-	966.67-	471.00-	1,176.13-	8,120.27-		.00
			7	7									

12/23/2023 Hours Units Types Summary

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-01	Regular Pay	269.50	.00	Direct Deposit Net	8,120.27-	D	Informational	.00
1-02	Regular Pay II	62.00	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	64.50	.00				Fringe Benefit	.00
4-01	Sick Leave Pay	24.00	.00					

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
11-00	Mileage reimburs	.00	100.00					
Totals:		420.00	100.00		8,120.27-			.00

Grand Totals:	<u>3485</u>		<u>39,965.34</u>	<u>230.09</u>	<u>908 27-</u>	<u>3,730.79-</u>	<u>1,622.00-</u>	<u>4,078.30-</u>	<u>29,856.07-</u>	<u>.00</u>
		<u>27</u>	<u>27</u>							

Grand Totals Hours Units Types Summary

PC	Pay Code Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-01	Regular Pay	882.50	.00	Direct Deposit Net	29,060.45-	D	Informational	.00
1-02	Regular Pay II	223.50	.00	Net	795.62-		Info Tips Reported	.00
2-01	Overtime Pay	18.00	.00				Fringe Benefit	.00
3-00	Vacation Pay	99.50	.00					
4-01	Sick Leave Pay	36.00	.00					
7-00	Holiday Pay	80.00	.00					
9-02	Comp Time	.51	.00					
11-00	Mileage reimbur	.00	346.00					
Totals:		<u>1,340.01</u>	<u>346.00</u>		<u>29,856.07-</u>			<u>.00</u>

Report Criteria:

Supressing benefit amount columns with no amounts

Employee Number	Name	CCOERA	FPPADD	CEBT Heat	CEBT - DEN	CEBT VIS	Life	Soc Sec	Medicare	SUTA	Work Comp
141	[REDACTED]	348.77	0.00	3,542.00	262.00	52.00	11.20	0.00	63.21	8.72	10.90
101	[REDACTED]	0.00	149.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
137	[REDACTED]	0.00	0.00	0.00	0.00	0.00	0.00	13.95	3.26	0.00	0.00
129	[REDACTED]	432.86	0.00	1,704.00	76.00	18.00	11.20	0.00	78.46	10.82	13.54
139	[REDACTED]	0.00	0.00	0.00	0.00	0.00	0.00	13.95	3.26	0.00	0.00
123	[REDACTED]	915.86	0.00	1,704.00	0.00	0.00	11.20	0.00	166.00	22.91	28.63
133	[REDACTED]	18.00	0.00	0.00	0.00	0.00	0.00	13.95	3.26	0.00	0.00
121	[REDACTED]	653.37	0.00	3,542.00	262.00	18.00	11.20	0.00	117.62	16.34	474.51
112	[REDACTED]	0.00	0.00	0.00	0.00	0.00	0.00	36.34	8.51	0.58	13.24
142	[REDACTED]	0.00	0.00	1,814.00	131.00	26.00	5.60	204.27	47.77	6.59	109.06
127	[REDACTED]	0.00	0.00	0.00	0.00	0.00	0.00	33.16	7.76	1.07	17.70
126	[REDACTED]	421.12	0.00	0.00	0.00	0.00	11.20	0.00	76.33	10.53	132.66
140	[REDACTED]	0.00	0.00	0.00	0.00	0.00	0.00	13.95	3.26	0.00	0.00
Grand Totals:		2,789.98	149.29	12,306.00	731.00	114.00	61.60	329.57	578.70	77.56	800.24

Employee Number	Name	Total	Gross Wages
141	[REDACTED]	4,293.20	4,359.66
101	[REDACTED]	149.29-	.00
137	[REDACTED]	17.21	225.00
129	[REDACTED]	2,339.28	5,410.72
139	[REDACTED]	17.21	225.00
123	[REDACTED]	2,843.00	11,448.10
133	[REDACTED]	35.21	225.00
121	[REDACTED]	5,089.44	8,167.08
112	[REDACTED]	58.67	586.06
142	[REDACTED]	2,341.49	3,294.64
127	[REDACTED]	59.69	534.96
126	[REDACTED]	646.24	5,264.12
140	[REDACTED]	17.21	225.00
		<u>17,608.56</u>	<u>39,965.34</u>



