

TOWN OF SAGUACHE
Board of Trustees
Regular Session
March 16, 2015

The Town of Saguache Board of Trustees met for a Regular Session on March 16, 2015, with Trustees being present as follows:

Greg Terrell, Mayor	Present
Kate Vasha, Mayor Pro Tem	Present
May Engquist, Trustee	Present
Joel Johnson, Trustee	Present
Luana Lovato, Trustee	Present
Andrew Virdin, Trustee	Present

Town of Saguache employees present as follows:

Therese Garcia, Town Clerk	Present
Lacy Reed, 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: Carla Quintana, Belinda Zink, Terry Gillette, Carla K. Gillette, Christine Gydesen, Leigh Ann Duncan, Don Geddes, Byron Williams, Carita Ginn, Barbara Vigil, Chuck Tidd, and Ruth Horn.

Call to Order: Mayor Terrell called the meeting to order at 6:30 p.m.

Moment of Silence and Pledge of Allegiance: Led by Mayor Terrell

Additions/Deletions to the Agenda:

Add Under Old Business: Mayor Pro-Tem Vasha adds “Computers”

Delete from the Citizens Comments: Mayor Greg Terrell removes ScSEED “Ranching Celebration”.

Consent Agenda:

The consent agenda includes the Regular Session minutes for February 17, 2015 and Special Session on February 23, 2015; and March List of Bills; Clerk’s Report (written); Maintenance Report (written)

MOTION by Trustee Johnson; Second by Trustee Virdin

Trustee Johnson moved to approve the consent agenda as presented.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Sheriff Report: Town Deputy Nobel Haven’s report covers 2/14/2015-3/15/2015; there were 176 work hours reported for the Town of Saguache. Work hours also are a reflection of other County deputies making call logs of their hours worked within the town. Deputy Havens also reported 609 miles put on the Town Patrol Vehicle while working within the Town. He also reports

assisting the County during this time with some calls. There were 6 citations issued for failing to stop at STOP signs and speeding; there was also 1 summons for trespassing. There were 13 other reports for various incidences such as theft. He also added that civil calls for service are unfortunately not documented as well as they should be so he's left that part of the report N/A for right now. He said there were no ordinance tickets as of yet. Deputy Havens also stated he's been warning people for a very long time about parking and that he's going to start enforcing this, for every incident, especially on 4th Street, this would be to keep the area safe, and entrances visible. Mayor Terrell asks that more patrolling be done on West Denver Avenue especially around 11am.

Deputy Havens responded that unfortunately he doesn't make his own hours and will patrol the area when he can. Trustee Engquist asked why are so many hours are spent at the sheriff's office, to which Deputy Havens responded that there for a while there were lots of issues in the jail where his assistance was needed. Trustee Engquist adds she feels this time spent at the Sheriff's Office takes away from Town patrol time; Deputy Havens agrees adding he is also a County deputy. Mayor Terrell gave a list to Deputy Havens of things that the Town would like to see done while he's patrolling in Town, including marking the Town Patrol Vehicle. Mayor Pro-Tem Vasha would like to see the Town possibly have a large dog cage to use as a live trap so that Deputy Havens could set it up for residents who has complaints of dogs coming on their property at night bothering their livestock.

Review/Discuss Preservation and Rehabilitation of the Saguache Town Hall & Firehouse-

