



**TOWN OF SAGUACHE
BOARD OF TRUSTEES
Regular Session
December 10, 2018**

Roll Call:

Meeting called to order at 6:30 P.M.

Board Member Present: Mayor Elvie Samora, Mayor Pro-Tem Jaminet, Trustee Wilson, Trustee Aldrich, Trustee Collins Absent: Trustee Hansen and Trustee Torrez

Staff Present: Town Clerk Garcia, Town Attorney Gene Farish, Deputy Clerk Tina Sanchez, Public Works Director Jarrod Helmick

Moment of Silence and Pledge of Allegiance

Changes and Adoption of Agenda

Motion: Mayor Pro-Tem Jaminet moved to accept the consent agenda.

Second: Trustee Wilson

Discussion: None

Vote: Aye - 5, No - 0, Abstain - 0 *Let the record show the motion passes*

Sheriff's Report:

Written Report – Representative not present. Mayor Pro-Tem Jaminet asked if the report reflected the typical detail we get.

Citizen Comments:

This time is established for the public to address the Board regarding any item not otherwise listed on the agenda. **Citizen comments are limited to 3 minutes per person.**

Luana Lovato – Had a citizen approach her and ask her a question regarding multiple sewer taps on his property and why he had to either abandon one and/or pay for the additional tap. Town Clerk explained that the town researched the taps and found that only one tap was paid for. The town sent out a letter regarding the use of the additional service line and that if the service line was in use it would require a secondary sewer fee monthly. Town Clerk Garcia pointed out that homeowner requested that the contractors who were installing the sewer lines replace the additional sewer tap. She also asked how use changes when converting additional structures to livable spaces. Mayor Samora asked that they be brought to the board as a regular item topic.

Approval Items and Consent Agenda:

This list includes “housekeeping” items that have been reviewed by staff and Board members prior to meeting. A single motion of the Board will approve these items. The Mayor will ask if any Board members or a member of the public requests that item(s) be removed from the Consent Agenda for further discussion. The Mayor will then ask if

Board members have minor corrections to Content Agenda items: Board members may make minor corrections without removing items from the Consent Agenda. All items not removed from the Consent Agenda will then be approved without any corrections. A member of the Board may vote no on specific items without asking that they be removed from the Consent Agenda for full discussion.

1. List of Bills December 10, 2018
2. Minutes for November 19, 2018
3. Minutes for November 29, 2018

Motion: Trustee Wilson moved to approve consent agenda items 1 and 2

Second: Trustee Collins

Discussion: None

Vote: Aye - 4 , No - , Abstain – 1 Mayor Pro-Tem Jaminet *Let the record show the motion passes*

Motion: Mayor Pro-Tem Jaminet moved to approve minutes for November 29, 2018

Second: Trustee Aldrich

Discussion: None

Vote: Aye 5, No – 0, Abstain – 0. *Let the record show the motion passes*

New Business:

- 1. Pester Marketing – Liquor License renewal. Trustee Aldrich asked if their application should read 3.2%.**

Trustee Aldrich asked if the form would change for 2019 with the changes in licensing. Town Attorney explained that he did not believe that using the current form would affect this application.

Motion: Mayor Pro Tem moved to approve the renewal license for Pester Marketing.

Second: Trustee Collins

Discussion:

Vote: Aye -5 , No - 0 , Abstain - 0 *Let the record show the motion passes*

- 2. Mountain Liquor - Liquor License Renewal**

Motion: Trustee Collins moved to approve mountain liquor with the correction to question regarding ownership.

Second: Trustee Wilson

Discussion: None

Vote: Aye - 5, No - 0, Abstain - 0 *Let the record show the motion passes*

- 3. Community Building Fee Waiver Request for Saguache County Christmas Party.**

Motion: Mayor Pro-Tem Jaminet moved to waive the community building rental fee and cleaning fee for the Saguache County Road and Bridge. The kitchen deposit would be determined by Mountain Valley School.

Second: Trustee Aldrich

Discussion: None

Vote: Aye – 4 Trustee Collins, Mayor Pro-Tem Jaminet, Trustee Wilson, Trustee Aldrich , No - 0, Abstain – 1 Mayor Samora *Let the record show the motion passes*

4. **Wanda Patterson** – Solar Energy Credit Program – Wanda Patterson presented the solar energy rewards program through her company. The program she presented highlighted a 10% dedicated return to low income families in the Town of Saguache. No decision was made by the board on this presentation.
5. **John Hereford** – Solar Energy Credit Program- John Hereford represented Oak Leaf Energy Partners. The solar project presented would be stationed out of Chaffee County and was similar to the one already presented. The low-income dedication through his project was 5%. No action was taken on this presentation.

