

TOWN OF SAGUACHE
Board of Trustees
Regular Session
October 21, 2013

The Town of Saguache Board of Trustees met for a Regular Session on October 21, 2013, with Trustees being present as follows:

Kate Vasha, Mayor	Present
Greg Terrell, Mayor Pro –Tem	Present
May Engquist, Trustee	Present (Arrived at 8:19p.m.)
Ruth Horn, Trustee	Present
Joel Johnson, Trustee	Present
Carla Quintana, Trustee	Present
Tony Sandoval, Trustee	Absent

Town of Saguache employees present as follows:

Therese Garcia, Town Clerk	Present
Miracle Gomez, 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: Ron Gilbertson, Saguache Volunteer Fire Department; Tristen Van Zalinge, Saguache County Sheriff Department; Carita Ginn, Saguache Chamber of Commerce; Hillary Conroy; Robert Lambert, Saguache Volunteer Fire Department; Kathy Geddes, Planning Commission; Julie Innes, Recreation Board; Kristie Arredondo, Recreation Board; Randal Arredondo, Recreation Board; Laura Montoya, James Montoya, and Pat Miller.

Call to Order: Mayor Vasha called the meeting to order at 7:00 p.m.

Moment of Silence and Pledge of Allegiance: Was led by Mayor Vasha.

Agenda Approval—Add or Delete Items from the Agenda:

Add under Attorney Report: discussion of Viaero Wireless

Consent Agenda:

The consent agenda includes the minutes for the Regular Session minutes for September 16, 2013; Special Session minutes for September 19, 2013; Special Session minutes for October 7, 2013; October List of bills. Mayor Pro -Tem Terrell would like to move the Town bills.

MOTION by Trustee Horn; Second by Mayor Pro – Tem Terrell

Trustee Horn moved to approve the consent agenda as amended.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Horn – aye; Mayor Pro – Tem Terrell – aye; Mayor Vasha- aye

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

Mayor Pro – Tem Terrell had a question about the William Engineering bill, Voucher # 13-396, Check # 292. He would like to know if this is coming out of the Sales Tax Grant fund. Clerk Garcia informed Mayor Pro - Tem Terrell that yes it is coming out of the Sales Tax Grant fund.

MOTION by Trustee Johnson; Second by Trustee Quintana

Trustee Johnson moved to approve the October List of Bills.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Horn – aye; Mayor Pro – Tem Terrell – aye; Mayor Vasha- aye

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

Citizen Comments:

Volunteers Fire Department – Fire Department Representative: Discussion on hydrant inventory and fire competition: Robert Lambert is requesting that the Fire Competition be held here in Saguache. There was general discussion on the process of the Fire Competition. Mr. Gilbertson will get with the Mountain Valley School to see if they can use the bleachers. They would like to setup the bleachers on the lawn of Baptist Church for spectators. Mayor Vasha would like the Fire Department to notify the residents on Pitkin Avenue. The fire department needs to fill out park permit in 2014.

MOTION by Trustee Horn; Second by Mayor Pro – Tem Terrell

Trustee Horn moved to approve the Fire Department to sponsor the Fire Competition on Pitkin Avenue in June 2014 with the provisions that were discussed.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Horn – aye; Mayor Pro – Tem Terrell – aye; Mayor Vasha- aye

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

Fire Chief Gilbertson stated that depending on if they are accepted it could be next year or the year after that.

Discussion on hydrant inventory: Chief Ron Gilbertson went through the hydrant list with the Trustees. Chief Gilbertson will help the Town by checking the hydrants and create a list. Dan Pacheco would like to go through the list quarterly. Chief Gilbertson and Dan Pacheco will set up a time to get together. Chief Gilbertson will open the hydrants once a month. Chief Gilbertson has been keeping a list of hydrant that have been used and how many gallons have been pumped out. Chief Gilbertson will bring a list of hydrants to the next Board Meeting. The Fire Department will now be a member of the Chamber of Commerce.