Belinda Zink: Belinda Zink joined the Trustees meeting table to share plans for the Town Hall; Mayor Pro-Tem Vasha added that this all started with a historic structure assessment for the Town Hall. Belinda Zink mentioned that this project just covers the exterior rehabilitation of the building, and not the interior; she adds this is because there are questions on what the Town may want to do with the interior that could affect some things. Belinda Zink shared with the Trustees the Boundary survey map, and the TOPO survey map. Belinda Zink feels that drainage needs to be addressed with down spouts or other drainage; as water is of concern causing structural damage. She said that one of her proposals would be to make the Handicap ramp from the side of the Town Hall to wrap around and come in at the backdoor entrance of Town Hall, and would be fully Handicap accessible, while also giving the building a more a historic look by not obscuring the front entrance. Another part of that would be adding dry zones to west area to help protect the masonry at the bottom of the building. She added that they would have to excavate in order to create the dry zones, but that it would also help establish the slope away from the building, while also keeping you from planting in those areas, and more control with down spouts and splash blocks. She shared a floor plan of what could be done with the inside of Town Hall: adding a hallway that would lead from the front of Town Hall into the firehouse; she added that both areas would still share the same floor and ceiling heights. Restrooms would also need to be remodeled to be more easily handicap accessible. Mayor Terrell then asked her about what the exterior of the fire house portion will look like. Belinda Zink responded that when she brought up the extension of the East side to the State Historical Fund that they responded negatively about putting money into it themselves. Belinda Zink asked the Trustees to please get back with her after their next work session. Belinda Zink said that she found a company W.F Norman who are able to replicate and fix shingles on the roof. She also added that with maintenance the roof could last another hundred years. Mayor Pro-Tem Vasha asked what the time line is for getting started on exterior restoration; Mrs. Zink responded that she's already started on the construction documents. Mayor Pro-Tem Vasha also added that the Town has another go round in October to put in for grants with the State Historical Fund, so she's think by then the Town needs to come up with a plan for the next steps to take. She added that she should be done with construction documents in about 6 weeks.

Assignments and Commitments Review: Qualifications Town Board members- Kate, Rese & Gene – May Meeting – January 2015: table till May 2015:

Discuss future workshops (emergency preparedness, water treatment, water/sewer rates, sidewalk policy, Gary Hill property, personnel evaluation:

Citizen Comments:

Chuck Tidd – Request clean ditch on 9th Street: Chuck Tidd said when he purchased his property he doesn't remember their being a problem, but now feels that the ditch on the west side of 9th Street is not being maintained and causes large mud holes that are interfering with his construction work, while water is also traveling up to about 2 inches from the foundation of his home. He reported that the water is no longer draining well. Chuck Tidd also stated that Tim Lovato had spoken with him and told him that when he had been water commissioner the ditch had been maintained, and there were no problems. Public Works Director Dan Pacheco responds that a lot of the water in that area is from the sub water, and also says that ditch did not run when Tim Lovato was water commissioner; and that the sub has always been a problem in that area that's why it has a sub drain. Mr. Pacheco also stated that it has been dug out as much as it can be, but it does need some of the willows removed; he also said that digging down will only cause more sub water to rise. Danny Pacheco is going to look at it and see what he can do to make sure that water is moving. Mayor Terrell adds that it's normal to see sub water in that area. Chuck Tidd adds that he feels that water seems to have risen since last year; he adds that anything the Town could do he would greatly appreciate it. Dan Pacheco adds that he will do all that he can to help with the situation.

Review/Discuss/Approve Town of Saguache Community Grant (1) – Cindy Archuleta and Carla Quintana: Carla Quintana asked that since there are no restrooms outside the park at this time, if it would be possible that the Community Building be unlocked so that the indoor restrooms could be accessible to the children and families attending the Easter egg hunt. Mayor Pro-Tem Vasha responded that it would only be right to allow them to use the Community Building restrooms since the outdoor facilities have been ripped out. Mayor Terrell gave a thank you to Cindy & Carla for putting together the hunt.

MOTION by Trustee Virdin; Second by Trustee Engquist

Trustee Virdin moved to approve the 2015 Town of Saguache Community Grant to Cindy Archuleta & Carla Quintana for the Easter Egg Hunt on April 5, 2015.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Review/Discuss/Approve Liquor License Renewal – Ute Theatre- Christine Gydesen: Mayor Pro-Tem Vasha mentioned that community members have come to her with complaints that people were drinking on the sidewalks outside of the Ute Theatre. Christine Gydesen responds that her liquor license does allow liquor outside but not beyond the awning where table & seats are placed, and that she's always sure to let guests know not to have their drinks outside beyond the awning or going onto the sidewalk. Mayor Terrell also said that with pocket park on 4th street people drinking on sidewalks would be of great concern. Christine Gydesen again said that she is adamant about letting guests know not to take their alcoholic drinks beyond the awning.

