

TOWN OF SAGUACHE
Board of Trustees
Regular Session
March 18, 2013

The Town of Saguache Board of Trustees met for a Regular Session on March 18, 2013, with Trustees being present as follows:

Milton Jones, Mayor	Present
Kate Vasha, Mayor Pro Tem	Present
May Engquist, Trustee	Present
Lyn Miles, Trustee	Present
Carla Quintana, Trustee	Present
Greg Terrell, Trustee	Present

Town of Saguache employees present as follows:

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

Town of Saguache Attorney present as follows:

Eugene Farish, Attorney	Present (left at 8:30 p.m.)
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Citizens in Attendance: Scott Anderson, Century Link; Christine Gydesen, Sky Wright, Ute Theatre; Carita Ginn, Hillary Conroy, Mike Cowan, Darryl Reinsel, Faith O'Reilly, Rick Barandes, Saguache Chamber of Commerce; ; Ruth Horn, Pow Wow Committee; and Joel Johnson.

Call to Order: Mayor Jones called the meeting to order at 7:03 p.m.

Moment of Silence and Pledge of Allegiance: was led by Mayor Jones.

Agenda Approval—Add or Delete Items from the Agenda: Mayor Jones added Ruth Horn to the Citizens Comments. Trustee Quintana said she would speak during the Trustee Comments. Mayor Pro - Tem Vasha added a discussion of the RFP process to the Historic Preservation Commission report. She also asked about moving forward on developing grants and grant guidelines. Mayor Jones suggested holding a workshop on grants. The Trustees agreed to hold it on April 1, 2013 at 8:00 p.m., after the Source Water Protection meeting.

Consent Agenda:

Deputy Clerk McKee mentioned that the Sheriff's bill was not listed in March List of the Bills, and also a bill from the Saguache County landfill for \$134.96.

MOTION by Mayor Pro - Tem Vasha; Second by Trustee Quintana

Mayor Pro - Tem Vasha moved to approve the consent agenda with the addition of the two bills.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist – aye; Trustee Terrell – aye; Mayor Pro – Tem Vasha – aye; Mayor Jones – aye

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

Citizen Comments:

Ruth Horn—Pow Wow Committee: Ms. Horn reported that the Pow Wow will be held on September 7th. They have reserved the park and have drummers coming. She inquired about funds budgeted for the Pow Wow. Mayor Jones said they need to check with Town Clerk/Treasurer Garcia, but the funds should still be available. Ms. Horn reported that the Pow Wow committee will be applying for grants, or possibly a corporate sponsorship.

Scott Anderson—Century Link—Laying of fiber optic cable: Mr. Anderson explained that Century Link wants to lay cable from their office to the AT&T pedestal on County Road Z. There was discussion of what the procedure would be. Mayor Jones explained that the Town is requesting a warranty bond because other companies have caused problems in the past and then not corrected them. Mr. Anderson stated that he would be sure the Town is satisfied. He will get approval for the warranty bond when he receives a final draft.

MOTION by Trustee Terrell; Second by Trustee Quintana

Trustee Terrell moved to have Attorney Farish create the final draft and send it to Mr. Anderson.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist – aye; Trustee Terrell – aye; Mayor Pro – Tem Vasha – aye; Mayor Jones – aye

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

Christine Gydesen—Ute Theatre—Beer & Wine Liquor License Renewal: Ms. Gydesen appeared before the Board of Trustees. Deputy Clerk McKee submitted the completed paperwork.

MOTION by Trustee Miles; Second by Trustee Engquist

Trustee Miles moved to approve the Beer & Wine liquor license renewal for the Ute Theatre.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist – aye; Trustee Terrell – aye; Mayor Pro – Tem Vasha – aye; Mayor Jones – aye

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

Christine Gydesen—Ute Theatre—Water and sewer payment: Ms. Gydesen read a statement she had prepared. In discussion she asked the Board to waive fees that accumulated after the theatre was closed for the winter, on the grounds that the office staff should have known the theatre was closed and turned the water off even though she did not call to request it. She also asked the Board of Trustees to prorate the water bill on a weekly basis when the Theatre re-opens. She explained this as meaning that she would pay water only for times when there is an activity, because no one is in the building the rest of the time. The Trustees explained some of the difficulties they face in deciding water rates. There are other buildings that experience intermittent use but pay full water

rates. There are also citizens who pay for their water even though they have to go without other necessities to do so. It is not easy for the Board to decide to help some water users but not others. However, they expressed their concern for the Ute Theatre and their hope for its success, and that they would look for legal ways to assist it and other businesses in town. They discussed having a workshop to revisit the question of water/sewer rates. Mayor Jones pointed out different actions that the Board has taken and is currently taking in an effort to help local businesses.

