

**Regular Meeting**  
**Town of Ignacio Board of Trustees**  
**Tuesday, December 12, 2017 6:30PM**

**I. CALL REGULAR MEETING TO ORDER: PLEDGE OF ALLEGIANCE AND ROLL CALL:**

Mayor Stella Cox called the regular meeting to order at 6:34 p.m. by leading in the Pledge of Allegiance. Trustee Atencio requested a few seconds of silence for the two individuals that were shot in Aztec.

**Trustees Present:** Mayor Protem Alison deKay, Thomas Atencio, Sandra Maez and Dixie Melton. **Staff:** Mark Garcia, Interim Town Manager; Diana Briar, Town Treasurer; Dan Naiman, Community Development Coordinator; Jeremy Schulz, Public Works Director; Kirk Phillips, Chief of Police; David Liberman, Town Attorney.

**Trustees Absent:** Lawrence Bartley, Edward Box III

**Audience:** None

Trustee deKay requested that an item be added to the agenda under New Business, V. G., Staff Christmas Bonuses.

Mr. Garcia suggested that we move items V. D., V. E., and V. F. up in the agenda for Diana's sake, as she has a family emergency and needs to leave the meeting early (she left at 7:05PM).

**II. PUBLIC COMMENT: None**

**III. CONSENT AGENDA:**

**A. Regular Town Board Meeting Minutes of November 6, 2017**

**B. Financial Records – Check Register for November**

**Trustee deKay moved to approve the items under the Consent Agenda. Trustee Maez seconded the motion and it passed by unanimous voice vote.**

**IV. NEW BUSINESS:**

**A. Resolution 04-2017 - Certification of Mill Levy:** Trustee Melton moved to approve Resolution 04-2017, Certification of Mill Levy. Seconded by Mayor Protem deKay. The motion passed unanimously by roll call vote.

**B. Resolution 05–2017 - Adoption of 2018 Budget:** Discussion regarding transfer of money from gas fund to water fund to help with grant and to sewer fund so it does not end the year with a negative balance. After some discussion regarding the transfer of funds, Mayor Protem deKay moved to adopt Resolution 05-2017 Adoption of 2018 Budget,

with the addition of the note in water and sewer relating to the gas transfer. The motion was seconded by Trustee Melton and passed unanimously by roll call vote.

- C. **Ordinance 332 – Appropriation of the 2018 Budget:** Mayor Protem deKay moved to adopt Ordinance 332 Appropriation of Additional Sums of Money to the various funds. The motion was seconded by Trustee Maez and passed unanimously by roll call vote. Diana Briar left at 7:05PM.
- D. **Ordinance 330 – Municipal Code Amendment, Chapter 1, Administration, Section 1-5-1, Regarding Elections.** Mayor Protem deKay moved to approve Ordinance 330. Trustee Atencio seconded the motion and it passed by unanimous voice vote.
- E. **Ordinance 331 – Municipal Code Amendment, Chapter 9, Business, Article 3, Section 1 and Section 2, Regarding the Imposition of 1% Sales Tax.** Discussion: Money will be used for capital improvements; can be used for matching grants for capital improvements. Promotion discussed – each Trustee can individually promote this ballot question, but the Board as a whole cannot. A statement of pros and cons can be put together and distributed to our constituents. It could be used as a platform for those who are up for re-election. Sunset clause – pros and cons discussed. Trustee Atencio moved to approve Ordinance 331, approving the Ballot Question to be submitted to registered electors of the Town of Ignacio at the regular election on April 3<sup>rd</sup>, 2018, on the issue of the approval of an additional 1% sales tax, which amount is to be pledged to the Town of Ignacio Capital Improvement Projects. Mayor Cox stated that on the Ballot Question we want to remove the sunset. Trustee Melton seconded the motion. There was discussion on how to promote the ballot question; ideas of coffee with the manager, the business community can promote it, take it to the Chamber of Commerce, get a committee together specifically to promote this, etc. The motion passed unanimously by roll call vote.
- F. **La Plata Homes Fund PSA Renewal Two Year Term:** The cost of this is \$1808 per year for the two-year term; this covers home-buyer training and other items. Mr. Naiman talked about the Director’s visit to Ignacio and the possibilities of working with her in the future. Mayor Cox stated that she would like updates at least every six months (if not quarterly) to know what we are getting for our investment. Trustee Melton agreed. Trustee Melton moved to approve the Professional Service Agreement with the HomesFund for two years. Mayor Protem deKay seconded. The motion passed unanimously by roll call vote.
- G. **Staff Christmas Bonuses:** Mayor Protem deKay asked about last year’s bonuses (\$300 net for full-time employees; \$150 net for part-time). Town Manager explained that we have already spent the travel and training fund for the Board (where we got the funds for last year’s bonuses) and we have underspent the part-time position for Public Works Department and so we could take the funds from there. Mr. Naiman stated there are underspent funds in his budget as well, so some of the bonuses could come from there.

The Town currently has 17 full-time employees and a couple of part-time employees (\$5,500 net plus taxes, etc.) = somewhere around \$6K. Town Manager explained that we have had to do a supplemental budget each year due to over-spending; however, we do not need to do a supplemental budget this year because, although there are a couple of line items where we over-spent, we have been more fiscally conservative this year and the auditors stated that no supplemental budget is needed. Mayor Protem deKay requested that this item be addressed in October or November of each year, rather than waiting so late in the year to bring it up. Trustee Melton moved to approve bonuses in the amount of \$300 net for full-time employees and \$150 net for part-time employees; Mayor Protem deKay seconded; the motion passed by roll call vote; all members of the board voted "Yes" except for Mayor Cox who abstained.

