

WALLSBURG TOWN COUNCIL WORK MEETING

January 15, 2026 – 7:00PM

1. Call to Order 7:08PM

- a. Roll Call: Terri Eisel, Rohn Hortin, Mary Piscitelli, Alisha O’Driscoll, Peter Nielsen, Spencer Foster.

At this point in time, the Mayor Celeni Richins is excused. Celeni Richins arrived at 7:20pm.

2. Agenda Items:

a. 2026 OPMA Training – Information and Discussion Only

- i. Spencer Foster with MAG (Mountainland Association of Governments) will complete the annual OPMA (Open and Public Meetings Act) training with members of the Wallsburg Town Council and Clerk.

Purpose of OPMA is to be transparent. Transparency is the rule, so your citizens can be informed. The exception to the rule is Closed sessions. All public bodies are subject to OPMA (any board, council, committee that is making decisions for the Town). Anytime the majority (3 of 5) members get together to discuss Town business, counts as a meeting. Can do a notice of quorum for Town Hall cleanup, etc. Chance meetings at non-Town related activities and social gatherings do not count. If it happens by mistake, just do your best to not talk about Town business in groups of 3 or more. Don’t talk about Town business during carpool, email chains, group chats, etc. Quorum means simple majority, in a public body of 5- 3 have to be present to take action during a meeting. Can still hold a meeting with 2, but not action can be taken. Emergency meetings can be held when immediate threat to safety, property, etc and do not require 24 hour notice. Can not do normal business during emergency meetings. Very rare, not commonly used. Do not use as a convenience tool. Electronic meetings allow council members to call in to meetings, but it must be open to the public to hear and participate. Miscellaneous discussion about Wallsburg Town not wanting to do electronic meetings, if the public wants to be involved, this is a small enough community that they can come in person. Mary Piscitelli asked about during COVID. Celeni Richins said that they cancelled a few meetings early on. Once they resumed, they followed health department guidelines with hand sanitizer, temperatures, etc. Terri Eisel said that the Planning Commission met a few times electronically due to urgent matters. Closed meetings can only occur for specific reasons- discussion of character, competence, physical or mental health of an individual; collective bargaining; pending or imminent litigation; purchase of real property; security systems; criminal misconduct; certain procurement discussions. Miscellaneous discussion about adding an optional closed session to every agenda. Cannot: take action in closed meetings; make appointments (to positions or councils); make final decisions; wandering off topic. Just discuss, don’t decide. Annual meeting schedules need to be decided on at the first of the year and posted. Written minutes and recordings of all open meetings must be given public access. Notices need to be added to the Public Notice Website, at least 24 hours in advance, and in two physical locations (meeting site and/or one other public place). Minutes must have date/time/place; roll call; substance of all matters discussed; record of votes taken; name of commenters; anything else that a member requests to be entered into the minutes. Public body should be happy with the minutes. Minutes are retained permanently by under GRAMA act. Recordings are kept for 3 years, but the State public notice website will keep them forever. Terri Eisel asked if members of the public can record open meetings. Spencer Foster commented that you can have a rule of decorum that only allow our recordings to take place and they can request a copy of the recording- as far as he understands. In the case where the Town only records audio and a member of the public wants a video recording, they have the right to video record for personal use, but not post it publicly. Add decorum of meetings to agenda and make a resolution. Spencer Foster will look into the details. Minutes and recordings need to be posted on the Public Notice Website within 3 days of approval. The OPMA act is enforced by the State records committee. Can be subject to fines for non compliance. Reputational damage is done when not done correctly. GRAMA and OPMA go together regarding electronic communications during meetings. Texts and emails during meetings can be GRAMA requested. Best practices are to ask questions early, when in doubt- notice the meeting or the agenda item or cleanup etc, use staff and counsel, put as little in writing as possible- only those things that are essential.

b. Fiscal Year 2026 Mid Year Budget Review– Information and Discussion Only

- i. Review and Discuss the Fiscal Year 2026 (July 1 2025 through June 30 2026) budget for Wallsburg Town and identify and amendments or changes that need to be made.

Went over the current budget to identify any departments that may need amendment. Miscellaneous discussion on property tax disbursement (will now come in January for the previous calendar year, any taxes sent monthly will be back taxes that were collected). Discussed moving landscaping and electrical charges in Town Hall budget to capital improvements budget with the sprinkler system project. Lots of miscellaneous discussion and Q&A of different things with new council member Peter Nielsen. Did not identify any amendments urgently. Will revise budget at the end of the fiscal year to capture audit costs for next coming years.

3. Department Reports

- a. To discuss continued agenda items, assignments

- i. Buildings (Peter Nielsen) – Still working on maintenance plan and identifying items for renovation.

- ii. Roads (Peter Nielsen) – Terri Eisel found no match grant for Service to Stormwater Systems. Discussed

that is covered in engineering costs to CivCo, so we should be covered.

iii. Cemetery (Mary Piscitelli) - Email from Hannah Olsen (DIL of Brian and Kamille) starting funeral director school, looking for service options to the local cemetery paid or unpaid. Miscellaneous discussion on what she could do. Mary Piscitelli asked about creating a list of Veterans in the cemetery. Not sure how a funeral director position would apply to the work we would need done, etc. Celeni Richins commented that she wonders if she is required a certain amount of hours towards her degree. Mary Piscitelli commented about wreaths for the veterans. Peter Nielsen asked about working with Doyle and Darla Gardner to repair and clean headstones. Terri Eisel commented to maybe include her in the next burial process.

iv. Water (Rohn Hortin) – 11 month walkthrough on the Water Project on Wednesday- no problems found. Brought up the flushing of the lines last year, there was a PRV on the well that pushed the water halfway up but it came back down and captured all of the junk in the pipe that has never been clean. The well has not run since last spring, wondering if it could be stagnant. Going to release water from PRV through Cla-Val. Instead of running the well every so once when it's not being used, it needs to run to the new tank to not stay stagnant. Rohn Hortin will contact Cla Val and flush the lines more often.

v. Park (Terri Eisel) – Had tree leaning over Spring Creek removed by Rocky Mountain Power. Mary Piscitelli asked if there was an associated cost. Not that we know of, likely captured in monthly bills.

vi. Mayor (Celeni Richins) – Nothing to add.

vii. Clerk (Alisha O'Driscoll) – Cornhole nights are fun. Christmas lights are down, Christmas tree is down.

4. Call For Agenda Items:

a. Call for Agenda items for February Town Council Meeting (Expected February 5, 2026)

Troy Ostler updates, Town Hall walkthrough, Closed Session.

Spencer Foster work on Government Data Privacy Act policies or anything that needs to go with that. Peter Nielsen asked about historic documents and how we can digitize or index those.

b. Call for Agenda items for February Town Council Work Meeting (Expected February 19, 2026)

Will add that to the February Meeting agenda.

5. Adjourn

Motion: Rohn Hortin moves to Adjourn

Second: Terri Eisel

Vote: Unanimous

Time: 8:38PM