

**Town of Saguache
Board of Trustees
Regular Session
July 18, 2011**

The Town of Saguache Board of Trustees met for a Regular Session on July 18, 2011, with Trustees being present as follows:

Mayor Milton Jones	Absent (Excused)
Mayor Pro-Tem Dario Archuleta	Present
Ruth Horn, Trustee	Present
Lyn Miles, Trustee	Present
Tina Serna, Trustee	Present
Carla Quintana, Trustee	Present
Kate Vasha, Trustee	Present

Town of Saguache employees present Staff as follows:

Therese Garcia, Town Clerk	Present
Johnann McKee, Deputy Clerk	Present
Dan Pacheco, Public Works	Present

Town of Saguache Attorney present as follows:

Eugene Farish, Attorney	Present
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Citizens in Attendance: Kim Smoyer, ScSEED; Mike Norris, Saguache County Sheriff; Alexandria Harrison; Jeannie Norris, Saguache County Social Services; Kathleen Ochs; Greg Terrell; and Floyd Jaramillo

Call to Order: Mayor Pro-Tem Archuleta called the meeting to order at 6:59 p.m.

Moment of Silence and Pledge of Allegiance: was led by Mayor Pro-Tem Archuleta.

Additions and Deletions to the Agenda:

Add under Sheriff's Report: Fire Permit

Add under Maintenance Report: regarding a sewer tap fee

Review/Approval of Board Meeting Minutes: The minutes for the Regular Session and Public Hearing minutes for June 20, 2011 were reviewed by the Trustees.

MOTION by Trustee Horn; Second by Trustee Serna

Trustee Horn moved to approve the minutes for the Regular Session held on June 20, 2011 as presented.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Horn – aye; Trustee Vasha – aye; Mayor Pro-Tem Archuleta – abstain; Trustee Miles - abstain

VOTE: 3 – Aye; 0 – No; 2 - Abstain No-0

The minutes for the Special Session held on July 6, 2011 were reviewed by the Trustees.

MOTION by Trustee Serna; Second by Trustee Miles

Trustee Serna moved to approve the Special Session minutes held on July 6, 2011 as presented.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles –aye; Trustee Horn – aye; Mayor Pro-Tem Archuleta – aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

Note: Trustee Vasha arrived at 7:02 p.m. and did vote on either of the minutes that were approved.

Review/Approval of Bills: The July List of Bills was reviewed by the Trustees. There were a couple of questions about individual items in the bills. Mayor Pro-Tem Archuleta asked Maintenance Dan Pacheco if the Board had budgeted for Voucher #11-306, and the answer was yes. Trustee Quintana asked about Voucher # 11-297, water supplies for the Catholic Church. Mr. Pacheco explained that those were supplies involved with the Town’s portion of the work when the Church moved its line.

MOTION by Trustee Quintana; Second by Trustee Serna

Trustee Quintana moved to approve the July List of Bills for payment as presented.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles –aye; Trustee Horn – aye; Trustee Vasha –a ye; Mayor Pro-Tem Archuleta – aye

VOTE: 6 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

Participation of Citizens:

Jeannie Norris – Discuss Saguache Food Bank: Jeannie Norris, Director of Social Services, is trying to inform folks in the area that Social Services now runs the emergency food bank, at the request of the County Commissioners. During business hours contact Social Services. After hours contact the Sheriff’s Department. The emergency food bank has no income requirements, it is available to anyone who is hungry and needs food. Nancy Armenta’s food bank at the clinic will continue through the end of this year.

Kathleen Ochs – Feral Cat Program: Cynthia Surface and Kathleen Ochs are working for the feral cats in town. They are primarily working to spay and neuter cats in the various colonies. They have raised some money and are willing to do the work. What they desire from the town is:

- Use of the town’s traps (when not needed by other citizens) without paying the deposit.
- Having the town staff be the contact people for citizens with questions or requests.
- Assistance with financing spay/neuter operations, both through financial donations and through investigating whether the Town could qualify for vouchers for low-cost operations.

There was some discussion of what legal situations might develop. The board agreed to include cat issues in the dog ordinance that is currently being considered, and to have a workshop on July 26th to discuss the issue further. Ms. Ochs said that either she or Ms. Surface will attend the workshop.

Request from Rick Barandes items at Old Reservoir: Mr. Barandes was not present. His request will be discussed under the Maintenance report.