MOTION by Trustee Johnson; Second by Trustee Lovato

Trustee Johnson moved to approve the Liquor License Renewal for the Ute Theatre.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Barbara Vigil – Discuss water tank – water under trailer: Mayor Terrell began by letting Barbara Vigil know that the Town Trustees did receive her letter, and that they have read it. Public Works Director Dan Pacheco said that there is a problem and that the snow does melt and run down into her property. Mr. Pacheco said that they have looked into things, and what happened the night it flooded is that the relay system went down to the water tank. Mr. Pacheco reported that Public Works has addressed the problem by installing an alarm system to that will notify Public Works, and Town Hall workers to respond to the relay system to shut it down to avoid a spill, or another accident. Town Clerk Garcia stated that the area is a flood plain area. She also added that the Town cannot control the snow melt; Mr. Pacheco added that if they were to try and dig a ditch that it would cause the water to move to another area and flooding another residence. Mayor Pro-Tem Vasha asked that the Town check with the Town Engineers to see if there is something that can be done to eliminate the problem while not pushing the problem to another residence.

Ordinances/Resolutions/Public Hearings:

Review/Discuss/Approve Resolution 2015-1 – A Resolution setting forth the Town of Saguache’s Commitment to Obesity Prevention: Mayor Terrell asks if anyone has any comments. Town Clerk Garcia says that Resolution 2015-1 was created by the Town Attorney Eugene Farish.

MOTION by Trustee Virdin; Second by Trustee Engquist

Trustee Virdin moved to approve the adoption of Resolution 2015-1 – A Resolution setting forth the Town of Saguache’s Commitment to Obesity Prevention.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Attorney Report:

Review/Discuss/Approve Sheriff Contract: Town Attorney Farish stated that the only thing he noticed is there really is no amount cap for payment. He says it most contracts it will say amount for payment. Town Clerk Garcia says that she can watch the dollar amount and if the Town is getting close with the budget that she will notify the Trustees.

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

Mayor Pro – Tem Vasha moved to approve the Sheriff’s Contract as submitted.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Review/Discuss/Approve Independent Contract Agreement Renewal – Fred Hand – Southern Colorado Water Operations: Town Clerk Garcia stated that the contract comes back every year for renewal.

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

Mayor Pro –Tem Vasha moved to approve the Independent Contract Agreement Renewal with Fred Hand at Southern Colorado Water Operations.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Update Coleman Land: Mayor Terrell reports that the Coleman’s have gotten back with Anne Nielson and are starting to move forward with this. They are just trying to make sure that Polly Coleman’s tax situation will not be affected with any transaction.

Discuss Land use regulations: Attorney Farish reports that he met with the Planning Commission on March 10th, and the consensus was to go ahead with the draft and regulations and to move forward. It’s a start and gives us a chapter to build on later on. It will be going into the

codification draft, if anyone has any comments on it to let him know. Town Clerk Garcia reported that she and Public Works will be sending in water information to be added into the codification. Dan Pacheco also said that he can create a map with street names, and where water/sewer lines run within the Town.

Ask for Executive Session – Discuss Real Estate matter – Kate & Greg:

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

Mayor Pro-Tem Vasha moved to approve to going into executive session to discuss the purchase, acquisition, lease, transfer, or sale of real property interest under C.R.S. Section 24-6-402(4)(a); and for conference with the Town Attorney for the purpose of receiving legal advice on specific legal question under C.R.S. Section 24-6-402(4)(b);

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Viridin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

It's March 16, 2015, and the time is 7:40 PM. For the record, I am presiding officer, Greg Terrell. As required by the Open Meetings Law, this executive session is being electronically recorded.

