

TOWN OF SAGUACHE
Board of Trustees
Regular Session
August 17, 2015

The Town of Saguache Board of Trustees met for a Regular Session on August 17, 2015, with Trustees being present as follows:

Greg Terrell, Mayor	Present
Kate Vasha, Mayor Pro Tem	Present
May Engquist, Trustee	Present
Luana Lovato, Trustee	Absent (excused)
Tony Sandoval, Trustee	Present
Andrew Virdin, Trustee	Absent (excused)

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: Faith O'Reilly (Tourism Council), Eugene Carroll (Viaero Wireless), Carita Ginn (Saguache Chamber of Commerce), Evan Samora (Saguache Volunteer Fire Department, Wolf Stauffenberg (Saguache Cannabis), Stacey Holden, Kate Johns, Daryl Reinsel, Yvette Reinsel, and Rick Barandes,

Call to Order: Mayor Terrell called the meeting to order at 6:04 p.m.

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

Additions/Deletions to the Agenda:

Remove to discuss/approve letter of interest to serve on Town Board. Add under Attorney Report Derelict Properties. Add under Old Business Public Works Tour letter of resignation

Consent Agenda:

The consent agenda includes the Regular Session minutes for July 20, 2015, Special Session on July 27, 2015; and August List of Bills; Clerk's Report (written); Maintenance Report (written)

MOTION by Trustee Engquist Second by Mayor Pro Tem Vasha

Trustee moved to approve the consent agenda

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

VOTE: 4 – Aye; 0– No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Review/Discuss/Approve Letter of Interest to serve on Town Board: Letter of interest had been withdrawn prior to meeting.

Assignments and Commitments Review:

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

Citizen Comments:

Review/Discuss/Approve Street Closure from Caroline Irwin – Alfred Packer Festival: Caroline Irwin approached the Board and stated that she was at the meeting to see if there were any additional questions at this time regarding her request. There were none. She stated that she had been given direction from community members, and committee members that the next Alfred Packer Festival takes place in a one-block area of downtown. She also added that she has a list of property and business owners from San Juan to Christy Avenue whom she will be contacting prior to the Festival. The Alfred Packer Festival is scheduled to take place on October 10th from 10 a.m. to 4 p.m. Vendors will arrive at 9 a.m. The Volunteer Fire Department will have a tent setup as well, and she added that they will also be using electrical power from the Dave Martinez Park. Mayor Terrell and Trustee's also thanked Caroline for bringing the request to them well before the event is to take place.

MOTION by Mayor Pro Tem Vasha ; Second by Trustee Sandoval

Mayor Pro Tem Vasha moved to approve Street Closure From the top of San Juan to Christy Avenue on October 10th, 2015 for the Alfred Packer Festival.

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

VOTE: 4 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Lisa Hammel – GOCO Grant – request letter of support: Lisa Hammel began that she had come to the Town Trustees at their July meeting to discuss getting a letter of support from the Town of Saguache for the next GOCO grant cycle. She reported that after speaking to Mayor Terrell, and Mountain Valley School Superintendent Corey Doss that they are going to see if they can get with the County Commissioners for a letter of support, since the Town will be applying for their own GOCO grant this cycle. She also updated the Board on the MOU between the Town and Mountain Valley School for recreation sports', saying that at this time Mountain Valley School is waiting to get more information on insurance costs before making their decision. Town Clerk Garcia then asked Lisa Hammel to confirm that she did not need a letter of support from the Town. Lisa Hammel responded that she did not as Corey Doss will be contacting the County Commissioners for a letter of support and partnership for the next GOCO grant cycle.

Wolfe Stauffenberg – Marijuana discussion: Wolfe Stauffenberg announced that he was officially asking what process needs to be taken to bring an issue to a vote. Mayor Terrell responded in order to get it onto the ballot there are two routes you can go. Ballot items can either be initiated by a legislative group, or by a citizens group. To find out what Town requirements are, he would need to come and speak to the Town Clerk during business hours. Town Clerk Garcia spoke up that he is wanting on the November election and that is why she brought it to the board. Mayor Pro Tem Vasha responded that the Town doesn't hold elections in November, adding that the County does. Stauffenberg stated that he wants to see this happen for community enrichment and the tax dollars from marijuana- based businesses. He knows that there is a concern for grows here in town, as well as concern for water usage; and that the cannabis professional group he started has talked about this extensively as it's their concern as well. Mayor Pro Tem Vasha stated that Town water cannot be used for agricultural purposes because our well permits are for municipal use only. She also added that she thought he was proposing for retail marijuana, not for growing operations. Stauffenberg then said thank you for clarifying this point; there are people asking about growing and what those parameters will be, and there are people concerned about laws changing. He wants it to be a win all the way around for everyone, so with that he asks should there be concern for those who currently grow in town whether it's known of or not, how do we take those community members into consideration? Mayor Terrell responded that it's not a matter of marijuana in that case it's a matter of water. He reported that after speaking with County Commissioner Jason Anderson that there is a lot of grow operations that have secured their water

