

**TOWN OF SAGUACHE**  
**Board of Trustees**  
**Regular Session**  
**November 18, 2013**

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

Kate Vasha, Mayor	Present
Greg Terrell, Mayor Pro – Tem	Present
May Engquist, Trustee	Present
Ruth Horn, Trustee	Present
Joel Johnson, Trustee	Present
Carla Quintana, Trustee	Present
Tony Sandoval, Trustee	Present

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: Ellen Cox; Sky Wright; Carita Ginn, Saguache Chamber of Commerce; Jean Collier; Lindy McDaniel, Saguache Works; Marge Hoglin, Saguache Works; Kristi Arredondo, Recreation Board; Pat Miller; and Hillary Conroy.

**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 Old Business – Discuss Community Building Kitchen

Add under New Business – Discuss grant - Mountain Valley School District

Add under Old Business – Memorandum of Understanding Kiosk and Chamber of Commerce

Delete under Attorney Report – Table discussion of legal representation

**Consent Agenda:**

The consent agenda includes the Regular Session minutes for October 21, 2013; Special Session minutes for November 7, 2013; November List of bills; and the Sheriff report.

**MOTION** by Trustee Horn; Second by Trustee Engquist

Trustee Horn moved to approve the consent agenda items as presented.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

**Saguache Recreation Board – Community Thanksgiving Dinner Update:** Kristi Arredondo from the Recreation Board came and gave an update the Trustees on the progress of the Thanksgiving dinner. Mrs. Arredondo informed the Trustees that all the churches have been contacted and everything is in order. Mrs. Arredondo is waiting to see if there are any more shut-ins that will need food delivered. All food that is being prepared needs to be delivered to the community building by 2:30 p.m. on November 24, 2013.

**Citizen Comments:**

**Volunteers Fire Department – Chief Ron Gilbertson: Discussion on hydrant inventory:** Chief Ron Gilbertson did a walk through with Dan Pacheco and Dave Martinez. There was discussion about which hydrates will need to be replaced. Mayor Vasha stated that the Board approved three new hydrants in the 2014 budget.

**Lindy McDaniel & Marge Hoglin – Saguache Welcome Center: Discuss Community events (Fiber Arts Workshop, Alfred Packer Festival; Dec. 7<sup>th</sup> Tree Lighting & Recipe Contest:** Lindy McDaniel and Marge Hoglin plan to serve hot chocolate and cookies at the Welcome Center for Holiday Tree Lighting. The Town and Saguache Chamber of Commerce will be providing cookies at the Ute Theatre. Ms. McDaniel and Ms. Hoglin will be having a recipe contest on December 14, 2013, as well as a Fiber Art Workshop on February 15, 2013. Lindy McDaniel and Marge Hoglin are in the process of planning an Alfred Packer Festival.

Ellen Cox, Sky Wright, and Jean Collier would like to have an ugly Christmas sweater run on December 8, 2013 at 4:00 p.m. All proceeds will go the Toy drive. There was general discussion about the toy drive and the ugly Christmas sweater run. The Trustees thought this will be great for the community.

Trustee Horn will work on getting all events coordinated and a poster with all events on it.

**Ordinances/Resolutions/Public Hearings:**

**Attorney Report:**

**Discuss Legal Representation:** This item was tabled for a future meeting.

Mayor Vasha would like to move the agenda around. Mayor Vasha would like to discuss Zoning, Viera Wireless, Xcel Energy Easement, and then Vista Grande – Coleman land.

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

Trustee Horn moved to approve that we move the agenda to reflect what Mayor Vasha indicated.

Vote as follows: Trustee Engquist – aye; Trustee Horn – aye; Trustee Johnson – aye; Trustee Sandoval – aye; Trustee Quintana – aye; Mayor Pro – Tem Terrell - aye; Mayor Vasha – aye  
VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

**Discuss/Draft Zoning Code:** There was discussion about the zoning. Marge Hoglin spoke to the Trustees about the zoning process. The Trustees have concerns about the public's view of the zoning, they would like to slow down and educate the public on zoning. Mayor Vasha would also like to have the zoning code explained in a more simple form. There will be discussion about the Town taking over the public process at the next Planning Commission Meeting. Attorney Farish would like to know if the Trustees would like to stop working on the zoning and just work on the Codification.