**TOWN OF COLLBRAN, COLORADO**  
**RESOLUTION NO. 1**  
**SERIES OF 2024**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO REITERATING A REGULAR TIME AND DATE FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES AND A PERMANENT PLACE OF NOTICE

WHEREAS, Section 24-6-402 (2) (c) C.R.S. requires that full and timely notice be given to the public of any meeting at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs, or at which a majority or quorum of the body is in attendance, or is expected to be in attendance; and

WHEREAS, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than 24 hours prior to the holding of the meeting and posting shall include specific agenda information where possible.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO, THAT:

Section 1. The first Tuesday of each month shall be the official date for the regular meeting of the Board of Trustees of the Town of Collbran. Meetings will be held at Town Hall unless prior notice is posted otherwise. Meetings will begin promptly at 6:00 p.m. unless otherwise posted. The Town Board will also conduct work sessions as needed on the third Tuesday of the month at 6:00 pm.

Section 2. Public notices shall be posted at the Collbran Town Hall, 1010 High Street, Collbran, CO 81624 in the foyer, which location shall be deemed the official posting location for the Town of Collbran.

Section 3. Notices and other information required to be published in a newspaper of general circulation within the Town of Collbran shall instead be posted at each of the following locations:

Collbran Town Hall  
1010 High Street  
Collbran, CO 81624

United States Postal Office  
110 Main Street  
Collbran, CO 81624

Collbran Auditorium  
102 Main Street  
Collbran, CO 81624

Town of Collbran, Colorado

Resolution No. 1, Series of 2024

Page 2 of 2

THIS RESOLUTION was read, passed, and adopted by the Collbran Board of Trustees at the Regular Meeting held this 2nd day of January 2024.

TOWN OF COLLBRAN, COLORADO

By

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

**TOWN OF COLLBRAN, COLORADO**  
**RESOLUTION NO. 2**  
**SERIES OF 2024**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO CERTIFYING AND LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF COLLBRAN, COLORADO FOR THE 2024 BUDGET YEAR AND MODIFYING THE AMOUNTS PREVIOUSLY ADOPTED IN RESOLUTION 2023-04

WHEREAS, the Board of Trustees of the Town of Collbran, Colorado has adopted the 2024 Budget pursuant to Resolution 2023-03; and

WHEREAS, the Board adopted Resolution 2023-04 adopting a preliminary temporary property tax credit and temporary mill levy reduction on December 5, 2023, and

WHEREAS, on November 20, 2023, Governor Polis signed Senate Bill 23B-001, which made several changes to the property tax process for the 2024 budget year; and

WHEREAS, the preliminary 2023 total taxable assessed valuation for the Town of Collbran as certified by the Mesa County Assessor on August 23, 2023, was \$3,326,540 while the final 2023 total taxable assessed valuation for the Town of Collbran as certified by the Mesa County Assessor on December 13, 2023, was \$2,906,030; and

WHEREAS, the Town is subject to the statutory 5.5% Property Tax Revenue Limit, or ‘Annual Levy Law’ pursuant to C.R.S. Section 29-1-301, et. seq., and thus the Town’s maximum property tax collections for the 2024 budget year are limited regardless of the ultimate taxable assessed valuation as certified by the Mesa County Assessor.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLLBRAN, COLORADO, THAT:

1. The aforementioned recitals are hereby fully incorporated herein and adopted as findings and determinations by the Board of Trustees.
2. That for the purpose of meeting all general operating expenses of the Town of Collbran during the 2024 fiscal year there is levied a tax of 7.384 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2023; and
3. There is hereby authorized a **final** temporary property tax credit and temporary mill levy reduction of 0.158 mills upon each dollar of total valuation for assessment of all taxable property in the Town for the year 2023. This temporary reduction is because the spending and revenue limits allowed by TABOR are lower than that produced by the full 7.384 mill levy. Using this reduction allows the Town to maintain the full mill levy for future years; and

4. The Clerk/Treasurer is authorized and directed to certify the revised and adjusted final mill levy and temporary property tax credit and temporary mill levy reduction for the Town of Collbran to the County Commissioners of Mesa County, Colorado, as herein above determined and set pursuant to C.R.S. 39-5-128(1).

THIS RESOLUTION was read, passed, and adopted by the Board of Trustees of the Town of Collbran at a regular meeting held this 2<sup>nd</sup> day of January, 2024.