rights legally; the problem is the rampant growth of commercial operations that are using water illegally. Stauffenberg responded that he wanted to make it very clear that he doesn't want to mess with water politics; as a citizen of this community he cares about water for use every day and for the future. Mayor Terrell added that if we were to start down a slippery slope like this the reality is fifty years from now the Town might not exist, because we might not have the water. Stauffenberg then asked what else can our group look into besides retail. Town Attorney Farish responded that someone might be considering retail recreation, retail medical, grow infused products etc., and that Stauffenberg probably wanted to know how to do a citizen-based ballot initiative. He told Stauffenberg to look at Colorado Revised Statutes 31-11-101 for the initiative and referendum procedure, which outline what you have to do to get a citizens' initiative going. He also stated that he may be too late for the November ballot as that would have to be conducted as a coordinated election with the County. He and his group will need to determine what governmental entities they will be going for with that kind of initiative. Farish also explained that when you get into the water situation it's a whole other animal, adding that you will not be able to use Town water. Stauffenberg thanked Attorney Farish for the clarification he then stated that for commercial cannabis they wouldn't need a grow operation in Town, since there is space outside of Town in the County. He added that his group wants to include in the business options wholesale brokerage, as well as cannabis tourism, Attorney Farish then asked if by wholesale does he mean grow and sell? Stauffenberg responded that it would be a grow operation in the County not in Town, and the business representative would have an office in Town, much like a wine tasting room. Attorney Farish responded so what you're talking about is a retail cannabis store that sells here in Town? Stauffenberg responded that it would not be retail it would be whole sale. It would be someone coming to my office for example and in a secure proper setting they would be able to look at the product, sample the product, and then purchase it in fifty to a hundred pounds. Attorney Farish then asked whether that's not in fact retail. Stauffenberg responded that's whole sale, since at that at the point the product wouldn't even change hands; it would be securely transported from farm to the destination of client's choice. It is his opinion that whole sale business would be the largest tax revenue coming into to the Town, selling in bulk for the other derived products made from cannabis. He said what everyone needs to think about is do we want dispensaries in Town, and if so how will that look. He also wanted to assure everyone that they are also looking into the administrative costs to all this, and how tax revenue can be specifically diverted to that role. Attorney Farish responded that you would need to posture your measure about what you actually want to do, because right now the status in the Town is that there are two ordinances prohibit virtually all marijuana, so what people would be voting on is whether to appeal those ordinances. Discussion continued between Farish and Stauffenberg concerning the initiative process. Stauffenberg then stated that cannabis tourism is virtually untapped, and he's inviting anyone who's interested to please come to the meetings so that you know what the group is doing.

Eugene Carrol, Viaero Representative: Safety Concerns: Eugene Carrol reported that he had received a phone call from Town Clerk Garcia regarding the Town's concerns about the road going to the tower and the safety issues. He said that he drove up to the tower just to have a look and reported that the road is washed out and in need of repair. He added that he's not sure if they will have a local company fix it or if they will have their company contractors do it, but he will be report the problem to the project manager in Fort Morgan and have him schedule the repairs as soon possible. Mayor Pro Tem Vasha then said another concern is at one point citizens saw a propane truck being hauled up the road to the tower with a CAT because the truck couldn't make it up the road. She added that there are houses and businesses right below that road and the Board wanted assurance that the company has a safe way to get propane up to its tower. Mr. Carrol responded that the Monte Vista Coop next propane truck is scheduled to come in October, and he'll be contacting them to see if there was an issue before, or if there still is one. He will also make sure the road is repaired in time for the next delivery. Town Attorney Farish told Mr. Carrol