Also present is Town Attorney Eugene Farish, Trustee Andrew Viridin, Trustee Joel Johnson, Trustee Luana Lovato, Trustee May Engquist, Mayor Pro-Tem Kate Vasha, Town Clerk Therese Garcia, Public Works Director Dan Pacheco, Deputy Clerk Lacy Reed, and Mayor Greg Terrell.

This is an executive session for the following purposes:

To discuss the purchase, acquisition, lease, transfer, or sale of real property interest under C.R.S. Section 24-6-402(4)(a); and for conference with the Town Attorney for the purpose of receiving legal advice on specific legal question under C.R.S. Section 24-6-402(4)(b)

I caution each participant to confine all discussion to the stated purpose of the executive session, and that no formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.

Attorney Farish: As town Attorney, it is my opinion that the discussion of the matter announced in the motion to go into executive session constitutes a privileged attorney-client communication. I am, therefore, recommending that no further record be kept of this executive session.

Mayor Terrell: The Town attorney has recommended that no further record be kept of this executive session. The time is now 7:43PM and I am turning off the tape recorder at this time.

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

Mayor Pro-Tem Vasha moved to approve to come out of executive session.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Viridin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

The time is now 8:03 pm, and the executive session has been concluded. The participants in the executive session were: Town Attorney Eugene Farish, Trustee Andrew Viridin, Trustee Joel

Johnson, Trustee Luana Lovato, Trustee May Engquist, Mayor Pro-Tem Kate Vasha, Town Clerk Therese Garcia, Public Works Director Dan Pacheco, Deputy Clerk Lacy Reed, and Mayor Greg Terrell.

Mayor Terrell: For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask you to state your concerns for the record. Seeing none, the next agenda item is Boards/Committees Reports.

Boards/Committees Reports:

Recreation Board – Quarterly:

Discuss Recreation Board events for 2015: Ruth Horn reported that in January letters were sent out to the Recreation Board Members. She only received one of those back, so an actual meeting has not been set. The youth sports are still under the Recreation Board, and would like to hear word on what's going on with this program. Ruth Horn also reported being asked if Recreation Board was still going to continue having the Flea Market; she's suggesting no to this. Ruth Horn also reports that a grant was turned in for the Pow Wow; the grant is for \$4,000.00, and they'll also have carryover from last year's grants putting the total at \$5,200.00. The brochure for Pow Wow is also being redone. There is still not a date set for the Pow Wow as Ruth Horn is waiting to hear back from the Blue Horse Drum group before setting the date. Pow Wow's focus this year for advertising is not on tourism. Ruth Horn said that the Chamber of Commerce has been very gracious in adding Recreation Board events to their calendar, so in return they are going to run their ad in the Pow Wow brochure. She emphasized on how grateful the Pow Wow is to the Chambers of Commerce. Mayor Terrell suggested that a motion be made for a letter of support for the Pow Wow's sales tax grant.

MOTION by Trustee Engquist; Second by Trustee Johnson

Trustee Engquist moved to approve a letter supporting the Pow Wow in their sales tax grant.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Ruth Horn also reported that from what she understood the Community Thanksgiving Dinner will no longer be done by the Recreation Board; what she suggests doing is writing a letter to send to our local churches to see if they would like to sponsor the Thanksgiving Dinner. She asked should they not want to be involved with doing the dinner, what would the Town Board of Trustees like for her to do? Trustee Engquist responded that should no other groups want to take it over than the Town will have to drop it as decided, but should keep looking for other groups that would like to take it over. Mayor Pro - Tem Vasha also asked why fees aren't waived for Community Building rentals for such events. Town Clerk Garcia responded that in the Community Building rental form it states as per Boards decision that fees be waived for no one. She also stated that if they want to waive the fees that will have to be taken out of the form, as she has always had that concern that rental be waived for funerals; as that is when people are struggling, and need help the most. Trustee Virdin said that should a church want to take over the Community Thanksgiving Dinner he feels the rental fee should be waived. Mayor Pro-Tem Vasha said that in regards to the letter being sent out that the Town should not waive the fee. Mayor Terrell said he feels that this is something that will come up again and feel that it should be addressed when developing new policy and procedure for Community Building, and Otto Mears rentals, and feels everyone should be open to waiving some of these fees.