TOWN OF COLLBRAN, COLORADO

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk/Treasurer



## Town of Collbran

1010 High Street  
PO Box 387  
Collbran, CO 81624

Phone: 970-487-3751  
Fax: 970-487-3380

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Craig McDaniel  
57331 PE Road  
Collbran, CO 81624

January 2, 2024

Dear Craig:

Thank you for working with the Town of Collbran in its endeavor to bring fiber optic internet to the community. To facilitate this project, a portion of the line needs to be installed underground on your property with Mesa County Assessor Parcel No. 2667-284-00-240. To accomplish this, the Town requests a utility easement approximately 18 inches wide for a distance of 1,415 feet in a location we have discussed.

Enclosed is the Town's form Utility Easement. The best practice is to prepare the exhibits attached to the Easement based on as-built location information, so it is accurate. After that is completed, the Town will confirm it with you and then record the Easement. In consideration of your grant of the Easement, the Town will compensate you \$\_\_\_\_\_.

If you have any questions or concerns, please reach out to me. The Town is anxious to complete this work and appreciates your cooperation.

Respectfully,

Keith C. Todd  
Mayor

**GRANT OF EASEMENT**

THIS GRANT OF EASEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between CARL C. MCDANIEL, hereinafter referred to as “Grantor,” and the TOWN OF COLLBRAN, COLORADO, a municipal corporation, hereinafter referred to as “Town.”

WITNESSETH:

FOR GOOD AND VALUABLE CONSIDERATION, the receipt of which is hereby acknowledged, Grantor has this day bargained and sold, and by these presents does bargain, sell, convey, transfer, and deliver unto the Town, and its successors and assigns, an exclusive easement in, over, and across the real property hereinafter described, including the perpetual right to enter upon said property at a time that it may see fit, and to construct Town-owned utility systems across, through, upon, and under the real property hereinafter described and to repair, replace, relocate, inspect, operate, and maintain said utility systems; provided, however, that the Town shall restore the ground surface to its prior condition after disturbing same. The term “Town-owned utility systems,” as used herein, shall include below ground wires, lines, cables, ducts, pipes, pedestals, risers, vaults, manholes, and other equipment, appurtenances, and structures associated with fiber optic communication purposes, and which are owned and operated by the Town. The term “exclusive easement,” as used herein, shall mean that any above or below ground utility systems and appurtenances and other above or below ground permanent or substantial structures not owned and maintained by the Town shall not be installed or encroach upon any portion of the herein described easement unless first approved otherwise by the Town.

The easement and right-of-way hereby granted, situated in Mesa County, Colorado, is described as follows:

- Exhibit “A” – Easement Description
- Exhibit “B” – Easement Drawing

TO HAVE AND TO HOLD said easement unto the Town, and its successors and assigns, forever.

The Grantor does hereby covenant with the Town that it is lawfully seized and possessed of the real property above described, that it has a good and lawful right to convey the easement herein granted, that the said easement is free and clear of all liens and encumbrances, and that it will forever warrant and defend the title thereto against lawful claims of all persons whomsoever.



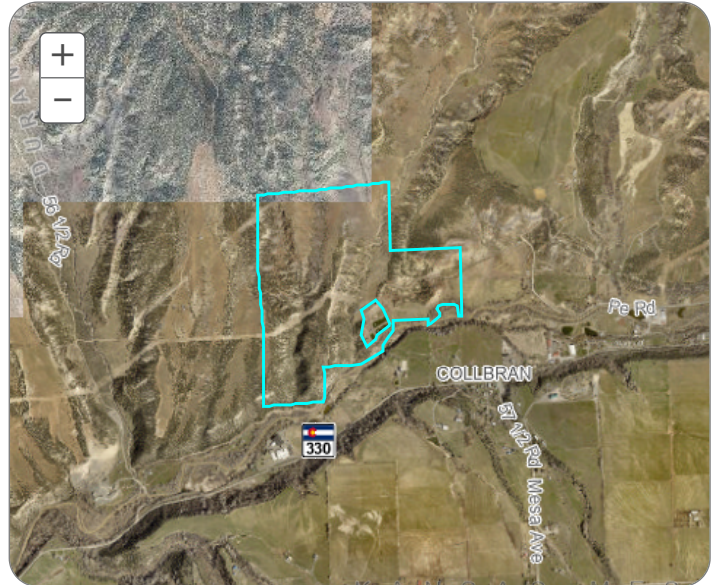


Brent Goff, Assessor  
 Real Property Record  
 P.O. Box 20,000  
 544 Rood Avenue  
 Grand Junction, CO 81502