Sheriff Report:

There was general discussion about the need for a full time officer that works for the Town. Mr. Van Zalinge agrees that there is a need for the Town to hire a full time officer. Mr. Van Zalinge will get with Mike Norris and have the figures for a new officer for the Board by the first week in November.

Ordinances/Resolutions/Public Hearings:

Attorney Report:

Discussion specifics to be put in Memorandum of Understanding between Town & Saguache Chamber: north side of information board: The Saguache Chamber would like to know which two panels they can use and what they are allowed to put up. Mayor Vasha and Clerk Garcia will get together and come up with the specifics and give them to Attorney Farish to make a draft. This will be discussed in the future.

Discuss Viaero Wireless: The Trustees discussed the road to the Viaero tower. The Trustees would like Dan Pacheco to have our engineer come out to the site. Attorney Farish will contact Ed Gonzales and inform him about the Town's concerns. The Trustees would like Dan Pacheco to put up a gate to the property until Viaero comes in to compliance.

Boards/Committees Reports:

Recreation Board Update: Quarterly Report: There was general discussion on Pee Wee sports. The Trustees would like a Recreation Board member at every game. If there is a time when a Recreation Board Member cannot make a game they will ask a Trustee to fill in for them. The Trustees would like Clerk Garcia to put an article in the News from Town Hall for letters of interest to serve on the Recreation Board. There was discussion about the need to do a background check on all Recreation Board Members. The Trustees would like the coaches to become a member of the Recreation Board. The Recreation Board will keep the Trustees informed on any needs that they have. The Trustees would like the Recreation Board members to come to the meeting with CIRSA. The Recreation Board will know about the Sales Tax Grant on October 30th.

Discuss Thanksgiving Dinner: The Thanksgiving Dinner will be held on November 24, 2013 at 5:00 p.m. The Recreation Board is requesting that all Trustees prepare/cook a turkey for the Thanksgiving Dinner. Mayor Vasha will greet all residents attending the dinner. Mayor Vasha would like the Recreation Board to ask Pastor Mark to speak at the dinner and to also ask the other churches to participate.

Discuss Powwow: Mayor Vasha would like to table this discussion until the next Board Meeting on November 18, 2013.

Tree Board: Quarterly report: Dan Pacheco and Dwight Irvin have done an assessment on the trees in the Town. Dan will go through list and look at the budget. Their first priority is the trees that are causing safety issues for the buses drivers. The Tree Board will have another report for the Board at next month's meeting.

Discuss/Approve hiring of contractor – tree trimming: The Tree Board would like to hire Adams Tree Service. The Trustees are requesting that Adams Tree Service submits a proposal before they vote.

Old Business:

Vista Grande update: The Trustees would like Clerk Garcia to put an article requesting letter of interest for the Vista Grande Sub-Committee in the "News from Town Hall". Trustee Terrell spoke with Laura Archuleta and she would like to be an advisor for sub-committee. Dan Pacheco is going to write a letter that Steve Sanchez had anticipated that

the clean-up would be done. Trustee Engquist informed the Board that the Path to Parks concept paper was rejected.

Discussion – Community Building Kitchen: The Trustees had general discussion on the process that needs to be taken. Mayor Pro -Tem Terrell will get with the State Health Inspector to see what steps we need to take with this project. The Trustees also requested that Deputy Clerk Gomez look into grant opportunities that are available for this project.

Discuss Nuisance Code – discuss adding to nuisance code animal items; discuss workshop dates: The Trustee would like to have further discussion on this issue. Trustees would like to schedule two workshops for the beginning of January 2014. Mayor Vasha would like all Trustees and Staff to read the nuisance code, so we all get familiar with the code.

Discuss process – Codification: There was general discussion about the codification process. The Trustees agreed to let Mayor Vasha send an email to Attorney Farish letting him know of the process. The Trustees set the next codification meeting to be on November 4, 2013 at 5:00 p.m.

NOTE: Trustee Engquist arrived at the meeting at this time (8:19p.m).

Discussion on Mayor Position: There was general discussion about the different options Mayor Vasha has. Mayor Vasha will continue her role as Mayor and then make a decision on whether she will run again for Mayor or Trustee.