that there had been some issues even before Mr. Carrol was assigned this project and that the road to the Tower had been placed at a different angle than it was supposed to be. It's a concern because the Town's water tank, and some citizens homes, are right below the road to the tower. Mayor Terrell also added that an additional concern is that the Saguache Town Market is right below as well, where they also have a large propane tank for filling smaller propane tanks. He added that when Viaero contractors were constructing the road there were large rocks rolling towards our Town water tank, which concerns everyone greatly. Another concern is that when Ed Gonzales was the Viaero representative he and the Town had come to an agreement about how the road would be constructed and he promised that the road would be constructed in a certain manner, and that Viaero would hire a group from Antonito to fix the road scar to the standards outline in the agreement. The road was not constructed as agreed upon and, the Town has never seen anyone come to repair the scar on the road. Mayor Terrell added that what the Town would like to see if Viaero keep their word to the Town. Mr. Carrol asked to be told again what exactly the Town wants Viaero to do. Mayor Terrell responded that Ed Gonzales said that he would bring in a company to revegetate the side of the road and the berm that's there, as well as having the drainage corrected. Mr. Carrol said that he will report back to Viaero and discuss with them about having the road fixed so that it's serviceable, as well as having the scar aesthetically fixed. Mayor Terrell responded that drainage is really a concern, especially with a wet year as we have had, especially since the Town water supply sits on the side of that mountain. Mr. Carrol said that he would be reporting back to the Town on what Viaero proposes to do and the schedule for completion.

Wes Moores, Fire Department: Mayor Terrell asked Evan Samora why Wes could not come. Mr. Samora responded that the hydrant issue had already been resolved and added that he was there was to see if the Town would be okay with the Volunteer Fire Department starting a hydrant adoption much like the one that had been done in the past, where citizens can adopt a fire hydrant and paint with a bright color and design while also pledging to keep it clear of snow and weeds. He was planning to get people signed up at Fall Festival. In a short discussion of the water line problems that occurred at the department's training session on Second Street, Mayor Pro-Tem Vasha said she understood that the problem probably come from water line being a small, dead-end line, and that she wasn't sure about how many small water lines the Town has. Public Works Director Dan Pacheco responded that there are about four of them. Mayor Pro Tem Vasha suggested that a list get made so that when roads are being repaved these small water lines can be replaced at the same time.

Mayor Terrell also said that a fire hydrant on Christy Avenue and the one near Elvie Conley's would be getting replaced next. Mayor Terrell also expressed that the Town and Fire Department should really think about moving the 4th Street fire hydrant across the street to the Dave Martinez Park, allowing for better access. Another thing he'd like everyone to think about is having a fire hydrant at the Volunteer Fire Department building, as it would allow them to fill their water trucks more easily. He then asked Pacheco how hard that installation would be. Pacheco responded that it wouldn't be difficult at all if the Town were to relocate the hydrant near the Conley's that is always having problems. Mayor Terrell said it would be ideal to work all of this into the five-year plan. Mr. Samora said that the hydrant near 4th Street Diner should be replaced in 2016, because so many of the downtown buildings are in a row and close together that if a fire were to start it could get really bad. Mayor Pro Tem Vasha agreed that it would need to be done in 2016 before the sub comes up. Mayor Terrell asked Mr. Samora how the department was doing on checking hydrants and rotating their use. Mr. Samora responded that they try to rotate through them, and the previous week at checked five of them. Mayor Terrell and Trustees thanked Evan Samora for his time and asked him to also send the Town's regards to the Volunteer Fire Department that serves our community.

MOTION by Mayor Pro Tem Vasha; Second by Trustee Engquist

Mayor Pro Tem Vasha moved to approve the Volunteer Fire Department's request to start a fire hydrant adoption program.

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

VOTE: 4 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Faith O'Reilly- discuss digital sign: Faith O'Reilly shared a picture of a new design for a digital sign to be placed on US 285. She added that the sign would be able to hold up to three lines of text. Mayor Terrell then asked how things had been moving along with CDOT. Faith O'Reilly responded that she had not yet sent it to CDOT for review as she's waiting to get approval from the Town and the Chambers. She feels that if no one wants the sign that she'd be wasting her time going to CDOT. Mayor Pro Tem Vasha then responded that she thought O'Reilly had told us at the last meeting that the Chamber had already approved it. O'Reilly responded that she had not told the Trustees that. Mayor Terrell added that yes she had, and it's actually in the minutes. Faith O'Reilly responded that what she had meant is that it was Tourism Council that supported it, and some members of the Chamber do back this, but there is still resistance from other members. What she needs is approval from the Town in order to move forward. Discussion continued about the sign and it's not being traditional enough for the Town. More discussion continued, but no motion was made to approve the digital sign.

Lisa Hammel – GOCO Grant – request letter of support: *Discussed after Caroline Irwin street closure*

Other Citizens: Rick Barandes asked if there was room in the budget for social media, he feels that the Town needs something to help boost tourism, and that this was good route. Mayor Terrell said please speak to the Tourism Council or Chamber to see if they back this idea. Town Clerk Garcia added that it's really their job to get back projects to help local businesses and to ask the Town for support once they are in agreement. Deputy Clerk Reed also informed Rick Barandes that the Town does have a Facebook page that is used only for Town purposes and announcements.