Full Color Print

**Property Information** (Report Date: 7/24/2023)

Parcel Number: 2667-284-00-240  
 Account Number: R002253  
**Property Use: Agricultural**  
 Location Address:  
 Mailing Address: 57331 PE RD  
 COLLBRAN, CO 81624-9618  
 Owner Name: MCDANIEL CARL C  
 Joint Owner Name:  
 Neighborhood: AREA 28 (28.00)  
 Associated Parcel: N/A  
 Approx. Latitude: 39.242244  
 Approx. Longitude: -107.992246



**Legal Description**

SW4SW4 SEC 27 9S 95W SE4 SEC 28 9S 95W NW4NE4 & N2 NE4NE4 SEC 33 9S 95W & THAT PT BEG N 19DEG35'02"SEC W 1381.05FT FR NW 1/16 COR SEC 34 9S 95W S 46DEG30' W 151.18FT S 85DEG34'52"SEC W 25FT N 129.83FT E 159.69FT S 46DEG30' W 34.62FT TO BEG EXC THAT PT BEG N 0DEG19' 30"SEC W 1313.08FT FR NW 1/16 COR SEC 34 S 88DEG30' 14"SEC W 455.62FT N 46DEG30' E 498.82FT S 69DEG E 100.37FT S 53SEC W 295.50FT TO BEG & ALSO EXC BEG N 36DEG45'41"SEC W 297.35FT FR SE COR SD SEC 28 S 21DEG 11'50"SEC E 350.62FT S 56DEG27'43"SEC W 327.37FT S 15DEG 20'49"SEC W 76.61FT S 53DEG22'14"SEC W 225.33FT N 26DEG 34'54"SEC W 247.34FT N 17DEG02'21"SEC E 306.47FT N 18DEG 59'45"SEC W 183.76FT N 56DEG16'05"SEC E 330.28FT S 44DEG 36'48"SEC E 218.15FT TO BEG

**Tax Information**

Year	Property Code	Improvements (Actual)	Land (Actual)	Total (Actual)	Improvements (Assessed)	Land (Assessed)	Total (Assessed)	TAC Code	Mill Levy/1000	Water Assessment	Property Tax & Water
2023	4147	\$0	\$5,400	\$5,400	\$0	\$1,430	\$1,430	20300	0.0428220	\$0.00	*\$61.24
2022	4147	\$0	\$5,290	\$5,290	\$0	\$1,400	\$1,400	20300	0.0428220	\$0.00	\$59.96
2021	4147	\$0	\$5,290	\$5,290	\$0	\$1,530	\$1,530	20300	0.0464443	\$0.00	\$71.04

\*Current estimated tax is using previous year's Mill Levy (Mill Levy determined in December of current year)

For tax bill [Click Here](#)

**Taxing Authority Detail**

Year	Agency Name	Agency Abbrev.	TAC Code	Mill Levy	Total (Assessed)	Tax Per Agency
2023	COLLBRAN CEMETERY DIST.	CCD	20300	0.2810	\$1,430	\$0.40
2023	COLORADO RIVER WATER CONSERVATION	COLRW	20300	0.5010	\$1,430	\$0.72
2023	COUNTY - DEVELOP DISABLED	MCCCB	20300	0.2570	\$1,430	\$0.37
2023	COUNTY CAPITAL EXPEND (INACTIVE)	MCCAP	20300	0.0000	\$1,430	\$0.00
2023	COUNTY GENERAL FUND	MCGF	20300	9.9960	\$1,430	\$14.29
2023	COUNTY LEASE-PURCHASE JAIL (INACTIVE)	MCLP	20300	0.0000	\$1,430	\$0.00
2023	COUNTY ROAD & BRIDGE-FULL LEVY	MCR_B	20300	0.2740	\$1,430	\$0.39
2023	COUNTY TRANSLATOR TV FUND	MCTV	20300	0.0000	\$1,430	\$0.00
2023	LIBRARY DISTRICT	LIBR	20300	3.0140	\$1,430	\$4.31
2023	MESA COUNTY	MCCNT	20300	0.0000	\$1,430	\$0.00
2023	PLATEAU VALLEY FIRE PROT	PVFD	20300	5.1690	\$1,430	\$7.39
2023	PLATEAU VALLEY HOSPITAL	PVH	20300	8.0000	\$1,430	\$11.44
2023	SCHOOL DIST #50 GENERAL	SD50	20300	11.9510	\$1,430	\$17.09
2023	SCHOOL DIST#50 BOND	SD50B	20300	0.0000	\$1,430	\$0.00
2023	SCHOOL DISTRICT #50 2012 OVERRIDE	SD50O12	20300	1.6930	\$1,430	\$2.42
2023	SOCIAL SERVICES	MCSS	20300	1.6860	\$1,430	\$2.41
	<u>Tax Authority Contact Information</u>		<b>Total Mill:</b>	<b>42.8220</b>	<b>Total Tax:</b>	<b>*\$61.24</b>