Christmas tree lighting is another event Ruth Horn needs more information on from Town Trustees. Mayor Pro-Tem Vasha said she feels that the Christmas tree lighting should be a Board

function; Trustees agreed. Ruth Horn asked Carita Ginn to join the Trustee Table; Carita reported that the Fire Department will be roasting and selling chilies. Town Clerk Garcia reported that the roaster was bought with Recreation Board funds and they will need to create some kind of form making the fire department responsible for replacing or repairing the roaster should it be damaged; Attorney Farish will be putting the document together.

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

Mayor Pro – Tem Vasha moved to approve that the Saguache Recreation Board stay partners with Fall Festival; with the understanding that all the Recreation Board will be offering is the use of the facilities.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Ruth Horn also reported that at the Chamber of Commerce scheduling of events there was feedback that the Town should sponsor other events particularly in the winter months. Mayor Terrell feels this should be discussed at the Trustees next work session. Ruth Horn also said that the Recreation Board has workout equipment at BEBOP exercise studio, and feels that it's not being overseen. Town Clerk Garcia reported that the workout equipment was purchased with Recreation Board funds; maybe they could be leased out or returned. Mayor Pro-Tem Vasha advised more discussion before taking any action. She asked how we can monitor this since it is Recreation Board equipment; do we ask them for quarterly report that gets passed down to Trustees. She asked that she be advised when more discussion, and decision has been made.

Discuss using Valley Publishing for Advertising: The Chamber of Commerce will be donating the advertisement, so Recreation Board will not buy into Valley Publishing ad.

Discuss Memorial Day: For this year's Memorial Day celebration the Recreation Board's main concern is with insurance around streets and park. It looks to be like a great event this year being held on a Saturday. The Museum is having their celebration on Sunday. Mayor Pro-Tem Vasha asks if anyone to the Museum has been spoken to; in order to confirm that events are being held on different days. Carita Ginn reports that communications have gone on as far as she knows. Ruth Horn said she's hoping that vendors will stay all weekend long for all festivities.

Historic Commission Quarterly Report: Mayor Pro-Tem Vasha announced that the main thing they need to discuss is that there is the awards ceremony May 6th in Denver. The town is getting an award for "most Improved Most Endangered Place". She reports talking to a woman at Colorado Preservation Inc. who is allowing the Town three slots to attend. What she needs to know is who would like to go; she suggests that Kim Smoyer should be offered a slot. Mayor Terrell reminded the Trustees that at one time Saguache's downtown was the states most endangered list. Mayor Pro-Tem Vasha said she'll attend, and will also invite Kim Smoyer, and Town Clerk Garcia will attend the Awards Ceremony May 6th in Denver.

Review/Approve Letter of Interest for Historic Commission Members (3)

The Trustee had reviewed the letters that were in their packets.

MOTION by Trustee Engquist; Second by Trustee Virdin

Trustee Engquist moved to approve the addition of Amber Johnson, Adrienne Garbini, and Leigh Buniger as Historic Commission Members

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Otto Mears Park & Community Building Update: Mayor Terrell reports that the Community Building Committee is moving ahead. They've done a survey and also gotten survey results those back. Mayor Pro-Tem Vasha has submitted for a historic assessment; until then a list of what can

do before the assessment has been made. There is now a timeline with assignments for everyone to be involved with on that committee. The committee will be meeting again this month, and in April. Mayor Terrell encourages that anyone with thoughts or question to come to him to ask.