Ordinances/Resolutions/Public Hearings: Deputy Clerk Reed informed the Trustees that the iPads had arrived and setup was nearly complete. Mayor Pro Tem Vasha commented that the resolution on use of the iPads was well written and asked who had provided the Resolution. Town Clerk Garcia responded that the Town Attorney Farish's office had. She also reported that

Review/Discuss/Approve Resolution 2015-D: A resolution approving and adopting a policy for the use of Apple iPad tablets by the Town of Saguache to its elected officials and staff: Mayor Terrell suggested some changes. He said having the iPads will help future Trustees that come onto the Board to have all the information that they need to know at hand, so it is important that they remain the property of the Town. Mayor Pro Tem Vasha said that it also needed to say that if the iPad is lost, stolen or damaged that it is the responsibility of the Trustee or staff member to pay the full replacement value, and that the iPads will need to be returned at the end of the Trustee's term or his or her resignation. Mayor Pro Tem Vasha also announced that next year Town Hall will update the computer systems, and will be going to a cloud storage system. A short discussion on changes continued amongst Trustees and Town Clerk.

MOTION by Mayor Pro Tem Vasha; Second by Trustee Engquist

Mayor Pro Tem Vasha moved to approve Resolution 2015-D as amended.

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

VOTE: 4 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Attorney Report:

Discussion on items on Town property: Mayor Pro Tem Vasha announced that there has been a problem with people throwing garbage, or storing items on Town rights-of-way. Mayor Terrell responded what we have is a lot of people parking cars on Town right-of-way that are unlicensed, people basically camping on Town right-of-way, and dumping trash, and asked what's the best way is to approach this. Town attorney Farish responded that the problems seem like nuisances and are prohibited under the nuisance code. He said the people doing this need to be cited into Municipal Court by whoever is going to act as the code enforcer. Mayor Pro Tem Vasha asked how to handle unlicensed or junk cars without the high costs associated with impoundment. Farish responded that the Town should first ask them to move the vehicle, and cite them into court for violation if they do not. Mayor Terrell and Mayor Pro Tem Vasha announced that they had taken a tour of the Town, and have gotten pictures of violations from weeds, to trash, to vehicles and equipment on Town right-of-ways. Mayor Terrell also asked how the Town can start moving forward with the abandoned burned-out house at Christy and 9th. The Town has not gotten a response from the owner who lives out of state. Farish said that he believed we enacted a dangerous building code, and that it's either in the building section, or the nuisance section. Town Clerk Garcia responded it is in part of the nuisance code. Attorney Farish then said if it is a part of the nuisance code, there is a protocol involving notice to the owner etc. If they don't respond, the Town can start taking action to remove the building, and placing the cost of removal as a lien on the parcel. The Town may even end up owning the property at some point if the owner doesn't pay the taxes or the cost that the Town has undergone. Mayor Terrell asked if we were to have this work contracted out, would we have to go through the RFP process. Attorney Farish responded that the Town would the first time, and then could contract with the winning company on a continuing basis. Town Attorney Farish recommended that everyone read the provisions so they understand very clearly understand the legal process that must be completed before removal can commence.

MOTION by Mayor Pro Tem Vasha; Second by Trustee Engquist

Mayor Pro Tem Vasha moved to approve directing staff under the Town's nuisance code to start the legal procedure to tear down the house and clean the lot located at 915 Denver Avenue.

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

VOTE: 4– Aye; 0– No; 0– Abstain *Let the minutes reflect the vote was unanimous.*

Discuss Land Lease – water concerns: Town Clerk Garcia announced that she had printed everyone a copy of the land lease between John Sladek and the Town. Mayor Pro Tem Vasha asked if the individual leasing the property owned and was using water rights rather than Town water in the greenhouse as stipulated in the lease. Town Attorney Farish said the Trustees will determine whether or not the lease will be renewed on a year-to-year basis. Town Clerk Garcia added that the lease would be up this coming January. Mayor Pro Tem Vasha commented that in the lease there is no provision for cancelation. Town Attorney Farish responded that if it's not working out you don't have to renew. Public Works Director Dan Pacheco stated that in fifth paragraph it says that our water rights are for municipal use only, so the Town really couldn't do a contract with him if he's using the land for agriculture. Mayor Pro Tem Vasha asked what can be done. Attorney Farish responded that the lease is to grow tree and shrubs in containers on the property, and it does say that may he use water rights from any that he owns to water his plants. If he doesn't own water rights it is specific about that. Mayor Pro Tem Vasha stated that it's not the land she is concerned about but the water. Discussion continued amongst Trustees and the Town Attorney about how to handle the land lease. Attorney Farish stated that Trustees could ask to have an inspection of the property when notifying the individual that the lease is in question, and see if he complies with that request. Town Clerk Garcia also stated the individual gets the water from the tap to water plants, and also pays double for the water she also suggested perhaps water meters could be an option. Mayor Terrell suggested inviting the individual to a special meeting

with Trustees to notify him that they'd like to inspect, and if he does not allow inspection than the lease will not be renewed.