**Sales & Conveyance Information \*\***

Date	Price	Reception Number <small>(Click for Recorded Document)</small>	Document Type
4/7/1969	\$15,000.00	<a href="#">969552</a>	Warranty Deed JT
1/8/1988		<a href="#">1475639</a>	QCD JT
		<a href="#">Search Clerk Records</a>	<a href="#">Document Type Descriptions</a>

\*\* Viewing of recorded documents requires a subscription through the Mesa County Clerk and Recorders Office.  
Click the associated reception number for Grantee and Grantor information via recorded document.

**Land Description**

Property Use Code	Property Use Type	Acres
4147	GRAZING AGRICULTURAL LAND	251.48
	<b>Approximate Acres: 251.48</b> (Acreage is approximate and should not be used in lieu of Legal Documents)	

**No Sketches Available**

There are no Miscellaneous items associated with this record
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**Historical Information**

# **Notice of Public Comment for Voter Service and Polling Centers**

The Mesa County Elections Division is accepting public comment now through April 29, 2024 on the location of the Voter Service and Polling Centers for November 5, 2024, General Election.

For the 2024 General Election, the Election Division is required to designate nine locations.

Voter Service and Polling Center locations must meet the following statutory requirements:

1. Proximity to public transportation lines and availability of parking;
2. Geographic features, such as mountain passes, that tend to affect access and convenience;
3. Equitable distribution across the county;
4. The existence and location of population centers;
5. Access for persons with disabilities;
6. Use of existing voting locations that typically serve a significant number of electors;
7. Use of public buildings that are known to electors in the county, especially to the extent that using such buildings results in cost savings compared to other potential locations;
8. When private locations are considered or designated as voter service and polling centers, methods and standards to ensure the security of voting conducted at such locations; and
9. Proximity to historically under-represented communities.

**Use this form to submit public comment or optionally submit comments using the following methods:**

- email at [voter.info@mesacounty.us](mailto:voter.info@mesacounty.us),
- mail to PO Box 20000, Grand Junction, CO 81502, or
- complete a form at 200 S Spruce Street, Grand Junction, CO 81501



# Town of Collbran Staff Report

December 2023

## Town Manager/Clerk

### Overview of Activities/Projects/Accomplishments

- 2024 is time for our Municipal Election. There will be 2 trustee positions available as well as Mayor. The office will have nomination petitions available on January 2nd. The deadline to return completed packets is January 22<sup>nd</sup> and the election, if necessary, will be April 2, 2024.
- Staff met with KLJ Engineering regarding our Hoosier Ditch Project. We spent some time reviewing where we are, grant requirements, town expectations and process for moving forward.
- Staff had a meeting with the School District and their engineering team to discuss the possibility of connecting a water line to the new school. Currently, that is considered the most viable option for the school. We are at the beginning of the conversation, but will need to move fairly quickly to search for and utilize funding to assist with this size of project. At this meeting we also discussed the probability of needing an expanded Lift Station. We will continue to meet with their team to move these items forward.
- We have been notified of the possibility of a new subdivision inside Town limits. We have a meeting the first week of January to kickoff this discussion. I would like to reach out to Mesa County's planning department for assistance with this process.
- I have included a copy of the 2023 narrative report on the fire mitigation project. This was prepared by Sergeant Richard Acree, Mesa County Sheriff's Office Emergency Services Sergeant and Fire Management Officer. In 2023, we mitigated fuels on 16.63 acres in the Cedar Crest area at a reimbursable cost of \$34,056.
- The Mesa County Elections Division is accepting public comment on the location of the Voter Service and Polling Centers for the 2024 General Election, see the attached public notice. Voter Service and Polling Centers are locations that are open for 10-14 before and through the election where citizens can register to vote or update their voter registration, replace a ballot or drop off a voted ballot, vote in person or use an ADA accessible voting machine. I would like to know if the Board would like to offer Town Hall as a Voter Service and Polling Center, or be a location for a 24-hour secure ballot drop off location.