Old Business:

1. **Review/Discuss/Approve Cargo Container Moratorium Extension –**
Mayor Samora has asked the Town Clerk to place this on the agenda and is asking the board to extend the moratorium for additional 6 months to June 9th. Mayor Pro-Tem felt it would be okay to extend for 6 more months and give the town time to extend it. The board asked Attorney Farish to redraft the ordinance to reflect the extension and have it ready for presentation at the January 3, 2019 regular session meeting.
Tabled until January 3, 2019
2. **Purchase of street broom from Saguache County Road and Bridge -**
This item was approved in a prior meeting. Public Works Director Helmick was asked by the Board of Trustees to contact Saguache County Road and Bridge to look at the broom that was for sale.
3. **Auditor’s Letter –**
The letter from the auditor was reviewed by the Board of Trustees. They asked that Blair and Associates be available in person to discuss the Audit.

Boards/Committees Reports:

1. Historic Preservation letter and request for support for Historic Survey grant for 2019 – May Engquist represented the Historic Preservation Commission regarding the application for a grant to survey the town’s historic buildings and asked that the town support and pass a resolution supporting the grant application.

Ordinances/Resolutions/Public Hearing:

1. **Resolution 2018 – U 2019 State Historic Fund Grant**

Motion: Trustee Wilson moved to approve Resolution 2018- U supporting a survey grant through the State Historical Fund.

Second: Mayor Pro-Tem Jaminet

Discussion: None

Vote: Aye - 5 , No - 0 , Abstain – 0. *Let the record show the motion passes*

2. Resolution 2018 – V 2019 Holiday Closures –

Town Clerk presented a resolution designating the holiday closures for the Town of Saguache as presented in the November 19, 2018 meeting. Corrections were requested in the list of holidays for November and December to reflect 2019.

Motion: Trustee Wilson moved to approve 2018-V with corrections.

Second: Mayor Pro-Tem Jaminet

Discussion: None

Vote: Aye - 5 , No - , Abstain - *Let the record show the motion passes*

3. Resolution 2018 – W 2019 Official Status and Appointments

Motion: Trustee Aldrich moved to approve Resolution 2018-W Official Status and Appointments.

Second: Trustee Collins

Discussion: None

Vote: Aye -5, No - , Abstain - *Let the record show the motion passes*

4. 2019 Budget Public Hearing-

Public Hearing was called to order by Town Attorney Farish – The notice and resolutions were read aloud. The floor was open for public comment and Trustee comment.

Notice of Public Hearing for the Town of Saguache 2019 Proposed Budget Saguache, Colorado

Date: December 10, 2018

Time: 6:30 PM

Location: Road and Bridge

Address: 305 3rd Street

Saguache, Colorado

Topic: Proposed 2019 Budget

A public hearing will be conducted for informing citizens and soliciting public input, written or oral, regarding the **2019 Proposed Budget for the Town of Saguache.**

Revenues and Expenses: \$1,082,121 (revenues), \$1,212,987.14 (expenses)

Copies of the 2019 Proposed Budget are available for public review prior to the Public Hearing at the following location:

Saguache Town Hall, 504 San Juan Ave., Saguache, Colorado.
The point of contact for the Town of Saguache is Iris Garcia, Town Clerk at 719-655-2232.

Town of Saguache
Iris Garcia
Town Clerk

Public Comment – No public either written or verbal was submitted
No Board Comment submitted.

Resolution No. 2018-X
(Series 2018)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUE FOR EACH FUND, AND ADOPTING A BUDGET FOR THE TOWN OF SAGUACHE, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019, AND ENDING ON THE LAST DAY OF DECEMBER 2019.