Schedule Codification final review workshop: After discussion Trustees decided to hold the Codification final review workshop on October 5th at 6:30 p.m.

Discuss Masonic Lodge Building: Town Attorney Farish reminded Trustees of the option agreement that he had passed along to them and asked if anyone had any questions. Mayor Pro Tem Vasha and Attorney Farish had talked over the draft option and agreed upon setting the consideration higher at \$1,000.00, with an option term of three years. A short discussion continued amongst Trustees. Attorney Farish also asked if it could found out if the Saguache Beneficial Society is an LLC or a non-profit association or some other legal entity. Mayor Terrell said that he would contact Steve Carlson to have the Masons review the option, and Trustee Engquist will also take a copy to History Colorado when she attends a meeting there. Town Clerk Garcia also said that item would be tabled until we get confirmation from every other entity.

Discuss Weed enforcement issues: Mayor Pro Tem Vasha stated that she was speaking both as a citizen and a trustee. As a citizen she is concerned because thistle seeds are blowing onto her property due to neighbors never cutting weeds. As a Trustee, her concern is that property owners were not cited into Municipal Court after being contacted by letter. She's upset that once letters have been sent out people should know they have to mow. It is not fair to the people who do comply when those that don't are never written into court. It discourages compliance while encouraging noncompliance. She stated that she doesn't know why the process wasn't completed; it's a problem every year. She offered to write a Staff Policy outlining responsibilities and with deadlines. Public Works Director Dan Pacheco said that many of the people who have gotten letters live out of Town who have gotten letters, and asked Town Attorney Farish how to get people to comply. Attorney Farish responded that if the property is in Town and they are violating an ordinance in the Town they need to be served, adding that someone will need to be designated as code enforcer. Town Clerk Garcia stated that some letters come back as undeliverable, and she's not sure how current the county accessor's information on tax payers addresses is. A short discussion continued on properties whose owners did not comply after receiving letters. It was decided that Trustees and employees would discuss dealing with the issue at the staff meeting the day following the meeting. Mayor Terrell also mentioned that when it comes to weed issues and dealing with people who wish to maintain wild or natural laws and gardens, other cities have stated that such lawns and gardens must be planned and maintained. Mayor Pro Tem Vasha suggested doing a workshop on the weed issue.

Boards/Committees Reports:

Historic Commission Update: Trustee Engquist reported that HPC member Adrienne Garbini is working on a revamped Walking Tour, and should have something to share within a few months. She also reported that HPC is working on Town Hall and have received supposed treatments for work to be done from Belinda Zink. They are also working on the Community Building with Belinda Zink on the building's Historic Structure Assessment; Zink was the successful respondent to Town's HSA Request for Proposals. The HPC is also waiting to review the option to purchase contract on the Masonic Building that was put together with the help of the Town Attorney Farish. She also added that History Colorado is excited to help with the purchase of the Masonic Building. Mayor Pro Tem Vasha said she feels that without financial and technical help from History Colorado to restore the building that the restoration of the building would languish over time, as they are huge projects to take on that will require much work. Mayor Terrell also added that Downtown Inc. also often helps with this kind of project. He also took a moment to thank Mayor Pro Tem Vasha and Trustee May Engquist for all the work they've done with historic preservation.

Old Business:

Discuss GPS Request for Proposal: Mayor Terrell said that the Town needs to put out an RFP for the GPS mapping. He added that we need to be very careful with the wording used for the RFP. Mayor Pro Tem Vasha suggested getting a copy of the RFP she had created for the Community Building HSA, adding that it includes wording from the Town Purchasing Policy on factors other than price that can be considered when reviewing RFP responses. Mayor Terrell also wanted to thank Town Clerk Garcia for her work done on the RFP thus far. Mayor Pro Tem Vasha asked if discussion of a draft RFP could be moved to the September 2nd meeting as it really needs to get done. Trustees were in agreement to get going on it then and have a deadline date of September 24th.