- Job Corps Community Relations Dinner was attended by members of the Board of Trustees and Staff. It is an enjoyable evening giving the students and staff of the Job Corps to highlight programs and accomplishments. It allows the community the opportunity to engage with the students and hear from them more about their programs.

#### MISC

- Cowboy Christmas was a success. It has become a very popular event over the years. Thank you to the Board and Staff as well as the different community partners for all of the work that goes into putting on this event.
- I had a lengthy conversation with State Representative Matt Soper. He has been appointed to the State Agriculture and Water Services legislative group representing the western slope. He gave an update on his sponsored bills in the upcoming session and is looking at coming for a visit before the start of the session in mid January.
- Jenni Adams has taken a position with another entity and will be leaving the Town. She has agreed to work part time and possibly help train a new hire. We will begin advertising immediately.
- **I would like to confirm the Board's availability to meet weekly during January for discretionary funding requests and discussions and stakeholder meetings regarding the Marshal's office**

#### Goals/Focus for Next Month

- Marshal's Office discussion.
- Discretionary Funding interviews

### ***Capital Improvement Plan Update***

- Comprehensive Plan - We have finalized the Survey and it is live on our website. We have mailed a postcard with the QR Code that will take the community directly to the survey page. The Survey will be live until February 1. We plan on putting it on our social media pages as well as in the local newspaper.
- Auditorium - We have our RFP issued for Asbestos Abatement. Once we have contractor responses to the RFP, we will be applying to the Colorado Department of Public Health and Environment for assistance with the abatement costs. We will need to begin abatement in early March to keep the project on schedule. The Chamberlin team continues to work on the construction documents and are at approximately 50% of completion of those documents. We have issued a Request for Qualifications inviting contractors who might be interested in working on the auditorium project to submit their interest and qualifications. We will interview interested firms and bring a recommendation to the Board, and then the selected contractor will be engaged as a Construction Manager/General Contractor or CM/GC to work on the auditorium project. They will assist with the development of the final construction documents by providing value engineering and cost estimates to keep the project within budget, and then as a General Contractor they will hire the subcontractors and vendors to complete the auditorium remodel. The target date for construction start is early May 2024 with an estimated six-month construction timeframe.
- Middle-Mile Broadband – We have contracted with NeuComm for the CNL and tower at Gandi and we have a planning meeting scheduled in early January to kick the project off.

NeuComm will also be purchasing and installing the electronic equipment that needs to be installed in the CNL and they are working with vendors to order that equipment. The estimated cost for the electronic equipment and installation is \$135,204 if it can be installed at the same time as the Garfield County installation, and about \$23,000 more if they have to do a separate installation, so we are coordinating closely with Garfield County. The current timeframe to connect our fiber is still between April 1, 2024, and June 30, 2024.

## Finance Director

### Overview of Activities/Projects/Accomplishments

- ❖ Worked extensively with asbestos abatement consultant funded by CDPHE on the asbestos abatement RFP and associated documents.
- ❖ Completed employee open enrollment for health insurance and processed new rates in payroll.

### Trainings/Meetings Attended

❖

### MISC

- ❖ We received the full \$300,000 reimbursement from the Mesa County Federal Mineral Leasing District for our broadband project.
- ❖ We received full reimbursement from the BLM for the fire mitigation project.
- ❖ The Mesa County Assessor has recertified the Town's assessed valuation based upon the adjustments made in the post-election legislative special session. The key modification reduced valuations of all residential properties for the 2023 tax year by \$55,000 and cut the residential tax-assessment rate from 6.765% to 6.7% for this year only. As the result of these adjustments, the Town's assessed valuation declined from \$3,326,540 to \$2,903,030, or by about 13%. Because we are already limited in our property tax collections to a 5.5% annual increase, there is no impact to the budget as we adopted it, we simply adjust the floating temporary mill levy credit. We have included a new resolution to formalize temporary mill levy credit.

