

TOWN OF SAGUACHE
Board of Trustees
Regular Session
January 20, 2015

The Town of Saguache Board of Trustees met for a Regular Session on January 20, 2015, with Trustees being present as follows:

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

Town of Saguache employees present as follows:

Therese Garcia, Town Clerk	Present
Lacy Reed, Deputy Clerk	Present
Dan Pacheco, Public Works	Present

Town of Saguache Attorney present as follows:

Eugene Farish, Attorney	Present
-------------------------	---------

Citizens in Attendance: Ruth Horn, Byron Williams, Patricia Miller, Kaeden Johns, and Carita Ginn.

Call to Order: Mayor Pro Tem Terrell called the meeting to order at 7:00p.m.

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

Additions/Deletions to the Agenda:

Trustee Engquist: Under board and committee reports to talk about reducing the size of the historic preservation committee from 7 to 5. Trustee Engquist would also like request \$275.00 to go to the “Saving Places” conference in Denver, Colorado during the month of February.

Mayor Pro Tem Terrell: Under citizen comments would like to add Byron William to talk about the Chambers and Kiosk agreement.

Consent Agenda:

The consent agenda includes the Regular Session minutes for December 15, 2014; Special Session minutes for December 17, 2014 and January List of Bills; Independent Contract Agreements for: Eugene L. Farish - Town Attorney, Clear Water Solutions, Conour Animal Shelter- Dog Pound Service, Williams Engineering – engineer on “as needed basis”; Land Leases for: John Baxter, John Sladek, and Saguache Town Market.

MOTION by Trustee Engquist Second by Trustee Virdin

Trustee Engquist moved to approve consent agenda with the removal of Land Leases.

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

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

Sheriff Report:

Officer Havens monthly report covered 12/21/2014-1/19/2015 during this time there were 130 calls, 12 calls for civil service. There was a call where two individuals were arrested for attempted murder by another officer at Saguache County Sheriff’s Office. Officer Havens said that the vehicle he is using is a good vehicle, but he does need new tires. Officer Havens reported that he had a blow out on a call for service to assist another officer, and that the tires are now getting very thin. Dan Pacheco suggests Center Tire for new tires. Town Clerk Garcia suggests that the board add within their 2016 budget maintenance and repair for Town Patrol car. Officer Havens will begin moving forward with the selling of the old town patrol car. The Town will pay for tires from the Highways and Streets funds, and will reimburse Highways and Streets with the sale of the old Town Patrol car. Town Clerk Garcia also reported expenses for seat covers from Officer Havens and suggests that before purchases are made, that they be brought to the board for approval prior to purchasing, so that they may look for better prices, while also being tax exempt.

MOTION by Trustee Johnson; Second by Trustee Lovato

Trustee Johnson moved to approve the purchase of new tires for Town Patrol Car.

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

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

Assignments and Commitments Review:

Discuss “Live Well Colorado” – Table till February meeting:

Discuss Emergency Preparedness: table till February meeting:

Discuss water and sewer rates – January 2015: table till February meeting:

Review sample from other Municipalities – Water and sewer system – January 2015- table till February meeting:

Qualifications Town Board members- Kate, Rese & Gene – May Meeting – January 2015: table till February 2015:

Discuss Water Treatment – February 17, 2015 board meeting:

Discuss Letter to BOCC-cost share- February 2015- Greg Terrell:

Create a Sidewalk Policy – January or February 2015- Greg Terrell:

Create letter Hill Property-January or February 2015:

Discuss John Werner Property – Spring 2015:

Citizen Comments:

Review/Discuss/Approve Town of Saguache Community Grant- Ruth Horn:

Ruth Horn representing Saguache County Social Services, Saguache Public Health, and the San Luis Valley Neonatal Substance Abuse Task Force submitted a Town Community Grant for \$250.00 to begin a needle exchange located at Public Health. The needle exchange will offer a safe place to dispose of needles, and prescription drugs.