**V. UNFINISHED BUSINESS: None**

**VI. STAFF REPORTS:**

- A. Police Report** – Chief expressed appreciation to the Board, on behalf of himself and his staff, for the Christmas Party. He apologized that his report was not in packet; he had sent it to Georgann, but Tuggy prepared the packets this month due to Georgann's absence. He expressed appreciation for the positive words from Trustee Atencio regarding the budget and acknowledged that the heavy lifting was done by Mark and Diana. He commented about situation in Aztec; he stated that there was an active shooter training here in Ignacio about 6 weeks ago. He stated that law enforcement relies on the schools and what they do in-house to prepare for such an event. Aztec was well trained and did all the right things; if they hadn't, it could have been a lot worse of a tragedy than it already was. An active shooter event is his biggest fear for our area. IPD will offer in-service trainings before school begins next year. The goal now is to have a full-blown exercise with our school district in 2019; our school district is not yet ready for that exercise. Each officer in our department has between 40 and 100 hours of training in handling an active shooter event. Our school district has been slow to implement the training on the first five minutes of an active shooter incident, which are the most critical moments of an incident like this; now that this has happened so close to home, they may be more open to that training. Officer Boyce is preparing for a presentation in March of next year. Chief stated that you need to be aware of your surroundings and if you see something suspicious, report it. Mr. Garcia stated that it is in the budget to have a resource officer for the schools next year. Chief stated that we will be in compliance with the revised statutes that have been updated regarding municipal holds and the wording on arrest warrants.
- B. Public Works:** Jeremy gave an update regarding new equipment (radio readable meters). Quarterly sampling done for tank removal. Tree cutting budget has been used up; will overspend, but hope to make that part of the capital improvement plug for the ballot question.

- C. **Treasurer:** Report to be emailed.
- D. **Community Development Coordinator:** On track with building permits from last year; revenue similar to last year as well. Code enforcement is a never-ending job; trailers have been removed from the streets up on the hill. Mr. Olguin is absent; waiting for a warrantee bond. We should have all receivables from C+B Consulting by the 15<sup>th</sup> of December. Dan has a contact at CDOT to begin working on signage along the highway, as well as a safe crossing at Becker Street and Highway 172. Will be addressing the issue of livestock in the Town at tomorrow evening's Planning Commission meeting. Working on ADA Compliance in Town Hall buildings. Mr. Garcia stated that we believe we are being underserved by CDOT and he has written a letter to them that the Mayor will sign, expressing the needs we have in the Town – resurfacing Goddard/Highway 172, safe crosswalks, etc. He used the bridge to nowhere as an example - \$30 million from Region 5 has gone to the bridge (and they spent \$30 million from Region 5 in the first phase, totally 60 million) and we are still needing the main road re-surfaced and safe crosswalks. Mayor Protem deKay stated that the crossing between the Library and Farmers Fresh has heavy traffic.
- E. **Town Manager:** Diana will email finance reports once she has closed out last month's financials. Next Thursday will meet with consultant for an update on their rate analysis. Tribe received proposal for rate analysis last week; \$16,000 for the rate analysis. We agreed to share this cost; this \$8,000.00 is not budgeted. We will pay for the Tribe to do a rate analysis on their own rates. How do we structure it so the costs fall on them? Perhaps we should stipulate that if the rates are determined to be too high, they will be required to pay for the rate analysis. RG & Associates has been chosen to do the rate analysis. Pat Vaughn is the contact at the Growth Fund for utilities. Mayor Protem deKay said that she feels that the Town needs to pay the \$8,000.00 because we said we would share the cost. Mayor Cox said we should at least inform Mr. Vaughn of the process of how we got to this point and ask about negotiating the amount that the Town has to pay for the rate analysis on the Tribe's rates. Mr. Garcia asked if the Mayor would be willing to reach out to the new Tribal Chairman after the election to see what they have to say. She said she has already reached out to Cedric Chavez who ran for council. Mr. Atencio expressed frustration that we have been fighting this issue for years and we are only now to the point of finding a company to do a rate analysis. He would like to explore the option of building our own sewer plant. RPI is doing the rate analysis for us. Ms. deKay stated that the contract with RG & Associates needs to be a dual contract; they need to know that the money is not just coming from the Tribe. Mr. Garcia stated he would look into that. First National Bank (Ron Dunavant) is interested in using the Community Center as a temporary place for a bank; would like to do a lease with option to purchase. This would displace the Town from the Community Room; we would need to find another location for Board Meetings, trainings, etc. Do we want to entertain further discussions and negotiations with them? After some discussion, the consensus was to ask Mr. Dunavant to bring us something substantial to consider. Grant work is taking up the majority of Mr. Garcia's time right now.

**F. Town Attorney:** Mr. Liberman has been working this past month on election ordinance, sales tax and Family Dollar issues. He expressed appreciation for Christmas Party.

**VII. TRUSTEE REPORT:** Mayor Protem deKay said that her father has written a book about heaven, The New Jerusalem, and she would be happy to send the link to anyone who is interested. Several responded.

**VIII. MISCELLANEOUS:**

**IX. ADJOURNMENT:** Being no further business before the Board, Mayor Cox adjourned the meeting at 9:10 p.m. The next regular meeting will be Tuesday, January 16, 2018, at 6:30 p.m. in the Abel F. Atencio Community Center at 570 Goddard Avenue.

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**Stella Cox, Mayor**

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**Date**

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**Attest:**