Attorney Farish will work on getting the Codification complete and Mayor Vasha wants to continue working on the nuisance code.

Review/Discuss/Approve Viaero Wireless Road Agreement: Dan Pacheco met with Ed Gonzalez on several occasions. Mr. Pacheco gave Mr. Gonzalez the road agreement that states how the Board is requesting the road to be fixed. Mr. Gonzalez is in agreement with the request from the Board. Dan Pacheco is proposing that Viaero do the work in phases. Once Phase I is done, he can go look at the work and approve it. Then they can start Phase II, which would be vegetation. Viaero is waiting for the Trustees approval to start repairing road. Dan Pacheco will amend road agreement to have phases and then give it to Attorney Farish to review agreement. Mr. Pacheco will submit the amended agreement to the Trustees at the November 25<sup>th</sup> special meeting. The Trustees would like Dan Pacheco to talk to Bob Williams with Williams Engineering to come up with alternative options for the fence.

Review/Discuss/Approve Public Service (Xcel Energy) of Colorado Easement: Dan Pacheco met with Darrell Lewis, Xcel Energy to discuss the easement. Xcel Energy would like to put a 12 foot power pole overhead from Town property to Viareo's property. Xcel Energy is asking for an easement from the Town to put up their power pole. The Trustees further discussed the request for the easement.

**MOTION** by Trustee Horn; Second by Trustee Quintana

Trustee Horn moved to approve the easement request from Xcel Energy as presented.

Vote as follows: Trustee Horn – aye; Trustee Johnson – aye; Trustee Quintana – aye; Trustee Sandoval – aye; Trustee Engquist – no; Mayor Pro –Tem Terrell – no; Mayor Vasha – no

VOTE: 4 – Aye; 3 – No; 0 – Abstain

*Motion passed.*

Vista Grande update: Discuss Coleman Land: The Trustees discussed the need for the Coleman Land and how it will contribute to the Vista Grande Project. The Coleman's will donate the land, but in return they do not want to pay water for in perpetuity. Attorney Farish recommends that the Town put a cap on the use of water. Dan Pacheco will talk to Craig Cotten with the Division of Water Resources about the Town's well permit. Mayor Vasha would like to table this item until Dan Pacheco talks with Craig Cotten.

Codification: The Trustees discussed the draft codification; clarification was needed in regard to Recreation Board section of article two. The Trustees would like it to say “up to 5 or more members”. This will be changed by the Attorney Farish.

There was discussion about Barbara Sibley wanting a survey easement. The Trustees and Town Attorney decided to let Ms. Sibley bring her concerns to the Board, if she would like to discuss this matter further.

**Boards/Committees Reports:** *These reports will be done at the December meeting.*

**Old Business:**

Vista Grande update: Discuss Coleman Land: *This item was discussed earlier in the meeting.*

The Town was awarded the Planning Grant with GOCO. It will not be official until December 10, 2013. The Trustees would like to put an ad in the newspaper announcing that we received that GOCO Grant and thanking everyone for their support, after it has been announced.

Discuss/Approve Letter of Interest – Vista Grande Sub-Committee: The Trustees reviewed the letters of interest.

**MOTION** by Trustee Horn; Second by Trustee Engquist

Trustee Horn moved to approve letters of interest for the Vista Grande sub-committee.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

Review/Discuss Work Request form process: The Trustees discussed the work request form process. The Trustees agreed that this is a good process to keep track of work requests from residents, and will let citizens know to come in a fill out a form when they have a request.

Discuss Powwow: The Trustees discussed the expenses for the 2013 Powwow. Trustee Horn is requesting from the Board that she be reimbursed \$328.89 from the Recreation Fund.

**MOTION** by Trustee Engquist; Second by Mayor Pro - Tem Terrell

Trustee Engquist moved to approve reimbursing Ruth Horn \$328.89 from the Recreation Fund.

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

VOTE: 6 – Aye; 0 – No; 1 – Abstain *Motion Passed*

Discuss/Draft Zoning Code: *This item was discussed earlier in the meeting.*

Review/Discuss/Approve Tree Board Items: There was discussion about quotes brought to the Trustees for approval.

Discuss/Approve Letter of Interest – Tree Board: Darrell Adams submitted a letter of interest to sit on the Tree Board.