MOTION by Trustee Engquist; Second by Trustee Viridin

Trustee Engquist moved to approve the Town of Saguache Community grant from Ruth Horn in the amount of \$250.00 to start the needle exchange at Public Health.

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

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

Byron Williams asked about the MOU between the Chambers and the Town and that he had concerns that the 2 year contract had ended December 2014. Town Clerk Garcia explained that the MOU is bi-annual and is good until 2016. Byron Williams adds that he understands and has no issues.

Carita Ginn gave a reminder that the Chambers of Commerce 2nd Annual Planning Conference will be held January 24, 2015 from 8am-4pm.

Ordinances/Resolutions/Public Hearings:

Review/Discuss/Approve Resolution 2015-A – Designation of Official Status for the Calendar Year 2015 for the Town of Saguache: Attorney Farish went over resolution with the Trustees.

MOTION by Trustee Johnson; Second by Trustee Engquist

Trustee Johnson moved to approve Resolution 2015-A – Designation of Official Status for the Calendar Year 2015 for the Town of Saguache, as presented.

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

VOTE: 5 – Aye; 0– No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Attorney Report:

Discuss Century Link - 2 wire channel:

Billing from Century link is very high for the Town. It seems that the Town or Fire Department maybe being double billed. Attorney Farish wrote a letter December 19, 2014 that the Town would be finding another carrier if the problem is not resolved. Mayor Pro Tem Terrell was then contacted by Century Link he was sent account items that could be reduced if they are not being used. Town Clerk Garcia asked if we could use and share (1) one channel with the Fire Department, rather than paying for (2) two channel lines. Mayor Pro Tem Terrell will continue to try to get a hold of Century Link to resolve issue thus far with no response. Attorney Farish offers to write another to Century Link. Dan Pacheco will see if he can add a relay line with a wireless provider. Mayor Pro Tem Terrell said that whatever is done the town needs to be coordinated with the Sheriff's Office and the Fire Department.

Discuss Water Issues – send a letter to Attorney Peter Nichols – update on Gary Boyce project:

Gary Boyce would like to add wells on the other side of the valley while shutting down wells to offset the augmentation, water would be going to the Front Rang/Douglas County. Attorney Farish explained the RGDSS model should be released late January. The model will provide the rules and regulations. Dan Pacheco mentioned that 2016 will be the year to start preparing for the water augmentation.

Discuss Trustee Participation and responsibilities:

Mayor Pro Tem Terrell expresses concerns that there have been many absences of the Board of Trustees adding pressure on to other Trustees. He feels everyone needs to pull together and step up to the plate to move forward, and do as much as they can. Attorney Farish recommends that Trustees talk with each other and how they feel about taking on their responsibilities.

Codification Workshop – Reminder – February 18, 2015 at 6p.m.:

Attorney Farish wants to get this finalized and get it off to the codifier as soon as possible.

Boards/Committees Reports:

Tree Board – Quarterly:

Discuss dissolving Tree Board and advertise for new members, reinstate Tree Board in April:

Mayor Pro Tem Terrell explained that the Tree Board is down to a few members and feels that it would be a good idea to dissolve the Tree Board and start advertising to have fresh new members. He stated that Saguache has been Tree City USA for 25 years. Dan Pacheco also agrees that this is good idea.

MOTION by Trustee Virdin; Second by Trustee Johnson

Trustee Virdin moved to approve the dissolving of the Tree Board, with the promise of advertising.

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

VOTE: 5 – Aye; 0– No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Vista Grande Update:

Report from committee and surveys: Patricia Miller reported that the Vista Grande Survey had 64 online responses and had 37 hard copy surveys handed in, she feels they received a lot of great information. Mimi has been asked to make some changes to the Vista Grande recreation map. They added an additional trail to connect to BLM trails that are not motorized. Ms. Miller also reported that at the last Vista Grande meeting they decided they would like to see something out there by summer 2015. She also added that the north area needs cleaned up, and would like to see the gray/shaded area on the map be turned into a parking and restroom area. She asked that the Town do minimal work making the area accessible. Town Clerk Garcia suggested putting up signage/disclaimers out in the area to warn visitors of snakes. Ms. Miller responds that ScSeed has received a 5,000.00 grant to help with the purchase of signs.