Ditch Update: Public Works Director Dan Pacheco reported that he has gotten some prices from Mackey Construction for head gates. He said the Town will need six of them, ranging between \$400.00 and \$600.00 a-piece. He suggested that these costs be added to the 2016 budget. He also said that this fall they need to look at the ditch near June Savage's at 2nd and Christy, as he's not sure if that ditch is on private property being next to the alley. Mayor Terrell responded that Savage feels that the ditch is on the Town alley right-of-way. Mr. Pacheco responded that they would need to look at it before the spring and will possibly have to remove part of the old fallen-down fence of Savage's. Mayor Terrell also said that June has gotten a better property description as she's trying to sell the home, but she also feels that trees in the same area need to be addressed, as some need to be trimmed and are leaning. Mayor Pro Tem Vasha said that the ditches really need to be worked to get them flowing again. Mayor Terrell feels that once the Town is mapped by GPS they can really get going on this. He also added that Trustee Engquist will be meeting with Linsley Gryger from AWWA. Mayor Terrell also added that he and Trustee Viridin will be looking into ways to get financing to get the ditches repaired, as well as sewer lines, and the lagoon. He also added that at the CML conference he connected with a company that comes in to help figure out how the Town can get this financed, and their specialty is water. Paul Windson will also come down this fall to share what his company can do for the Town. A short discussion continued amongst Trustees on possible selection of a new engineer, and getting the appropriate firm that specializes in water. Mayor Terrell said it is something that absolutely needs to be as it affects the future of this Town.

Discuss Public Works Tour with Trustees – choose date: Before getting started Mayor Terrell wanted to remind Trustees of the letter of resignation that had been received from the seasonal employee. Trustee Engquist stated that she feels it's a little late in the season to run another ad for help. Mayor Terrell responded that he thinks they still need a seasonal employee but with how long the hiring process takes he doesn't know how to address this. Town Clerk Garcia added that the last time the Town had advertised there had only been one response. Mayor Terrell said he'd like to think about it over-night and have ideas ready for the next morning's staff meeting. Mayor Terrell also asked for a nod of heads from Trustees to run an ad in the paper for a seasonal employee if possible within the budget. Public Works Director Dan Pacheco also stated that he needs the help. Mayor Terrell said that he wished there was a new Trustee on the board to go on the Public Works Tour. Trustees then discussed a date for the tour, choosing this current Friday at 3 p.m. starting with the lagoon; they opted to delay the rest of the tour to a later date. Trustees also discussed the engineer who's working on the lagoon; Mr. Pacheco is not at all pleased getting response times. Mayor Pro Tem Vasha also stated that the Town may need to just get a water engineering firm to come deal with water-related issue, rather than relying on a general engineering firm. A short discussion continued when a motion was made. Mayor Terrell said that he will hold off on contacting other engineering firms and possibly in October they can come out and give presentations.

MOTION by Mayor Pro Tem Vasha; Second by Trustee Sandoval

Mayor Pro Tem Vasha moved to approve that if the Maintenance work supervisor and Mayor are not pleased with the response they get from William Engineering that we authorize them to find an engineering firm to come and do the work on an emergency basis.

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

VOTE: 4– Aye; 0– No; 0– Abstain *Let the minutes reflect the vote was unanimous.*

Review/Discuss Street/Road Plan: Town Clerk Garcia reminded everyone of the plans they created at a workshop. Mayor Pro Tem Vasha asked Maintenance Work Supervisor Dan Pacheco if he was still okay with the planning as she felt it was fine as it is. He responded that the only thing is that at a previous meeting in response to a citizen complain, the Trustees had agreed to do grading work on 5th Street near the school this fall. Town Clerk Garcia asked if 12th Street was also going to be added this year. Trustees responded yes. Town Clerk Garcia will need the length of the Street to add to the work. Mayor Terrell asked if the road that had just been paved that has the large drop off near Lorraine Lopez’s on 8th could be looked at. Maintenance Supervisor Dan Pacheco responded that he had spoken to the head of Road and Bridge Randy Arredondo who said that they would be hauling in some extra dirt and get it fixed.

Review/Discuss/Approve Electrical cost for park restrooms at Otto Mears Park: Maintenance Supervisor Dan Pacheco reported that he had spoken to the electrician this morning and they will be here on September 24th, early in the morning. Mayor Terrell asked if the 24th was also going to be when the plumber would be coming up to finish. Maintenance Supervisor Dan Pacheco responded that he had already spoken to them about that, and that the electrician and plumber have been in contact and being here on the same day will work for them. Mayor Terrell also added that he and Trustee Engquist are working on how RFP’s and the contracts resulting from them are done. They had been given suggestion on how to improve that process. One thing that is clear is that when an engineer or firm is involved with this they need to know about every aspect of the project, including changes, so that it is clear who is responsible for what.

