



**THE TOWN OF SAGUACHE
BOARD OF TRUSTEES
REGULAR SESSION
October 8, 2018**

Meeting was called to order at 6:30 p.m.

Roll Call:

Board Present: Mayor Samora, Mayor Pro-Tem Arredondo, Trustee Wilson, Trustee Aldrich, Trustee Hansen, Trustee Torrez **Absent:** Trustee Collins

Staff Present: Town Clerk Garcia, Deputy Clerk Sanchez, Public Works Supervisor Helmick, Town Attorney Gene Farish

Moment of Silence and Pledge of Allegiance

Changes and Adoption of Agenda

1. Before a list of bills and minutes Letter of Resignation from Randal Arredondo effective after Consent Agenda

Motion: Mayor Pro-Tem Arredondo moved to accept the changes to the agenda.

Second: Trustee Hansen

Discussion: None

Vote: Aye – 6, No – 0, Abstain – 0 *Let the record show the motion passes.*

Sheriff's Report:

Officer James Knight from the Sheriff's department presented the written report. Trustee Torrez asked about the hours they are patrolling in Town. Officer Knight stated that the hours will vary throughout the week. Mayor Samora asked if there were any comments.

Motion: Trustee Wilson moved to approve the Sheriff's report

Second: Mayor Pro-Tem Arredondo

Discussion: None

Vote: Aye – 6, No – 0, abstain – 0 *Let the record show the motion passes*

Citizen Comments:

Mike Wheeler – Asked about the bathroom in the Dave Martinez Park. Noticed that the roof on the building had been changed, how much over budget are we and when was it going to be completed? Public Works, Jarrod Helmick let him know he had to remove the roof to install the soffits. It will then be painted and completed. Also, in regards, to 4th Street, did find the American with disability act – there are codes for handicap parking spots and would like the handicap spots to look like all other municipalities. Jarrod will be correcting the painting on handicap sites.

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. **Resignation of Mayor Pro-Tem Arredondo** – Mayor Samora read the letter submitted by Mayor Pro-Tem Arredondo to be effective after the consent agenda items are approved.

2. **List of Bills October 8, 2018**

Trustee Aldrich indicated that he would abstain from the consent agenda items because one of the items on the list of bills.

Motion: Mayor Pro-Tem Arredondo moved to approve the bills for October 8, 2018.

Second: Trustee Wilson

Discussion: None

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

3. **Minutes of September 10, 2018**

Motion: Trustee Wilson moved to approve the minutes for September 10, 2018.

Second: Trustee Hansen

Discussion: None

Vote: Aye-6, No-0, Abstain-0 *Let the records show the motion passes*

New Business:

1. **2018 Proposed budget presentation**

Town Clerk Garcia explained to the board some of the scenarios that could change the way the budget looks after the election. She would like a work session to talk about the budget before it is due to the Saguache County Commissioners in December. It was decided to have a budget work session on October 24, 2018 at 6:30 p.m.

2. **Water Relay Alarm System quote – Sales tax grant**

The Town received a \$5000.00 grant to purchase the water relay system. They are working with a company to purchase the relay system.

3. **Review/Discuss/Approve Insurance coverage contract with CIRSA – Liability and property**

Motion: Trustee Wilson moved to approve the insurance coverage contract for the liability and property

Second: Trustee Hansen

Discussion: None

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

4. **CIRSA Audit Review**

Public Works Supervisor Helmick explained the audit review and what needs to be corrected by the town in order to comply with CIRSA.

Old Business:

1. **Town Hall renovation additional work- Chimney repair estimate** -Quote for chimney cap for the town hall came in at\$1190.00

Motion: Trustee Hansen moved to approve the repair of the chimney at the quote rate of \$1190.00

Second: Trustee Aldrich

Discussion: None

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

Mondragon Property -Discussed the dilemma on what to do with the asbestos abatement because the estimated cost came it at over \$137.000. Clerk Garcia let the board know she was working with the Environmental Protection Agency and Colorado Department of Public Health possibly to help with the abatement. She also stated that the board should consider other uses that would allow for use of grant funds. The Board of Trustees instructed Clerk Garcia to continue to explore other options.

Boards/Committees Reports:

1. **Review/Discuss and Approve: Board member approval for Historic Preservation Heidi D. Wong.**

Motion: Trustee Hansen moved to approve Heidi D Wong letter of interest for the Historic Preservation Committee.

Second: Trustee Wilson

Discussion: None

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

Ordinances/Resolutions/Public Hearing:

1. **Review/Discuss Approve Resolution 2018-S** – A resolution opposing “Amendment 74”, an attempt to amend the Colorado Constitution to drastically limit State and local government services at a high cost to taxpayers.

Motion: Trustee Wilson moved to approve Resolution 2018-S

Second: Trustee Hansen

Discussion: None

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

1. **Review/Discuss/Approve Resolution 2018-T** - A Resolution of the Town of Saguache Authorizing the Saguache Historic Preservation Commission to act as a reviewing entity for the State Income Tax Credit Program for qualifying rehabilitation projects C.R.S §39-22-514.5, as amended.