Sheriff's Report: Sheriff Mike Norris reported that there were two dogs at large, and a few first offense criminal calls. There were several explosions in town, but they weren't in one particular location. There were no firecrackers on the 4th. There was an accidental electrocution of a utility worker.

There was discussion about the fire ban. Saguache County still has a fire ban, and so does the BLM, but the Forest Service has lifted theirs on Rio Grande National Forest. There was also discussion of whether to lift the fireworks ban.

MOTION by Trustee Serna; Second by Trustee Miles

Trustee Serna moved to lift the fireworks ban, to not allow burning of dry leaves or branches, and to amend the ban to allow campfires in pits with or without screens.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles – aye; Mayor Pro-Tem Archuleta – aye; Trustee Horn – no; Trustee Vasha – no;

VOTE: 4 – Aye; 2 – No; 0 – Abstain

Downtown Revitalization Project: Kim Smoyer of ScSEED reported on the progress of the Downtown Revitalization Project. Bid Package A is complete. Public Works Director Dan Pacheco reported that the manholes will be fixed in time for the next step of the project.

Bid Package B – update: The bids were lower than expected. The decision was to do colored concrete on crosswalks in the central intersection. The planters won't be done at this point, because it's not a good time to plant, and because the Committee decided that with lights, trees, benches and trash cans there might not be room for the planters. There will be a variety of bench styles and colors. Placement of the benches will be determined when they arrive. If there is extra funding the committee will work on signage for the two ends of the street.

Update on construction work on 4th Street: The contractor is moving forward on the preparations for the work. Ms. Smoyer will start ordering benches, trash cans and bike racks tomorrow. The board discussed that benches should be locked in place.

Pocket park: ScSEED is under contract to purchase the land. The Gates Foundation is coming on the 25th to consider a matching grant. ScSEED will write an application for a GOCO grant, but the Town has to approve the application, since it is the actual applicant. At this time there was discussion of the proposed GOCO grant for planning on Vista Grande. Trustee Vasha reported that she does not have time to write the grant. Her recommendation is that the Town use the \$2200 County Tax planning grant to start the planning process this fall, then apply for a GOCO grant to continue the process next spring. Mayor Pro-Tem Archuleta emphasized that there should be another public meeting at the beginning of the planning process.

MOTION by Trustee Horn; Second by Trustee Serna

Trustee Horn move that Saguache authorize a grant to GOCO for the purchase of the pocket park, the grant to be written by ScSEED.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles – aye; Trustee Horn – aye; Trustee Vasha – a ye; Mayor Pro-Tem Archuleta – aye

VOTE: 6 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

There was discussion of the traffic plan presented by the contractor for Bid Package B. Ms. Smoyer reported that it's fairly comprehensive. There was discussion of the signage during the sewer work and the demolition phase. Mayor Pro-Tem Archuleta suggested seeing if the State's flashing sign could include "4th Street Businesses are open during construction" in its message. Ms. Smoyer will look into the possibility.

Mayor Pro-Tem Archuleta mentioned that the head ranger at the USFS Office has told the employees there that they can work at Rural Philanthropy Days for comp time.

Legal Council Report:

Discuss/Review/Approve Ordinance 2011-3: An Ordinance Repealing Existing Ordnances Relating to Animals within the Town of Saguache and Enacting New Regulations Relating Thereto: Attorney Farish discussed the ordinance. First it covers dangerous dogs, then it covers licensing and tags. He suggested that the board prorate license fees for applicants who bring dogs into town partway through the licensing year. The board decided not to do that, since licensing fees are already low. The board put off further discussion until the work session on July 26th.

Discuss Senate Bill 11-066 - Issuance of Special Events Permits: As of August 10th, the town can issue Special Events permits without going through the State. A municipality can issue up to fifteen a year and they need to notify the state when they are granted. If the town doesn't want to be the licensing authority, the state will continue to do it. Clerk Garcia asked what certificate will be issued then, since they have been coming from the state. She also asked if the Town can charge a higher fee, since they'll be doing more work. Attorney Farish suggested she call the State licensing board to find out. The Board suggested that the town get the fee that was formerly going to the state, but those overall fees not to be increased.

General Information: Attorney Farish offered to sponsor occasional clerk meetings to address issues of common interest such as passing ordinances by reference, fees and schedules, and so on. Clerk Garcia said that she thought such meetings could be helpful.