Saguache Chamber of Commerce—Representative—working with Town to attract business: Faith O'Reilly of the Chamber of Commerce spoke to the Board, explaining the Chamber's new effort to bring a business to Saguache. She said the Chamber hopes to increase coordinated efforts with the Town of Saguache. She suggested that the Board of Trustees appoint one member to attend Chamber meetings and report to the Board, and similarly the Chamber will appoint a member to attend Board meetings and report to the Chamber. She also asked for persons who would join a committee to meet with business owners who might be willing to open a business in town. There was additional discussion of how Saguache might bring a small employer to town.

Adam Greene—Solar Reserve—Request for Letter of Support to Governor: This was tabled due to Mr. Greene's inability to attend the meeting.

Ordinances/Resolutions/Public Hearings:

Review/Discuss/Approve Resolution 2013-D: A Resolution approving a Policy Regarding Access to Public Records: Attorney Farish read Resolution 2013-D. There was discussion on the topic of public records. Attorney Farish explained how the law works, and answered questions by the Trustees.

MOTION by Mayor Pro - Tem Vasha; Second by Trustee Quintana

Mayor Pro - Tem Vasha moved to adopt Resolution 2013-D and the policy attached.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist – aye; Trustee Terrell – aye; Mayor Pro – Tem Vasha – aye; Mayor Jones – aye

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

Attorney Report:

Attorney Farish suggested that before the Town subscribe to a solar garden, they speak with a representative of either Xcel or REC to learn how solar gardens are organized, what sort of investment the organizers make into them, and just how much the Town of Saguache will save by participating. Mayor Jones reported that a County employee suggested the Town and County could create their own solar garden, and so eliminate the “middle man”.

Codification: Attorney Farish reviewed the process of codification, and the benefits the Town will experience when the process is completed. He mentioned that he will have many comments on the proposed land use code. The Town of Saguache has started the process of codification, but much work remains to be done.

Mr. Barandes asked about the scheduling of a workshop to discuss water/sewer rates. Mayor Jones told him that the workshop was scheduled for April 1, 2013 at 8:00 p.m.

Boards/Committees Reports:

Historic Commission—Quarterly Report: Mayor Pro - Tem Vasha submitted a written report. The Trustees had no questions on the report.

- Mayor Pro Tem Vasha mentioned that there is a need to appoint a Board representative to the Historic Preservation Commission. She mentioned that Trustee Terrell had agreed to serve in the position.

MOTION by Trustee Miles; Second by Trustee Engquist

Trustee Miles moved to appoint Trustee Terrell as the Board representative to the Historic Preservation Commission.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist- aye; Mayor Pro-Tem Vasha – aye; Mayor Jones – aye; Trustee Terrell - abstain

VOTE: 5 – Aye; 0 – No; 1 – Abstain *Motion approved.*

- Mayor Pro - Tem Vasha mentioned a letter that needs to be sent out regarding the CLG grant. She has written the letter and will sign and mail it if the Board approves. The Board approved by consensus.
- Mayor Pro - Tem Vasha reported that the Board of Trustees will have to make a decision on the RFP before the next regular Board meeting. The Trustees agreed to hold a special meeting after the workshop on April 1st to approve the RFP.

Old Business:

Vista Grande Update: Trustee Terrell reported that Trustee Engquist delivered the application for the GOCO planning grant to the Denver office. The Board thanked her for doing so. Trustee Terrell suggested that the Board could be doing some preliminary research for the Vista Grande planning, such as getting an estimate of the increase in insurance costs for various possible activities on the site.

New Business:

Review/Discuss/Approve Arbor Day Proclamation:

MOTION by Trustee Engquist; Second by Trustee Miles

Trustee Engquist moved to adopt the Arbor Day Proclamation.