Motion: Trustee Hansen moved to approve Resolution 2018-T

Second: Trustee Aldrich

Discussion: None

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

Leigh Ann Buniger asked the status of the MOU with Saguache County to do Historic Structure Assessment on the Saguache Clinic. She would like to move forward with this project as soon as possible. Clerk Garcia asked that the HPC board request to be placed on the Saguache County Commissioners Agenda.

Attorney Report:

Attorney Report – Attorney Farish discussed the ballot for Marijuana and some of the issues we encountered with the wording. Attorney Farish asked the Secretary of State office to give some input on the structure. The Secretary of State suggested combining the question into one Tabor initiative for the retail marijuana and a second question for the medical marijuana issue.

Shared with the board the Town of Crestone zoning. Explained it is a pretty typical type of land use map and that if the Board of Trustees should decide to move towards zoning this could be a useful template to follow. He also asked the board if they were aware of the new liquor laws and how they will affect local stores. He discussed the removal of distinction between 3.2 percent and 6 percent beer designation.

Staff Reports:

Maintenance Report - Oral report: Public Works has gotten all the water testing back from the state. Mowed lagoons so the e-coli level would go down. Jarrod Helmick gave a briefing on jobs that they have been working on which included multiple water and sewer taps and locating water and sewer lines for RMS. The board asked if Public Works could give beginning and end mileages on the vehicles every month. Public Works also asked what the policy is for snow removal on how much snow must fall before they get out to plow. Policy states that at 2 inches of depth they are to start the plowing. Jarrod Helmick also asked if they could get clothing equipment for winter. Board approved that Public Works could get clothing equipment for them.

Town Clerk – Oral – Town Clerk has covered her report throughout the meeting.

Code Enforcement Report – Written- Code Enforcement has been busy handing out 2 complaint forms and working with law enforcement. Was asked by the board what Code Enforcement has on their plate for the month of November.

Trustee Comments:

Trustee Hansen: Talked about the sub water and wanted to know how the town is involved with Barry Van Sant and David Mixon when it comes to the sub water study they are doing. She also thinks everybody is pulling together and doing a great job.

Trustee Aldrich: The budget is looking the best he has seen since he has been on the board and really likes it.

Trustee Torrez: Everybody doing a great job.

Trustee Wilson: Thanks to all the staff for everything they do.

Mayor Samora: Likes the staff and thinks the 4 staff members are pulling evenly on the wagon. Would like to compliment the board for their thoughtfulness on items that come before them.

Executive Session (if needed):

For Discussion of personnel matters (C.R.S. 24-6-402(1)(f) and not involving any specific employees who have requested discussion of the matter in open session – Deputy Clerk evaluation

Motion: Trustee Wilson moved to go into Executive Session for Discussion of personnel matters (C.R.S. 24-6-402(1)(f) and not involving any specific employees who have requested discussion of the matter in open session – Deputy Clerk evaluation

Second: Trustee Torrez

Discussion: None

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

Entered Executive session at 9:42 PM.

Mayor Samora: The time is now 10:00 pm, and the executive session has been concluded. Participants in session were Trustee Wyoma Hansen, Trustee Loren Aldrich, Mayor Elvie Samora, Trustee Janice Torrez, Trustee Amber Wilson, Attorney Gene Farish, Town Clerk Garcia and Deputy Clerk Tina Sanchez. For the record, if any person believed that any substantial discussion of any matters not included in the motion to go into executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meeting Law, I would ask you to state your concerns for the record.

Town Clerk Garcia asked the board to consider a merit increase for Deputy Clerk Sanchez from her current wage to \$15.25 per hour but not less than \$15.00 based on her performance.

Motion: Trustee Wilson moved to approve the and increase in the Deputy Clerks wages from \$14.35 per hour to \$15.25 per hour.

Second: Trustee Hansen

Discussion: Trustee Aldrich confirmed that it would be one constant rate and not a dual rate based on code enforcement.

Vote: Aye – 5, Trustee Hansen, Trustee Wilson, Trustee Torrez, Mayor Samora, Trustee Aldrich No – 0, Abstain – 0. *Let the record show the motion passes.*

Adjournment:

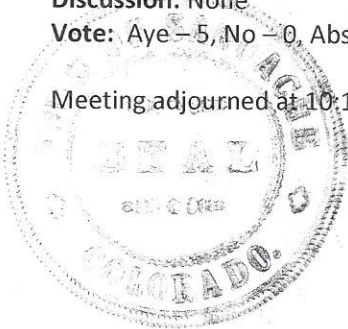
Motion: Trustee Aldrich moved to adjourn.

Second: Trustee Wilson

Discussion: None

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

Meeting adjourned at 10:10 pm.



TOWN OF SAGUACHE, COLORADO

BY: *Elvie M. Samora*

Mayor, Elvie M. Samora

ATTEST:

Iris Garcia

Town Clerk, Iris Garcia