Discuss renaming: Mayor Pro Tem Terrell said that this thought came to him from two town citizens they pointed out that recreation area denotes Federal area, while “Park” is used to describe any municipal recreational area.

MOTION by Trustee Virdin; Second by Trustee Engquist

Trustee Virdin moved to approve the renaming of Vista Grande Recreation Area, to Vista Grande Park.

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

VOTE: 5– Aye; 0– No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Coleman Offer: Annie Nielson has not heard back from the Coleman’s.

Educating the public on Vista Grande: The results of the Vista Grande survey showed that for most part citizens know or have heard of Vista Grande, yet 21 people didn’t know. Mayor Pro Tem Terrell feels educating the public through newspaper articles would be helpful.

Formally ask BLM for a buffer zone: Mayor Pro Tem Terrell said one of the ideas that have been brought up is asking BLM for a buffer zone against OHV’s. The Town has the legal right to ask for a buffer zone.

Schedule public tours: Because of snow and holidays Mayor Pro Tem Terrell felt this would be an ideal time for tours, after two Saturdays of tours had passed more phone calls came in for tours. Mayor Pro Tem Terrell would like to add more scheduled tours. Dan Pacheco has volunteered to do a tour February 20th, and Mayor Pro Tem Terrell volunteered to do February 21st; both tours to be held at 1pm.

Mimi’s timeline for completion: Mimi is looking to have everything wrapped up in February. With Town Board approval she will continue with the in-depth planning and breakdown of details in map. Master Plan will be brought to the Town Board for approval.

Respond to Mimi’s question: Board gives consent for Mimi to move forward.

Historic Preservation: Trustee Engquist reports that the Historic Preservation Committee would like to reduce their size from 7 to 5 members. Trustee Engquist also reported that she will be going to the “Saving Places” conference; she asked that she be reimbursed for the training funds in the amount of \$275.00.

MOTION by Trustee Lovato; Second by Trustee Virdin

Trustee Lovato moved to approve the reimbursement to May Engquist for the “Saving Places” conference in the amount of \$275.00.

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

VOTE: 5 – Aye; 0– No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Trustee Engquist and Mayor Terrell will be going to CML training on January, 27th. Also the Town will apply for the scholarship to go to the CML conference. Town Clerk Garcia will submit the application and supporting documents.

Old Business:

Discuss articles in paper by Trustees – bring your ideas: All the Trustees will be responsible for writing 1 to 2 articles within the year. Mayor Pro Tem Terrell asks that all facts are correct; share your articles with other trustees before submission to the newspaper. He also asked that articles educate citizens, while portraying our town in a good light. Trustee Virdin said that he’s planning to do a Town Board corner, informing the citizens about current events and projects that the Town is working on.

Land Leases 2015: This item was tabled until next Town Board Meeting in February.

New Business:

Review/Discuss/Approve Grant Writing Proposal: Kim Smoyer would like to apply for an administrative grant to pay for her services to write grants for the Town. The Town will have to match part of the grants that are received. These grants will help Town Hall get remodeled/renovated, and the Community Building. Kim Smoyer will also be training the Deputy Clerk Reed on grant writing.

MOTION by Trustee Johnson; Second by Trustee Engquist

Trustee Johnson moved to approve the grant writing proposal and grant training by Kim Smoyer. Vote as follows: Trustee Engquist – Aye; Trustee Joel Johnson – aye; Trustee Lovato – Aye Trustee Virdin – Aye; Mayor Pro-Tem Terrell - Aye

VOTE: 5 – Aye; 0– No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Discussion on the County’s “Strategic Plan”: Trustees have until January 26th to suggest comments for the County’s Strategic Plan; Mayor Pro Tem Terrell asks that all Trustees leave a response to the ‘Strategic Plan’.