Vista Grande Update:

Patricia Miller – current status of Draft Master Plan: Patricia Miller reported that the draft has been edited for the 3rd time by multiple people; she hopes this is the last time going through it. There has been a tremendous amount of errors punctuation, poor wording, and omissions. The document was sent back to Mimi Mathers then back to her with only half of the corrections made. Ms. Miller says she wants this document to be completed in such a way that she could hand it to someone else and they could run with it; she feels it could be weeks before it gets there. She does not think the document should be accepted as final until everything is in the document. Mayor Terrell reports that this document is costing \$35,000.00 paid for by GOCO, it's this Board's job to demand that this document be done to high quality standards, and do not except until it's satisfactory. He reminds everyone that this document will be the base for all grant submission and needs to be executed with the highest quality. Trustee Johnson asks can we have a face to face, She Miller agrees; this was also something she was going to recommend. She said that she wants Mimi to understand that document needs to a plan, not an idea. Mayor Terrell said for many items in the document such as prices of equipment; they don't have any basis for where the cost is being based from, or why. This document is needed to complete Vista Grande, it should be a complete road map; also it's barely touched on sustainability. Pat Miller suggest that Trustee Engquist, Mayor Terrell, and herself handle the face to face, and will update the Trustees at the next Board Meeting in April.

Update on Quality of Master Plan & GOCO Comments: *See Vista Grande Update*

Ask about progress plans and timeline at Vista Grande for road, parking area, and clean-up: Patricia Miller suggested having some boundary lines made out between Byron William's property, and BLM's. Mayor Pro-Tem Vasha said I know we want people being able to go out there but we can't be into too big of hurry; as signage has now become an issue. Public Works Director Dan Pacheco based the parking area off the initial draft, and Main Street parking areas, but if what they are wanting is camping areas it would be nice to know what Mimi wants at Vista Grande. He's says once they get the final draft they will get the work done out at Vista Grande. Mayor Terrell agreed once the master plan is complete we can really start moving forward. Mr. Pacheco also said the reservoir part is cleaned up enough and thinks that it would be nice for people to go out to that area for the history. Mayor Terrell also reported that we have missed the grant cycle for noxious weeds. Town Clerk Garcia suggested that maybe the Fire Department would like to burn the noxious weeds at Vista Grande for training. Dan Pacheco will take Trustee Johnson, and Trustee Luana out to Vista Grande at 9 am on Saturday.

Discuss ScSEED request on Round-up Riders grant funds and MOA schedule public meetings to review draft and tours: Mayor Terrell reported that ScSEED still has funds left from the Round-Up Riders grant. ScSEED has sent a request that those funds be used to purchase signage and we put that the signs are donated from ScSEED with their logo. Mayor Terrell said that he finds it unethical to do so as that money came from Round-Up Riders. When looking back at the budget of what those funds were supposed to be used for, he feels that they should not accept anymore funds from that as it would be unethical. Patricia Miller reported when she called ScSEED to find out about how much money was left from the grant knowing that the grant was given for \$4,123.00 remaining from the original grant of \$5,000.00 so she asked how much was remaining and would it be available for Vista Grande to use for signs, and was told there is not \$4,123.00, there is only 3,000.00 left; and that was also when then requisite was made to put ScSEED's logo and website on the signs. Mayor Terrell again stated it would very unethical to go forward with

any more funding from the grant; because if anyone's logo and website should be put on the signs it should be the Round-Up Riders as they gave the grant. This was a grant that ScSEED put in on behalf of the Town without the Town's permission. Mayor Pro-Tem Vasha suggests writing up a letter to extricate ourselves from this, and have Attorney Farish look it over.

Old Business:

Schedule next retreat and location: Next Trustee Retreat has been scheduled for June 11, 2015 from 9am-12pm at the offices of Road & Bridge.