New Business:

Discuss Tree Lighting: The tree lighting will be held on December 7, 2013 at 5:30 p.m. The Trustees would like to have cookies and hot chocolate. The Trustees would like to ask the Chamber of Commerce if they would be willing to help with the festivities. They would also like to see if Christine Gydesen would like to have an event that day, and would Ms. Gydesen let us hold a reception in her building?

Discuss Work Request form - process: Mayor Vasha would like to table this discussion until next Board Meeting on November 18, 2013.

Trustee Comments: There were no comments from the Trustees.

Reports:

Clerk's Report:

Written Report: If any of the Trustees would like to attend the Leaders Luncheon, they need to let Clerk Garcia know, so she can make reservations. Clerk Garcia will add the letter of interest for the Recreation Board in the News from Town Hall.

Appoint Budget Officer: Therese Garcia

MOTION by Trustee Engquist; Second by Trustee Horn

Trustee Engquist move to appoint Therese Garcia as Budget Officer.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Engquist –aye; Trustee Horn – aye; Mayor Pro –Tem Terrell – aye; Mayor Vasha – aye

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

Schedule 2014 Budget Workshops: The Trustees decided on the following dates: November 7, 2013 at 6:30 p.m. for discussion on the General Fund. November 13, 2013 at 6:30p.m and November 19, 2013 at 6:30 p.m. The Town will adopt the budget on December 3, 2013.

Discuss/Approve language for State Historical Fund Grant: The Trustees approve the language for the State Historical Fund Grant. Mayor Vasha and Clerk Garcia will get together to write a response to the State Historical Fund Grant.

MOTION by Mayor Pro - Tem Terrell; Second by Trustee Horn

Mayor Pro -Tem Terrell move that we sign contact with them and we will move in that direction.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Engquist –aye; Trustee Horn – aye; Mayor Pro –Tem Terrell – aye; Mayor Vasha – aye

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

Discuss/Approve donation of skateboard half-pipe: Trustees would like the Clerk Garcia to send a letter to the Nazarene Church in Monte Vista, thanking them but we don't have a place for it.

General Discussion: The Trustee would like us to send a thank you letter to the School Board for the letters of support for the GOCO Grant.

Maintenance Report:

Written Report:

Discuss dirt pile on San Juan Avenue: Dan Pacheco advised the Trustees that the dirt pile on San Juan Avenue will be moved to 9th Street. Dan did apologize to James Montoya.

Discuss invoice – sewer roto-rooter: Public Works went out to look at the sewer line. The problem was under the resident's home. A private individual was hired by the home owner. The home owner would like the Town to pay for the invoice. The Trustees agreed that it is the home owner's responsibility to pay this invoice and not the Town's. The homeowner can come and speak with the Board if they have any further question or concerns.

Discuss RMS Utilities sewer work- bill: Dan Pacheco looked over invoice and was able to cut back our bill with RMS. Mr. Pacheco was able to save \$1800.00. Public Works would like Brian to submit a different invoice to Clerk Garcia.

Discuss Saguache County Road & Bridge – paving bill: Dan Pacheco spoke with Randy Arredondo about the extra cost of 15,559.20. Randy Arredondo had a meeting with former Mayor Milton Jones about change order. The time frame was a concern to Mayor Milton Jones. There was discussion about the procedure of making decision outside the Board. There was general discussion on which payment option would the Board like to do. The Trustees requested Clerk Garcia which option she feels is the best for the Town's budget. The Trustees agree that option two is in the best interest for the Town.

MOTION by Trustee Quintana; Second by Trustee Engquist

Trustee Quintana moved to accept option two from the memo submitted by Clerk Garcia.

Vote as follows: Trustee Quintana – aye; Trustee Johnson – aye; Trustee Engquist –aye; Trustee Horn – aye; Mayor Pro –Tem Terrell – aye; Mayor Vasha – aye

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

Executive Session (if needed): None was needed.

Adjournment: There being no further business, the meeting was adjourned by Mayor Vasha at 9:56 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Kate Vasha, Mayor

ATTEST:

Therese Garcia, Town Clerk