Note: Attorney Farish left the meeting at 8:30 p.m. as he was not needed.

Clerk's Report:

Clerk Garcia presented a letter to send to folks who had dogs licensed last year but have not re-licensed. The Board agreed that it be sent out.

Clerk Garcia told the Board that there is a surprise party for Gene's 70th birthday the afternoon of July 20th. The board agreed that the Town send a card.

Written Report: There was a request that the Town power-wash the front of the clinic building on 4th St. After discussion, the Board directed the clerk to send a very nice letter saying we can't do that, but perhaps the County can do it.

There is a Source Water Protection Meeting scheduled for August 22, 2011 at 7:00 p.m. One person is facing shut-off of Water/Sewer on July 19th. There are perhaps ten customers who currently owe some or all for two months, and will receive late notices at the first of August unless they pay before then.

There was one correction of wording in News from Town Hall.

General Information: There was discussion about the cleaning of Town Hall because the Ladies' Bathroom was out of soap.

Maintenance Report:

Written Report: There was discussion of the building that Dave Winter is occupying for his business, which is a fire hazard due to improper storage of flammable materials. Mr. Pacheco would like to go talk with Mr. Winter, along with Fire Chief Wes Moores and Sheriff Norris. It is a violation of the Town's nuisance code.

MOTION by Trustee Vasha; Second by Trustee Miles

Trustee Vasha moved that under Section 1-1 General Nuisances of Ordinance 2006-6 the Board direct the Maintenance Supervisor move forward with local fire marshals and any other appropriate people to start the notice process to cure.

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles –aye; Trustee Horn – aye; Trustee Vasha –a ye; Mayor Pro-Tem Archuleta – aye

VOTE: 6 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

Laura Lee Conley: Ms. Conley has requested access to Vista Grande to remove materials. The Board agreed that she no longer has any rights to property at Vista Grande, since the time when she was allowed to remove property was extended more than once and expired some time back. Mayor Pro Tem Archuleta and Trustee Vasha reported that they are working toward a clean-up at Vista Grande on September 24th.

Shut –Off Valves: Mr. Pacheco reported that he found a source for shut-off valves with a reasonable price of \$5900 each that includes installation. The valves will make it possible to shut off water to fewer houses when there is a break in the line. Since the valves can't be installed until the sub goes down, the Board decided to revisit it in the fall, and asked Mr. Pacheco to get more information on the actual performance of the recommended valves.

General Discussion: There have been complaints about the hotel yard. There was discussion of how to enforce the nuisance code, since the Town doesn't have contact with the owners.

There was discussion of a car that Sue Renner gave to Scott Mathias. Mr. Mathias says he is going to remove it.

Some folks from in and around Saguache asked to get some of the rotomilled material for their driveways. Mr. Pacheco asked the Board to keep it for the town, and the board **by consensus**, agreed to keep it for Town use.

Mr. Pacheco reported that he will be giving Clerk Garcia a list of people to receive letters telling them to cut the weeds on their property. There was discussion about whether Floyd Jaramillo should have removed the sidewalk in front of his place. He will remove the concrete rubble. Clerk Garcia suggested putting in News from Town Hall that Public Works will mow along the shoulders but residents need to clean inside the ditches. The Board agreed.

Mr. Pacheco said he will see if CDOT will put up a sign about 4th St. businesses being open during construction.

Old /Unfinished Business: There was none.

New Business:

Discuss Proposal – The Cochetopa Scenic Byway: Trustee Vasha presented the Cochetopa Scenic Byway proposal. She would like to draft a letter for the Mayor’s signature saying the Board supports the project. **By consensus**, the Board agreed.

Mayor Pro-Tem Archuleta reminded the Trustees about the workshop on July 26th and asked them to take the draft of the dog ordinance home and consider the options before the workshop.

Sewer Tap Fee: Clerk Garcia presented a letter from a representative of the seller asking for a waiver or decrease of the sewer tap fee for the Dessert First property, since the owners did not receive the letter offering the waiver or decrease when it was sent some years ago. **By consensus**, the Board agreed that they will not waive or decrease the fee, but the representative can come before the Board in person if they want to pursue it farther.

Executive Session, if needed: There was none needed.

Adjourn: There being no further business; the meeting was adjourned at 9:15 pm.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Dario Archuleta, Mayor Pro-Tem

ATTEST:

Therese Garcia, Town Clerk