Discuss Century Link 2 wire channel: Mayor Terrell reported that he talked Wes Moore's at the fire department that has an idea; he also reported receiving the Town's proposal. He talked about next fall putting in for a sales tax grant to help pay to have the sirens moved to the Fire Department, which will cost around \$6,500.00. The Fire Department Board is willing to come to the next Town Board Meeting. Town Clerk Garcia asked if turning off our relay line will affect their line. Mayor Terrell said he believes it would. He also reported that the sirens do belong to the town. Town Clerk Garcia suggested the Town donating them to the Fire Department, Mayor Terrell responded that before we can give them to the Fire Department their board needs to meet to discuss it. The Fire Department will meet April 1st, and then come to the next scheduled Town Board Meeting to discuss the two wire line.

Discuss trash on Town property: Trustee Lovato said it's not just trash it people encroaching on town property. Dan Pacheco reported that it falls back on our town deputy giving out ordinance violations. Town Clerk Garcia stated ordinance violation given to the Town Deputy where never given. Trustee Lovato said there have been no consequences for the people who not cleaned up the mess. Trustee Lovato said that it's not only a problem with trash, its cars upon cars, refrigerators, trailers and swing sets. Town Clerk Garcia stated it's up to this board; in the past and currently the Town Board has focused on over grown weeds. Trustee Lovato brought up looking back at doing zoning. Mayor Terrell says that this something that will need further discussion. Trustee Lovato suggested adding it the next retreat.

Discuss Computers: Deputy Clerk Reed reported that she had sent an email to Sara Morris; who is the San Luis Valley Apple store sales representative to request a quote for upgrading the computers systems at Town Hall. She reported that she has not yet heard back from Sara Morris, so she put together a quote by visiting the Apple government store website. She reported that quote list given to the board does not include iCloud storage or QuickBooks for Mac, as these items are not available for pricing on Apple's website. Mayor Pro-Tem Vasha suggests talking to Sarah Frey at the library about QuickBooks as she's been very successful with getting free software or nearly free. Mayor Terrell asked about the iPad airs that would be purchased for the Town Trustees. Deputy Clerk Reed reported that the iPad air is the newest generation, and that there are two price listing that reflect the difference in gigabytes. She also said that apps are all available free in the app store such as Microsoft Word; she also said that keyboards can be purchased at amazon.com for a much more reasonable price for the iPad Air's. Deputy Clerk Reed also reported that it would cost around \$10,000.00 to upgrade the computer systems, and purchase iPad for Town Trustees to view board packets on. She will also share the official quote from Sara Morris at Apple when she receives it. Mayor Pro-Tem Vasha said she's buried in paper and that upgrading would be the way to go in eliminating this problem. Trustee Lovato would like more clarification to how the iCloud storage works, and if we would need two separate iCloud storage areas one for the Town Hall, and one for the Town Trustees.

New Business:

Review/Discuss/Approve Letter of Interest for open Trustee seat (1): Town Clerk Garcia reported that the deadline was Wednesday, March 11th at 4:30pm, at that point there had only been one letter submitted, and another from Terry Gillette on Friday, March 13th. Mayor Pro-Tem Vasha

said that there is dilemma here being that Terry Gillette submitted his letter of interest on Friday, March 13th after the deadline.

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

Mayor pro – Tem Vasha moved to approve Steve Lowe’s application that was submitted before deadline.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Discuss Tree Board: Advertise for members/reorganize: Mayor Terrell reported that the Tree Board will be putting an advertisement in the paper for Tree Board openings, and for Tree City USA as Saguache has been recognized.

Discuss Park restroom: Bid/timeline: Dan Pacheco reported he has not received any bids at this time. The bid line will open Monday, March 22, at 3pm.

Discuss use of funds for emergencies: Mayor Terrell mentioned to the Trustees that there was an emergency with the water tank, and that the relay system went down. He said that Dan Pacheco had to take immediate action where funds had to be spent going over \$1,000.00. Mayor Terrell said that we need to set a policy for when this kind of things happens for Public Works to be able navigate through emergencies; when funds are only allowed without approval for \$1,000.00. Dan Pacheco asks if when emergencies come up if he can get okay for purchased from Mayor or Mayor Pro-Tem to approve purchases.

