TOWN OF DINOSAUR

Dinosaur Town Council Minutes
Dinosaur Council Chambers
October 13, 2026

Mayor Darcie Rocque called the regular meeting of the Dinosaur Town Council to order. Council members present were Jeff Harrington, Devonna Wilczek, Marshelle Gray, James Jensen, Mike Snyder, and Mayor Darcie Rocque. Leroy Trujillo was absent. A quorum was established. Staff participating included Larry Elarton, Melody Villard, and Ken Davis.
Guests: Micheal Taylor, Paul Lucs, Jess Lucas, Paul Jachim, Robert Dick, Chara Garcia, Michelle Tedrick, Lawrence Burger, Lando Blakely, Rocky Woolery On Zoom: Jim Evans, Michael Miller, James Isrealsen

Public Hearing on Proposed 2027 Budget

Council considered the proposed 2027 budget. Staff explained that the proposal was being accepted for submission and remained subject to further review and revision before final adoption.

Motion was made by Marshelle Gray and seconded by Mike Snyder to accept the proposed 2027 budget.

Council was polled and the motion carried unanimously.

Approval of Minutes

Council reviewed the September 8, 2026 meeting minutes. Discussion addressed follow-up roof repairs at the community center and the Town's existing water treatment requirements. Staff reported that the roof contractor needed to return to repair a leak and that prior discussions with CDPHE had not resulted in changes to the treatment requirements.

Motion was made by Devonna Wilczek and seconded by Marshelle Gray to approve the September 8, 2026 meeting minutes.

Council was polled and the motion carried unanimously.

Approval of Financial Report

Staff explained that the report covered May through September while account balances and general ledger records were being corrected. Council reviewed engineering expenses, water treatment chemicals, Caselle's annual software and support fee, and separate charges for outside general ledger and bank reconciliation services. Staff expects the outside service charges to end as those duties return to Town staff. Grant closeout documentation remained in progress.

Motion was made by Devonna Wilczek and seconded by Marshelle Gray to approve the financial report presented for October 2026.

Council was polled and the motion carried unanimously.

Funding Request Policy and Form

Council reviewed the proposed policy and form to document community funding requests, available funds, and the review process. Discussion focused on smaller requests of approximately $1,000 or less; larger requests would require additional information.

Motion was made by Marshelle Gray and seconded by James Jensen to approve the funding request policy and form.

Council was polled and the motion carried.

Fall Community Cleanup

Council discussed providing roll-off dumpsters and a separate scrap-metal container for a fall cleanup. Staff will contact the provider to determine the earliest available dates. Public notices and assistance for elderly residents and others unable to transport items were discussed. Council also discussed follow-up on properties needing cleanup.

Town Manager Report

Sidewalk project. Staff reported receiving state approval to connect the proposed sidewalk to the curb. Larry Elarton will coordinate with Ken Davis to determine whether additional engineering drawings are needed.

Engineering grant. Staff reported that the DOLA engineering grant request for the Sunrise Engineering work was ready for the Mayor's signature and return to DOLA. Staff indicated that approval appeared favorable.

Surveillance cameras. Council reviewed a preliminary proposal for cameras at Town Hall and the park, with remote access and video storage. The estimated ten-year cost was approximately $45,000, or about $7,000 less without the park. Council discussed equipment reliability, security, storage, payment terms, and possible future expansion to water facilities. Staff will obtain further details, and a demonstration camera was available for testing. No purchase was approved.

Fiber service. Staff reported that Strata had contacted the Town about resuming work to bring fiber through Dinosaur and requested a meeting with Larry Elarton and Ken Davis to review the project.

Insurance and medication disposal. Staff reported a CIRSA insurance quote of approximately $49,000. The prescription medication take-back box was operating again under a new vendor.

Town Clerk recruitment. Staff reported that recruitment was resuming while training and corrections to utility billing procedures continued, so a new clerk could be trained on established processes.

Police vehicles. Staff reported repairs to the black police vehicle and discussed evaluating lease options for a future replacement as part of budget planning. No vehicle acquisition was approved.

Well 4 pipeline. Staff continued evaluating pipeline protection options and coordination with BLM. Extensive rock may limit burial or boring options. A boring estimate and alternatives involving insulated protective pipe were discussed; no construction option was selected.

Drainage and road maintenance. Council discussed gutter cleaning, storm runoff, and conditions near County Road 161. Staff reported recent state and county work and continued coordination concerning drainage and road maintenance.

Clerk and Finance Report

Utility billing. Staff reported auditing meter readings to reconcile each month's ending reading with the following month's beginning reading. Prior unread meters and forced entries had produced inaccurate usage and billing. Corrections were being made using available readings, with individual customer discrepancies reviewed as they arose.

Staff reported that prior overage rates had not been updated correctly. Water and wastewater rate changes effective September 1 were entered for the current billing. Staff also described discrepancies caused by Xpress Bill Pay payments not being reflected in Caselle before statements were issued. Payment records and affected balances were being reconciled.

Benefits enrollment. Open enrollment packets will be provided to participating officials and staff. Enrollment changes must be completed by November 30.

Year-end preparation and audit. Staff reported attending Caselle training and reviewing monthly and annual closing procedures, reconciliation reports, and state and federal reporting requirements. Work will continue through year-end to resolve outstanding items and establish consistent monthly, quarterly, and annual processes. Staff reported receiving confirmation that the Town's 2025 audit had been submitted to the state and anticipated a presentation of the final audit report by the auditor.

Public Comment

A member of the public asked about access to drinking water before orthophosphate treatment. Staff reported that untreated distribution had previously been discussed and was not permitted under the Town's current treatment requirements. Council discussed obtaining chemical cost information and the possibility of future grant assistance for household plumbing improvements. No treatment change or project expenditure was approved.

Public comments commended the Stone Age Stampede event and the staff work to prepare and maintain the park for the event.

Adjournment

Marshelle Gray moved to adjourn. The meeting adjourned at 6:59 p.m.

TOWN OF DINOSAUR

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Darcie Rocque, Mayor

ATTEST:

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Melody Villard, Clerk/Treasurer Pro Tem