**MOTION** by Mayor Pro - Tem Terrell; Second by Trustee Engquist

Mayor Pro – Tem Terrell moved to accept Darrell Adam’s letter of interest to sit on the Tree Board.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

Discuss/Approve Quote for Tree Trimming: Mayor Vasha suggested tabling the approval until the town receives the final quote; this will be addressed at the meeting on November 25, 2013.

Reminder – Codification Workshop – 11/25/2013: The Trustees were reminded about the Codification workshop on November 25, 2013.

**New Business:**

Community Building: There was discussion on the community building kitchen renovations. The Trustees agreed to just do upgrades on the community building kitchen and not make it a commercial kitchen at this time. Deputy Clerk Gomez will look for grants that will fund the renovations.

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

Mayor Pro – Tem Terrell moved to approve to upgrades the community building kitchen and to look for grants to help pay for the renovations.

Vote as follows: Trustee Engquist – aye; Trustee Horn – aye; Trustee Johnson – aye; Trustee Sandoval – aye; Mayor Pro – Tem Terrell - aye; Mayor Vasha – no; Trustee Quintana - abstain

VOTE: 5 – Aye; 1 – No; 1 – Abstain

*Motion Passed*

Discuss Tree Lighting: There was discussion about the tree lighting. The Chamber of Commerce and the Town will donate \$50.00 each to get the paper products.

**MOTION** by Trustee Sandoval; Second by Mayor Pro -Tem Terrell

Trustee Sandoval moved to approve \$50.00 to help pay for the paper products supplies for the tree lighting.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain

*Let the minutes reflect the Vote was unanimous.*

Discuss/Approve – Letters of Interest (2 letters) - Historic Commission: There were two letters of interest for the Historic Commission. The Trustees reviewed both letters.

**MOTION** by Trustee Engquist; Second by Trustee Horn

Trustee Engquist moved to approve the two letters of interest for the Historic Commission.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain

*Let the minutes reflect the Vote was unanimous.*

Discuss GOCO Grant – Mountain Valley School: There was discussion about the GOCO grant being submitted by Mountain Valley School. The school is asking for a letter of support, by **consensus**, the Trustees agreed that Kate will help do a letter of support for the school.

**Trustee Comments:** There were no comments from the Trustees.

### **Reports:**

Clerk's Report:

Written Report: Town Clerk Garcia will speak with Mike Norris, to schedule a time to meet with the Board to discuss the agreement for law enforcement.

Review/Discuss/Approve Optional Coverage through CIRSA for 2014: There was discussion about the optional coverage through CIRSA for 2014.

**MOTION** by Trustee Quintana; Second by Trustee Johnson

Trustee Quintana moved to approve optional coverage through CIRSA for 2014.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain

*Let the minutes reflect the Vote was unanimous.*

Discuss/Approve Health Insurance Renewal Change: There was discussion about the health insurance renewal changes.

**MOTION** by Trustee Horn; Second by Carla Quintana

Trustee Horn moved to approve the renewal date change on the employees' health insurance.

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

VOTE: 7 – Aye; 0 – No; 0 – Abstain

*Let the minutes reflect the Vote was unanimous.*

Discuss Annual Town Christmas Party: The Trustees discussed the Annual Christmas Party. The Christmas Party will be on December 8, 2013 at 6:00 p.m. The Trustees would like Clerk Garcia to work on the menu. The Trustees would like to invite Williams Engineering staff to the Party. This will be discussed further at the meeting on November 25<sup>th</sup>.

Discuss Facebook Page: The Trustees had a discussion about Facebook. The Trustees would like Deputy Clerk Gomez to contact other government offices that have Facebook pages. The Trustees would like her to ask about the pros and cons of having a Facebook.

Maintenance Report:

Written Report:

Review/Discuss/Approve Viaero Wireless Road Agreement: *This item was discussed earlier in the meeting.*

Review/Discuss/Approve Public Service (Xcel Energy) of Colorado Easement: *This item was discussed earlier in the meeting.*

Discuss signs placed on town right-of-way: Personal business signs are not allowed on Town property. The Trustee would like Dan Pacheco to ask the business owner to move the signs five feet back from the shoulder of the road.

**Executive Session (if needed):** There was none needed.

**Adjournment:** There being no further business, the meeting was adjourned by Mayor Vasha at 9:53 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES  
SAGUACHE, COLORADO

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Kate Vasha, Mayor

ATTEST:

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Therese Garcia, Town Clerk