### Goals/Focus for Next Month

- ❖ Assist with selections of asbestos abatement contractor and GM/GC for auditorium project.
- ❖ End of year processing includes W2s and 1099s.
- ❖ Begin preparing documents and schedules for audit of 2023 financials
- ❖ Submit 2024 budget to the State.
- ❖ Apply to CDPHE for funding for asbestos abatement at the auditorium.
- ❖ Quarterly grant reports and reimbursements.

## **Public Works Manager**

### Overview of Activities/Projects/Accomplishments

- Snow removal
- Hauled snow to Fairgrounds
- New electric throttle control on sander
- Piped new pump house
- Took fence down around new CNL
- Cowboy Christmas set up and take down
- New tires on Skid Steer
- Sent Broadband locate maps to 811
- Met with PV School reps on water line to school
- Met with all Asbestos removal contractors with Karla on Auditorium

### Trainings/Meetings Attended

- Met with Kirk and Melonie on Lead and Copper identification
- Met with KLJ about Hoosier water line
- Met with Kirk and Deb from Filter Tech about pump house and controls

### MISC

- Locates

### Goals/Focus for Next Month

- Electrical install at Pump House

## **Water/Sewer Contractor**

### Overview of Activities/Projects/Accomplishments

- 

### Trainings/Meetings Attended

- 

### MISC

- 

### Goals/Focus for Next Month

-

## **Performance Report**

### **Town of Collbran 2023**

Agreement Number: L22AS00422

Collbran Fuel Mitigation

BLM Fuels Mitigation Grant

Period of Performance: 10/2022 through 09/2023

#### **Phase 1 Cedar Crest Residential Community**

This area consists of 16.63 acres. The fuel type is mainly juniper with some Pinyon Pine mixed on the steep slopes. The roadway is bordered by thick oak brush along the bottom of the slope. The slope is forty percent, with an elevation gain of 75 feet. There are nineteen individual residences, commercial businesses, and a cemetery atop the flat mesa throughout the treatment area.

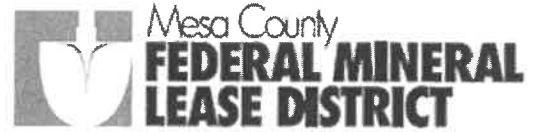
#### **Objectives**

During the planning process, the following prescribed treatments were identified to meet the objectives of the project.

- Removal of slash and vegetative debris will be chipped on site and removed to town property so residents will have access to wood by-products. Large trees and branches were cut for firewood and made available to the public.
- The areas with north and west aspects have dense Juniper tree stands, and a BLM Fuels Specialist recommended reducing the fuels by seventy percent.
- Thin trees and brush to reduce ladder fuels to create buffers of about 30-100 feet for homes and businesses.
- Variable-density thinning practices throughout the project area will be used to leave a mosaic of well-spaced islands of vegetation to maintain shaded areas for wildlife habitat.
- Apply chemical treatments for stumps and invasive species.

#### **Summary**

Funds for fiscal year 2023 were \$25,000.00. Initially, Phase 1 had been budgeted at \$20,000. The total acreage covered was 16.36 acres, with a cost per acre of \$2,082. The total project was \$34,056. Additional landowners were contacted and decided to participate in the fuel reduction project, contributing to higher costs. However, the benefit to the entire residential has helped lower the threat of a significant wildland fire event. All work in Phase 1 consisted of handwork due to difficult access and steep topography. All fuels were chipped and removed to a location for residents to use as mulch and firewood. The established objectives for Phase 1 are 100 % complete as of October 18th. Future activities will consist of handwork and the use of mechanical mastication to meet the objectives of the project in areas 2 and 3.



P.O. Box 3039 • Grand Junction, CO 81502  
E-Mail: [info@mesaFML.org](mailto:info@mesaFML.org) Web: [www.mesaFML.org](http://www.mesaFML.org)

December 19, 2023

Melonie Matarozzo  
Town of Collbran  
1010 High Street  
PO BOX 387  
Collbran, CO 81624

Dear Mrs. Matarozzo:

We are delighted to remit your final grant payment for the 2021-FT-01 Plateau Valley Broadband grant award.

Please acknowledge receipt of this payment by emailing staff.

If you have any further questions, please feel free to contact us. We look forward to your continued participation with the MCFMLD to help fulfill our vision and benefit the community.

Sincerely,

MCFMLD Board of Directors