WHEREAS, the Board of Trustees of the Town of Saguache has appointed Iris Garcia, Town Clerk/Treasurer to prepare and submit a proposed budget to said governing body at the proper time,

WHEREAS, Iris Garcia, Town Clerk/Treasurer did submit proposed budget to the governing body on October 08, 2018, for its consideration,

WHEREAS, upon due and proper notice, in accordance with the law, public notice was given that said proposed budget was open for inspection by the public at the Saguache Town Hall. A Public Hearing was held December 10, 2018 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF SAGUACHE, COLORADO:

Section 1. That estimated expenditures for each fund are as follows:

General Fund	\$407,786
Water Fund	\$201,114
Sewer Fund	\$450,931
General Improvement Fund	\$124,438
Conservation Trust Fund	\$24,118
Saguache Recreation Fund	\$4,600

\$1,212,987

Section 2. That estimated revenues for each fund are as follows:

General Fund

From unappropriated surpluses	\$5,195
From sources other than general property tax	\$342,167
From the general property tax levy	\$60,424
 TOTAL GENERAL FUND	 <hr/> \$407,786

Water Fund

From unappropriated surpluses	\$49,254
From sources other than general property tax	\$151,860
From the general property tax levy	\$0.00
 TOTAL WATER FUND	 <hr/> \$201,114

Sewer Fund

From unappropriated surpluses	\$33,080
From sources other than general property tax	\$417,851
From the general property tax levy	\$0.00
 TOTAL SEWER FUND	 <hr/> \$450,931

General Improvement Fund

From unappropriated surpluses	\$42,237
From sources other than general property tax	\$82,201
From the general property tax levy	\$0.00
 TOTAL GENERAL IMPROVEMENT FUND	 <hr/> \$124,438

Conservation Trust Fund

From unappropriated surpluses	\$1,500
From sources other than general property tax	\$22,618
From the general property tax levy	\$0.00
 TOTAL CONSERVATION TRUST FUND	 <hr/> \$24,118

Saguache Recreation Fund

From unappropriated surpluses	\$0.00
From sources other than general property tax	\$4,600
From the general property tax levy	\$0.00
TOTAL SAGUACHE RECREATION FUND	\$4,600

RESOLVED, APPROVED AND ADOPTED this 10th day of December 2018

**RESOLUTION NO. 2018-Y
(Series 2018)**

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE TOWN OF SAGUACHE, COLORADO FOR THE 2019 BUDGET YEAR.

WHEREAS, the Saguache Town Board has adopted the annual budget in accordance with the Local Government Budget Law on December 10, 2018, and

WHEREAS, the Saguache Town Board has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Town of Saguache.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF SAGUACHE, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purpose stated:

General Fund

Current Operating Expenses	\$406,786
Capital Outlay	\$1,000
Debt Service	\$0.00
TOTAL GENERAL FUND	\$407,786

Water Fund

Current Operating Expenses	\$195,114
Capital Outlay	\$6,000
Debt Service	\$0.00
TOTAL WATER FUND	\$201,114

Sewer Fund

Current Operating Expenses	\$164,056
Capital Outlay	\$286,875
Debt Service	\$38,144
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TOTAL SEWER FUND	\$450,931

General Improvement Fund

Current Operating Expenses	\$109,438
Capital Outlay	\$15,000
Debt Service	\$0.00
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TOTAL GENERAL IMPROVEMENT FUND	\$124,438

Conservation Trust Fund

Current Operating Expenses	\$17,618
Capital Outlay	\$6,500
Debt Service	\$0.00
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TOTAL CONSERVATION TRUST FUND	\$ 24,118

Saguache Recreation Fund

Current Operating Expenses	\$4,600
Capital Outlay	\$0.00
Debt Service	\$0.00
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TOTAL SAGUACHE RECREATION FUND	\$4,600

RESOLVED, APPROVED, AND ADOPTED this 10th day of December 2018.

**RESOLUTION NO. 2018-Z
(Series 2018)**

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019,
TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF
SAGUACHE, COLORADO, FOR THE 2019 BUDGET YEAR.**

WHEREAS, the Town Board for the Town of Saguache will adopt the annual budget in accordance with the Local Government Budget Law,

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$60,116, and

WHEREAS, the 2018 valuation for assessment for the Town of Saguache, as certified by Saguache County Assessor is \$2,754,414.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF SAGUACHE, COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of the Town of Saguache during the 2019 budget year, there is hereby levied a tax of 21.820 mills upon the total valuation for assessment of all taxable property with in the Town of the year 2019.

Section 2. That this mill levy of 21.820 mills remains the same as that levied by the Town of Saguache for the Budget year 2018 required under the Tabor Amendment as passed by electors on November 5, 2002.

Section 3. There being no additional levy extended against the above listed assessment valuation of \$2,754,414 for refunds and abatements, the total mill levy is 21.825.

Section 4. That the Town Clerk of the Town of Saguache is hereby authorized and directed to immediately certify to the County Commissioners of the County of Saguache, Colorado, the mill levy for the Town of Saguache as hereinabove determined and set.