MOTION by Mayor Pro Tem Vasha; Second by Trustee Engquist

Mayor Pro Tem Vasha moved to approve the cost as provided for the park restroom at Otto Mears Park.

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

VOTE: 4 – Aye; 0– No; 0– Abstain *Let the minutes reflect the vote was unanimous.*

New Business:

Discuss “Saguache” signs on 4th Street: Town Clerk Garcia stated that cost for the two signs at either end of 4th Street totaled \$8,000.00 and were paid for as part of the CDPG grant. She’s not sure how they would feel if they were taken out. Mayor Terrell stated that an idea had been brought up at a Historic Preservation meeting of possibly keeping the signs and enhancing them in some way so that they are more in keeping with the character of the Town. Trustee Engquist added that Jane Martin suggested that she could repaint them. Mayor Terrell said that maybe even adding some wood trim would help give the Saguache charm. Mayor Pro Tem Vasha said nothing can be done to interfere with the breakaway posts. Audience member Rick Barandes recommended moving the signs. Town Clerk Garcia responded that the grant was written only for 4th Street, and they cannot be moved. Mayor Pro Tem Vasha stated that some of the business owners just off 4th Street want some signage that directs people toward their businesses. She added that she would look into finding someone who could construct the signs. The Trustees decided to invite Jane Martin to the next meeting to discuss her painting the signs, or seeing what she could do with them.

Discuss Request for Proposal/Specification for writing grants – CDPHE: Mayor Terrell said this is about putting out an RFP for specifications on someone coming in to write CDPHE and perhaps other grants for water and sewer improvements. There are two outstanding candidates, and the Town needs to be pursuing getting grants lined up for the sewer and lagoon projects. Mayor Terrell asked if the Trustees could plan on getting this done and out soon. Town Clerk Garcia stated that we do not know the specifications at this time. Mayor Pro Tem Vasha responded that this is to find someone to write grants and proposals.

Discuss Town credit card- credit limit: Town Clerk Garcia said that she added this to the agenda because she wasn't sure what Trustees would like to do with the limit of the credit card, which had to be raised on a one-time basis for a purchase, adding she wanted clarification on whether or not to keep it at that limit or lower it. Mayor Pro Tem Vasha asked what Garcia would like to do. Town Clerk Garcia responded that sometimes it would be good to have a higher limit.

MOTION by Trustee Engquist; Second by Trustee Sandoval

Trustee Engquist moved to approve keeping the Town's credit card limit at \$10,000.00

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

VOTE: 4 – Aye; 0– No; 0– Abstain *Let the minutes reflect the vote was unanimous.*

Discuss CIRSA Training on September 27th: Mayor Pro Tem Vasha said that she had volunteered to cover the office the day of training so that employees could go. She also said that the original date given is wrong; the CIRSA training is not on September 27th but actually on September 25th. She also then retracted her former statement that she could cover the office because she will be volunteering at Rural Philanthropy Days on the 25th. It was decided that Maintenance Supervisor Dan Pacheco, along with Town Clerk Garcia and Deputy Clerk Reed will attend. It was agreed that it would be okay to close Town Hall the day of the CIRSA training if needed. Mayor Terrell added that on Monday the 28th from 6-7 p.m., it's the only time Christi Culp can come and discuss grant possibilities with Trustees. Town Clerk Garcia said that she would remind Trustees of the meeting at the next regular scheduled board meeting.

Discuss Board Retreat: Mayor Terrell reminded Trustees that it's time to plan the next Board Retreat, saying that he feels it should be done fairly soon although there is no rush. Town Clerk Garcia said that she would bring it back up at the September meeting for discussion. Mayor Terrell also suggested that the retreat be as soon as possible thereafter. Audience member Rick Barandes suggested that the next retreat be held at the library, he also stated that he left the last retreat feeling very little. Mayor Terrell responded that he'd like to see Trustees have an open public input/planning meeting where everyone can come and the public sets the agenda for the meeting. Mr. Barandes also suggested maybe having a round table. Mayor Terrell responded that board retreats are for the Trustees to figure out priorities, not really for public input. Mr. Barandes apologized, adding that he had not realized that was the purpose for retreats, and just felt that the feeling at Road and Bridge was not good. Town Clerk Garcia stated that they are open to the public but really for Trustees and Staff to prioritize work. Mayor Terrell suggested that in September Trustees set the next date. Mayor Pro Tem Vasha also suggested that the Mayor and some Trustees set office hours where they'd be available to speak to residents, and to also work in a quiet space. Terrell feels that he doesn't want to disrupt the clerks during their work at Town Hall and may need to find another location. He suggested having office hours on the days of board meeting as he's always available those days. Mayor Pro Tem Vasha also suggested that once or twice a year having a planning meeting with the public facilitated by someone from outside so that Trustees are not running the meeting but are part of it. Town Clerk Garcia suggested holding such meetings prior to budgeting in case there are ideas for improvement, or things that need done, or issues that come up. Mayor Terrell also stated he'd like to see such a meeting in October before weather worsens, and he'd like it add it to the September meeting to set a date. He also added that he would hold office hours at Trustee Sandoval's Fatican