Discuss Trustee assignments: cover committees, tasks to be done (i.e. staff evaluation policy), meeting to attend, homework, and timelines – bring list:

Trustee Virdin asked if we have too many irons in the fire. Trustee Lovato stated that grant money is available now. Mayor Pro Tem Terrell added when there is an opportunity we have to go for it. He feels that if everyone does a small part or writes a small grant, all this will lead to something great. Mayor Pro Tem Terrell suggests everyone make a list of what they want to see happen in the next year or two, and also what they can do to help then bring it all together to make a unified plan. Town Trustees plan to have a Board retreat February 14th from 8:00am-12:00pm at Trustee May Engquist’s home.

Trustee Comments: Trustee Johnson would like to develop a welcome packet for new residents and businesses that move into the Town of Saguache.

Reports:

Clerk’s Report: No water shutoffs, all payments were received. The CML conference scholarship was discussed earlier.

Written Report: Written report was shared with all Trustees prior to meeting.

Discuss submitting applications for Conservation Trust Funds from Saguache County: Town Clerk Garcia reported the County is accepting applications, she asked what the Trustees what should the Town apply for. Mayor Pro Tem Terrell says lets go for it, it could be restrooms at Vista Grande,

General Discussion:

Trustee Virdin encourages Town Board of Trustees to call Kiffani Lee, in regards to Sweet Zay’s.

Town Clerk Garcia spoke to Wendi Maez and the only day that County Commissioners can meet is Tuesday, February 3rd at 4:00pm, meeting location at Town Hall. The Trustees agreed that day would be fine.

Maintenance Report:

Written Report: Dan Pacheco reported that the Town did not receive the water and sewer grants he had applied for, part of these grants were meant to help with water and sewer improvements.

Discuss seepage investigation: Dan Pacheco reported that the Town needs to complete an investigation to see if the liners are working at the lagoons and holding up, this has to be done by a certified engineer. The Town had received a letter of noncompliance, stating the Town could be fined if the investigation is not done by the March 1st deadline.

MOTION by Trustee Virdin; Second by Trustee Johnson

Trustee Virdin moved to approve Williams Engineering to complete Water Seepage Investigation Report.

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

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Discuss water usage: Dan Pacheco reported that the last water sample from the well came back okay; we are still chlorinating lightly, and will continue to do so until cleared. A request was put in for a chlorination system last year; it was approved Colorado Department of Public Health & Environment [CDPHE]. The Chlorination system was to be completed in February; he added that the Town needs to apply for an extension due to budget concerns, and the February deadline will not be met. Trustee Lovato asked if there are any alternatives other than using chlorination in the water. Dan Pacheco responds that after looking for other alternatives than chlorine, it does not look very promising; he added that we have to have some kind of chlorination and residual in the system it looks as though Clorox is going to be the answer for that.

Discuss Community Building floor damage: The community building floor damage was done at the holiday bazaar on 12/6/14. Mayor Pro Tem Terrell explained when you put that deposit in, it comes with responsibility. Trustee Lovato said the spot only needed sanded and refinished. Dan Pacheco responds that the damage was so deep that the entire floor needs to be redone.

MOTION by Trustee Engquist; Second by Trustee Lovato

Trustee Engquist moved to approve keeping the damage deposit from The Friends at the Library for damage to the Community Building floor.

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

VOTE: 5 – Aye; 0 – No; 0 – Abstain

Let the minutes reflect the vote was unanimous.

Executive Session (if needed):

Adjournment: There being no further business, the meeting was adjourned by Mayor Pro Tem Terrell at 10:08 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO

Greg Terrell, Mayor Pro Tem

ATTEST:

Therese Garcia, Town Clerk