RESOLVED, APPROVED, AND ADOPTED this 10th day of December 2018.

5. Resolution 2018-X 2019 Summary of Budget Expenditures/Revenues

Motion: Mayor Pro-Tem Jaminet moved to approve 2018-X with date changes.

Second: Trustee Collins

Discussion: None

Vote: Aye - 5 Mayor Samora, Mayor Pro-Tem Jaminet, Trustee Aldrich, Trustee Wilson, Trustee Collins, No - 0 , Abstain – 0. *Let the record show the motion passes.*

6. Resolution 2018-Y 2019 Budget Appropriations

Motion: Trustee Wilson moved to approve Resolution 2018-Ywith date corrections.

Second: Trustee Aldrich

Discussion: None

Vote: Aye - 5 Mayor Samora, Mayor Pro-Tem Jaminet, Trustee Aldrich, Trustee Wilson, Trustee Collins, No - 0, Abstain – 0. *Let the record show the motion passes.*

7. Resolution 2018 – Z Levying General Property Tax 2019 Budget

Motion: Trustee Wilson approve with clarification of dates in section 2.

Second: Mayor Pro -Tem Jaminet

Discussion: None

Vote: Aye - 5 Mayor Samora, Mayor Pro-Tem Jaminet, Trustee Aldrich, Trustee Wilson, Trustee Collins , No - 0 , Abstain – 0. *Let the record show the motion passes.*

Public Hearing concluded at 8:24 P.M.

Break:

Attorney Report:

Reported that he spoke with County Attorney Ben Gibbons regarding the MOU for the purchase of the broom from the Saguache County Road and Bridge.

Staff Reports:

1. **Maintenance Report** – Public Works Director Helmick presented a written report and opened up for questions. Mayor Pro-Tem Jaminet clarified the process for mowing at the lagoon. Trustee Aldrich asked if Barry Van Sant also installed water taps. Director Helmick reported they had already been completed in the previous month. Mayor Pro-Tem asked if the improvement in influent levels at the lagoon was attributed to the sewer project. Director Helmick affirmed this. Trustee Collins asked if there was an alley on the property owned by Barry Van Sant. Mayor Samora noted that the alley had been vacated. Trustee Collins asked for mileage for all of the equipment.
2. **Town Clerk** – Reported that she is still working with the EPA and CDPHE to hopefully facilitate a cleanup at the Mondragon property. There were several legal issues that were being discussed with CDPHE. If we do not qualify for EPA clean-up, we will need to explore different ideas which could include working with other companies and getting a waiver from CDPHE in regard to the type of cleanup we can do with that property. She also updated the board on the porch roof at the community building and discussed the quote for removal. The Barry Van Sant CDOT project was completed, the town's public works department completed the project rather than have RMS do the project. Reported the sewer line replacement on San Juan would be completed before Christmas and that we will ask that they make the roads passable and clean up the work areas. Trustee Collins asked about an email that I was to send out regarding the air valve at the school. Mayor Samora and other board members confirmed that they did receive the email.
3. **Code Enforcement Report** – Written
Code enforcement officer Sanchez reported on the ongoing cases and that the town has received compliments on the clean up being done on properties located in town. Trustee Collins asked about the burned RV located on 12th street and the other RV that is consistently parked on the road way at the same residence.

Trustee Comments:

Trustee Aldrich – Looks like we are off to a good start for 2019.

Mayor Pro-Tem Jaminet – Will have a conflict with January 14th meeting. Can we just move the regular meeting for January 2019 to January 3, 2019? RMS work is subpar and unhappy with how they are leaving the town. They are leaving trash and debris all over town.

Trustee Collins: What is the status of the town’s Christmas Party. Clerk Garcia confirmed that the party was still scheduled for December 17, 2018 at 6:30 P.M.

Trustee Wilson: Thank you for the work at the tree lighting.

Executive Session (if needed):

Adjournment:

Motion: Trustee Wilson moved to adjourn.

Second: Mayor Pro-Tem Jaminet

Discussion: None

Vote: Aye - 5 , No - 0 , Abstain – 0. *Let the record show the motion passes.*

Meeting adjourned at 9:49 P.M.



TOWN OF SAGUACHE, COLORADO

BY: Elvie M. Samora

Mayor, Elvie M. Samora

ATTEST:

Iris Garcia

Town Clerk, Iris Garcia