Restaurant from 8:30 a.m. to 10:30 a.m. Trustee Sandoval added that during that time his restaurant is closed. Audience member Rick Barandes also offered Mayor Terrell his L-shaped north building on 4th Street to use if he'd like. Terrell will report to Town Clerk Garcia on location and hours.

Discuss Inventory of Public Works supplies for water and sewer system, etc... (Annual, Bi-annual or Quarterly): Mayor Terrell said he feels that having inventory done is a good business practice, and it's something the Town needs to be doing. His suggestion to the Trustees and to Maintenance Supervisor Dan Pacheco is to have an annual inventory for budget purposes, and to also determine if things need to be replaced. It would also be nice to have an inventory on parts so that Maintenance staff doesn't always have to be running down parts at other locations. He also added that there are simple inventory computer programs that can be utilized. Mayor Pro Tem Vasha also stated that she didn't even realize that the Town didn't own a small tractor for mowing. Mayor Terrell said while we're talking about this kind of stuff that what County Commissioners did with their vehicles was to put a County of Saguache decal on every vehicle or piece of equipment that's on the road. He also added that there is a long list of reasons why this is a good thing to do. Mayor Pro Tem Vasha responded that she thinks it's a great idea. Mayor Terrell said that he will find out from the County where they had purchased their decals, and will report back to Trustees at the September meeting.

Review/Discuss/Approve Letter of Interest for Tree Board: Mayor Terrell reported that a letter of interest to serve on the Tree Board had been submitted by Darrel Adams. Mayor Terrell also reported that the Tree Board plans to meet soon. The first thing they are going to talk about is the structure of the board. They will also be coming back in September with some recommendations to the Trustees.

MOTION by Trustee Engquist; Second by Mayor Pro Tem Vasha

Trustee Engquist moved to approve the letter of interest for the Tree Board from Darrell Adams
Vote as follows: Trustee Engquist – Aye; Trustee Sandoval – aye; Mayor Pro Tem Vasha – Aye; Mayor Terrell - Aye

VOTE: 4 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Trustee Comments: Mayor Pro Tem Vasha said that she has a draft of the article about the ditches that she has been working on. She stated that she has had Mayor Terrell read it along with Trustee Engquist, and Patricia Miller. As of now the document is with Ed Nielsen, who has a strong understanding of augmentation is reviewing that section of the article. She also reported she is writing a second article on what not to put in the sewer. Mayor Terrell said he has two questions: One is does CDOT actually own the triangles of land along 285, and if so who can we talk to about getting it cleaned up. Maintenance Supervisor Dan Pacheco responded that he had spoken to Darryl two weeks ago and he said they started mowing and got pulled off for work on Poncha Pass and will be coming back into September. He also said that he could have Dave Martinez go in there with a tractor as that's what they've done in the past. Mayor Terrell said that was his next question- would CDOT allow that. Mr. Pacheco responded that it is okay, but they would need to speak with Kenny and put up mowing signs. Mayor Terrell also asked about the triangle area coming off of Gunnison Avenue. Mr. Pacheco responded that part of it belongs to CDOT and the other part to Sharon Lockett. Mayor Terrell asked Mr. Pacheco as part of that process to find out what can be done with that area as well. Mr. Pacheco made a suggestion, saying that he'd like to see if Ed Nielsen would be available when the Trustees meet with water Attorney Peter Nichols and water engineer Steve Nguyen about augmentation. Mayor Pro Tem Vasha also added that Ed is a surface rights water owner and could have a lot to offer. Mayor Terrell said that he would speak to Ed Nielsen to see if this is something he would do.

Executive Session (if needed): *No executive session was needed.*

Adjournment: There being no further business, the meeting was adjourned by Mayor Terrell at 9:28p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Greg Terrell, Mayor

ATTEST:

Therese Garcia, Town Clerk