Vote as follows: Trustee Quintana – aye; Trustee Miles – aye; Trustee Engquist – aye; Trustee Terrell – aye; Mayor Pro – Tem Vasha – aye; Mayor Jones – aye

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

Review Letters of Interest—Town Board vacancy: The trustees read the three letters of interest that were received. They agreed to hold a workshop on April 15, 2013 at 6:30 p.m. to interview the candidates. The regular board meeting will start at the end of the workshop. Clerk Garcia is to schedule the three candidates for interviews at 6:30, 6:45 and 7:00 p.m.

Trustee Comments: Trustee Quintana reported that she, Caroline Irwin and Deputy Clerk McKee will do the research on the Community Building kitchen improvements. Deputy Clerk McKee reported that, at the suggestion of Clerk Garcia, she had looked in

the old copy of the Colorado Grants Guide for governmental entities that fund planning grants, and the only ones she found were the State Historic Fund, which would not fund much of the kitchen work, and the Energy and Mineral Impact Grants. Mayor Pro - Tem Vasha expressed skepticism that the Energy and Mineral Impact Grants would fund a kitchen planner.

Trustee Quintana reported that a group is planning a giant Easter Egg Hunt in the park for March 31st for the children of Saguache and surrounding areas. She requested donations and other assistance.

Reports:

Clerk's Report:

Written report: The Trustees received the written report prepared by Clerk Garcia.

Review/Discuss/Approve Statement of Safety Policy—CIRSA: This was tabled until Clerk Garcia can be present.

Review/Discuss/Approve Motor Vehicle Records Review Policy—CIRSA: This was tabled until Clerk Garcia can be present.

Review/Discuss/Approve Sanitary Sewer Overflow Information for Property Owners—CIRSA: This was tabled until Clerk Garcia can be present.

Review/Discuss/Approve Sanitary Sewer Overflow Incident Report and Onsite Assessment forms—CIRSA: This was tabled until Clerk Garcia can be present.

Submit Request/Proposal to Saguache County Road & Bridge—2013 Paving of Town streets: There was discussion of which streets should be paved, and of when patching can begin. Mayor Jones agreed to inform the Road & Bridge office that the Town of Saguache will be requesting the paving of three blocks in 2013. The decision of where the paving will be done will be made later in the spring.

Mayor Jones asked Deputy Clerk McKee about the possibility of buying either a digital recorder or a second cassette tape recorder. Deputy Clerk McKee informed the Board that the digital recorder borrowed from the library had very good sound quality in the recording, and that Clerk Garcia is interested in acquiring one for the Town of Saguache. Trustee Terrell volunteered to research the options for a digital recording system.

Maintenance Report:

Written Report:

Discuss/Approve Chlorination system for the water system: Maintenance Dan Pacheco explained that what is needed first is a design for the chlorination system, done by an engineer and approved by the health department. The Board agreed to have that done this year using the money budgeted, and then the actual work will be done starting next year.

Seasonal Help: Mr. Pacheco brought an ad for the summer positions, to be run in the Saguache Crescent. The Trustees agreed that Mayor Jones, Trustee Quintana and Mr. Pacheco will do the interviewing. Mr. Pacheco mentioned that he has job descriptions for himself, Mr. Martinez and the seasonal positions. They will be in the Board packets for the April meeting, so they can be approved at that meeting. There was discussion of the schedule and requirements for the seasonal positions.

CDPHE Information: Mr. Pacheco reported that the person processing the Town's application at the Colorado Department of Public Health has retired, and the Department has lost our paperwork. Engineer Sara Bergstrom has requested in writing that it be

given to Andrew Rice when it is found. Mr. Pacheco mentioned that Clerk Garcia sent a letter to Fred Hand without showing it to him first.

Mayor Jones thanked the Chamber of Commerce for coming to the meeting, and stated that the Board of Trustees appreciates their work on behalf of Saguache, and that the Trustees support them and the businesses in town.

Adjournment: There being no further business; the meeting was adjourned by Mayor Jones at 9:20 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Milton Jones, Mayor

ATTEST:

Therese Garcia, Town Clerk