MOTION by Trustee Johnson; Second by Trustee Virdin

Trustee Johnson moved to approve that Dan Pacheco can call the Mayor or Mayor Pro-Tem for approval when needing to make emergency purchases; with purchases being reported to Town Trustees at the following board meeting.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Discuss/Approve CML Conference/Scholarship/Who will attend: Mayor Terrell stated that the Town did receive a scholarship for the CML Conference. The Town is able to send three Trustees. Mayor Terrell says that he would like to make sure that Town Clerk Garcia attends. Along with the scholarship if they went to two people per hotel room it would reduce cost. Mayor Terrell said he would like to attend this year, along with Trustee Engquist, and Town Clerk Garcia. Mayor Terrell feels this is very valuable, and beneficial to the Town.

MOTION by Trustee Johnson; Second by Trustee Lovato

Trustee Johnson moved to approve Funding for 2/3 of the CML Conference cost for Town Clerk Garcia, and Mayor Terrell.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

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

Discuss Rural Philanthropy Days {RFD} – Listening Tour in Crestone on April 24th – need to plan presentation: Mayor Terrell reported speaking with Amanda from RFD, who informed him that the Town of Saguache is in the listing. He reported that basically RFD has two questions. One is to describe our town; question two is what are the problems or issues facing our town that they can help with. Mayor Terrell asked who would be available to represent the town at RFD on April 24th. Mayor Terrell and Trustee Virdin will be representing for the Town of Saguache at the Rural Philanthropy Days.

Discuss San Luis Valley Council of Governments: Mayor Terrell reported that the Town received an invoice from COG for the sum of \$754.00. Mayor Terrell says the thing is that the Town had

joined them, and then had quit as they were of no benefit to the town, and feels that we should continue down this course.

Discuss Deputy Clerk temporary help in April: Town Clerk Garcia reported that the Deputy Clerk Reed will be gone April 14th-17th to compete for the Mrs. Colorado title in Denver. She mentioned that Caroline Irwin will be able to cover minimal hours during the days that the Deputy Clerk is gone; also adding that if they look in there board packets the hours that Caroline Irwin is able to work have been submitted by the Deputy Clerk in calendar form. The Trustees agreed this would be fine.

Discuss 3 month evaluation – Deputy Clerk: Mayor Terrell reported that when Deputy Clerk Reed was hired the Trustees had let her know that she would up for possible raise after a 3 month evaluation. Mayor Terrell reported that he feels Deputy Clerk Reed has done an outstanding job for the Town catching on in less than 3months.

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

Mayor Pro- Tem Vasha moved to approve to approve a raise to \$12.25 an hour for the Deputy Clerk Lacy Reed effective April 1st.

Vote as follows: Trustee Engquist – Aye; Trustee Johnson – aye; Trustee Lovato – Aye; Trustee Virdin – Aye; Mayor Pro Tem Vasha – aye; Mayor Terrell - Aye

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Trustee Comments:

Discuss new hires- long range plan: Tabled for next work session.

Trustee Lovato: Trustee Lovato reported that she will be out of town March 25th-April 15th.

Mayor Terrell: Mayor Terrell mentioned that at the April Meeting the Town will need to let John Werner know one way or the other about the building for the bricks. Mayor Terrell said he will speak to John Werner, after he gets more information from a salvage yard that maybe interested in the purchasing of the home for the bricks.

Reports:

Clerk's Report: Workshop and Special Session to be scheduled to discuss the Town Hall's Documents for meeting room, and bids for bathrooms; the Special Session to be scheduled for March 30th, at 6pm. Trustee Lovato will call in for the meeting.

Maintenance Report:

Adjournment: There being no further business, the meeting was adjourned by Mayor Terrell at 9:52 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Greg Terrell, Mayor

ATTEST:

Therese Garcia, Town Clerk