

OTIS TOWN COUNCIL MINUTES

Aug 9th , 2022

Regular Meeting- Ambulance Building

7:00PM

PRESENT: Mayor Brooke Price, Trustee David Allen, Trustee Shae Smith, Trustee Jaynae Bliven, Trustee Bryant McCall, Fire Chief Trent Alexander.

ABSENT : Washington County Sheriff's Office, Washington County Commissioner,

1. Meeting called to order by Mayor Price @ 7:05 pm.
2. PLEDGE OF ALLEGIANCE was observed by all in attendance.
3. AGENDA- No Changes Noted.
4. CITIZENS RECOGNITION AND INTRODUCTION/PUBLIC COMMENT
None at this time
5. APRIL MINUTES/BILLS/PAYROLL
Trustee Bliven offered a motion to approve April minutes bills and payroll. Trustee Allen offered a second. All were in favor motion carries.
6. REPORTS
 - a. FIRE DEPARTMENT
Chief Alexander asked about the confusion of the mowing. The Town will continue to mow. The Fire Department wants to remove horseshoe pits and maybe pour concrete and do cornhole boards. Chief Alexander also would like to know if the town could store the fire truck. The tree pile needs burned. Clerk Brophy brought up chipping the pile and try selling the wood chips to recoup money. Clerk Brophy also brought up moving the tree pile over by Sanitation ponds.
 - c. PARKS/MAINTENANCE
Mark Reser provided a standard update on the past month's duties.
 - d. Clerk
Clerk Brophy presented the board with his clerks report. Clerk Brophy stated that we are moving forward with MuniCode sent sign agreement and wait to set a time to meet with their Account Executive. Met With Historical Society will be reviewed in new business. Still moving forward on grants to be submitted in September. Clerk Brophy reviewed redoing the murals on the side of Mom's Café with Some Girls and a Mural. Design Fee is \$250 and you get a multitude of designs.

Letter being sent to home on 5th street for not being compliant for the shipping container. Owners will have 30 days to respond. Trustee Smith asked about the trailers, Clerk Brophy said that Code Enforcement is working on that. The current owner had a buyer that recently backed out so it is falling back on her. If the town sends an abatement letter stating she has 30 days to get rid of them. After that 30 days if it not done the town will summon the owner to court and haul off the trailers at their cost. Then the question is where does the town put them? The town has to keep them for thirty or sixty days before they can be destroyed. The owner is currently being cooptative.

e. Mayor Report

Mayor Price stated that she has nothing new to report.

8. Council Comments

Trustee Smith requested that she would like to set up work sessions to talk about fee structure.

9. UNFINISHED BUSINESS

a. Two water applications

Clerk Brophy wanted clarification of who pays for what. For Fiscus application we are waiting on the state for a yes to run the pipes under the highway and still need to talk to Palsers about a utility line easement to go through a little bit of their land. He also gave pricing on the main line. 2" line \$2.46 a foot or \$4.74 for a heavy duty piping maybe for under the highway. Highway 34 application just wants water. Airport Rd has less houses serviced and would maintain pressure better, unless bulk water was being filled. Tap on north seventh services more homes and the water pressure will be affected more. Approximately 525.5 feet if pipes are run under the highway and straight east, from meter to home there would be approx. 223. Approx 900 ft. all together plus a \$2,500 meter and tap fee. Mayor price commented it would be approx. \$10,000 total paid by owners. Pay out of town water rates. Commercial out of town rates need to be discussed. Trustee Smith motions to with owners coving full cost of everything. Trustee Bliven approved.

b. Historical Society Visit

New Estimate from Slussers to demo buildings. Dump fees and milage \$16,000. Work out something with county, maybe. Trustee Allen, Mayor Price, Clerk Brophy and Saenz met with Historical Society and did a walk through of the hotel. Grant match is low than through Dola. Th e Historical Reps sounded optimistic about the restoration of the hotel. The work on a similar project in Eads, Colorado and brought it back to life. It was also a partial collapse, and they came in removed the roof and shored it up. It also was a two-to-three-year project. The town does not have to keep the interior the same, just the exterior. The Historical Society deems historical not as the original structure. it can be a photo from 1958 or 1928 as long as it was the past. The exterior does not have to be original. The entire main street except the bank and Sito's new building is considered part of the historical district. Otis is one of the few place that has a designated district. Noncompetitive grants and competitive grants. Noncompetitive you can apply for at any time because you are not competing with other towns. There would be phases done with the smaller grants. First phase would be to get a structural engineer, then an architect. The bigger grants would like a plan for economic development. Grant match is 10% on noncompetitive and

30 days out to receive monies, and 25% on the competitive and 45 to 60 days out. All of Dola is 50/50. Planning Grants October 3rd. Pre-packet review September.

9. NEW BUSINESS

a. Building Permit Review- 205 Logan Street- Otis Town Council reviewed the building permit and Trustee Smith made a motion to approve and Trustee Bliven 2nd. Approved
101 S Washington- Trustee motioned to approve and Trustee Allen 2nd. Approved

b. Historical Society Visit Update- Discussed in unfinished business- Motion to move forward with the Historical Society by Trustee Smith and 2nd By Trustee Allen. Motion Carries.

c. Part Time Maintenance Tech Interview Scheduling
3 applications have been received. Leave position open until filled

d. Clerk Brophy Resignation

e. Water Supply Engineering Bid
The state claims that they never received anything and has no records. State finds the town to be in violation. Element Engineering will come out draw up the plans of the existing system to submit to the state. Trustee McCall motions to hire Element engineering and reach out to Mike Brown. Trustee Smith 2nd motion is carried

10. MISCELLANEOUS- Baseball field is doing a GOCO grant and Mayor price will have a resolution for that to bring in front of the counsel.

11. CITIZEN RECOGNITION AND INTRODUCTION/ PUBLIC COMMENT

None at this time.

12. EXECUTIVE SESSION- Clerk Brophy Resignation was reviewed 8:22 P.M.

13. RETURNED FROM EXECUTIVE SESSION

Counsel discussed things from Clerk Brophy's request. Trustee Smith was concerned about hiring and second office person and promoting him to City Manager without looking at the budget. Mayor Price said that vacation time, retirement, and a pay raise is need. Trustee Smith asked Clerk Brophy if it was something he wanted to think about. He agreed that he would like to and do some research. He was concerned that there needed to be a second person with the grants being a priority, if the Town was taking back the cemetery and sewer, it was just adding more responsibilities with also still dealing with the public and regular daily duties. Trustee Allen asked Clerk Brophy where he saw a second clerk in the budget. Clerk Brophy said from water and sanitation fees. It would depend on what happens with other employment. There are fee increases that are warranted and salaries could be

pulled from there. Trustee Smith asked what Clerk Brophy would like to do. He stated that he would like time to think about it. The counsel would like to see numbers and feel more comfortable moving forward. A meeting was set for 7:30 a.m. on the 12th for a final decision on Clerk Brophy's resignation.

14. ADJOURNMENT

Trustee Allen made a motion to adjourn the meeting. Trustee Smith offered a second on the motion. All were in favor and the meeting was adjourned. 9:15PM

Next Regular Meeting scheduled for September 13th, 2022.

Mayor Brooke Price

Clerk Jaydan Brotton