

**Regular Meeting  
Town of Ignacio Board of Trustees  
Tuesday, January 16, 2018, 6:30PM**

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

Mayor Stella Cox called the regular meeting to order at 6:30 p.m. by requesting that Trustee Box lead in the Pledge of Allegiance.

**Trustees Present:** Mayor Protem Alison deKay (arrived at 7:20PM), Thomas Atencio, Sandra Maez and Dixie Melton. **Staff:** Mark Garcia, Interim Town Manager; Diana Briar, Town Treasurer; Kirk Phillips, Chief of Police; Dan Naiman, Community Development Administrator; Jeremy Schulz, Public Works Director.

**Trustees Absent:** Lawrence Bartley

**Audience:** Clark & Sharon Craig, Pete Vigil

Mayor Cox stated that an item needs to be added to the agenda under New Business, V. C., Planning Commission Application.

**II. PUBLIC COMMENT: None**

**III. CONSENT AGENDA:**

**A. Regular Town Board Meeting Minutes of December 12, 2017**

**B. Financial Records – Check Register for December 2017**

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

**IV. UNFINISHED BUSINESS: None**

**V. NEW BUSINESS:**

**A. Board of County Commissioners – Dinner Meeting Dates for 2018 : March 8, May 10, November 8 – All at 5 :30PM at Willows Café.** These dates were accepted by consensus.

**B. Resolution 01-2018 – Designating Public Posting Locations for Meeting Notices:** Trustee Melton moved to adopt Resolution 01-2018 – Designating Public Posting Locations for Meeting Notices. Seconded by Trustee Box. The motion passed by unanimous voice vote.

**C. Planning Commission Application:** Clark Craig would like to join the Planning Commission. A copy of his application was given to each Board Member to review because it is the responsibility of the Board to appoint the Planning Commission members. Trustee Atencio moved to appoint Mr. Clark Craig to the Planning Commission. Trustee Melton seconded the motion. Mayor Cox offered an opportunity

for Mr. Craig to speak or ask questions; he stated that he does not have any questions; he has been attending the Planning Commission Meetings and working with Dan to become familiar with the process. Mayor Cox called for a vote; the motion passed by unanimous voice vote. The Board welcomed Mr. Craig as the newest Planning Commission member.

## VI. STAFF REPORTS:

- A. **Police Report:** Began Active Shooter Training with school district; focused on reunification protocols, which is the very end of an event. The district is not ready for an active shooter training; training is scheduled for every two months with an active shooter drill either at the end of summer or next year. Will simulate a full drill at the end of all the various training components. Resource Officer: School Board will have a retreat in the next couple of weeks where they will determine if they will move forward on this or not. It is a 3-4 month lag to get someone hired and trained; want an experienced officer which makes it harder to fill the position. 2017 stats; up by 6% over 2016. Fraud – up quite a bit.
- B. **Public Works:** Regular staff report and 2017 summary – gas line replacement project completed; still have 340 new gas meters to be installed; GIS mapping completed; street repair on Lampert; CIP Plan completed; No Further Action Required is anticipated for tank removal; attended several meetings with Mark regarding the irrigation system – Southwest Basin Round Table approved grant funding of \$48,750 for irrigation improvements, and are looking for more money through other sources. 7 incidents with gas system due to replacing almost a mile of pipeline (5,100 feet of main); no fatalities or injuries, but 85 customers without gas is a major incident. Entire gas system can now be isolated in 2-block increments. Mr. Atencio gave praise to Public Works Department for maintaining safety. Workman’s Comp insurance has gone down in price due to a good track record. Jeremy expressed appreciation for the kind words. Tree work has been done; more will be done in the months ahead. Need to think about replacement of hydrovac truck. While we cannot get the pressure that a newer truck could get, it is valuable in the event of a spill; it is important to be able to contain a spill so that you don’t have the additional costs of EPA notifications, leakage and subsequent clean-up, HAZMAT reporting, etc. Will research shared services with county and/or Bayfield, research cost of a used hydrovac, etc.
- C. **Treasurer:** Have not received all revenue or expenses yet for 2017. Received \$336,000 in sales tax revenue from the Town; had only budgeted \$295,000. We received \$862,000 from the County and had budgeted \$720,000. Got an email from auditors; should be here first or second week of April. Sewer, water, and irrigation were over budget, but still have a fund balances (except sewer); monies will be transferred to cover the deficit in the sewer fund. Should have all numbers by next meeting.
- D. **Community Development Administrator:** Year in Review – a lot accomplished last year; new homes, permit numbers increased, hoping to keep momentum going. Seeking new members for the Board of Adjustment. Mayor Cox asked about business cards for the Trustees; we do not have an estimated timeline for the receivables, although the

consultant's latest statement is that we should have them by the end of the week. Mayor Cox stated that she likes the letterhead. Mr. Garcia stated that the consultant has not performed on many items to close out the project and he is leaning on her to complete those items, which include graphics, signage plan, and other items.

- E. Town Manager:** Year-end report on what was worked on in the organization. Listed on-going or continuing projects. Regarding the lease or sale of Town Hall property to First National Bank, there have been no further discussions at this point in time. SUCAP Property on Goddard (7 lots) – discussion with SUCAP Director; they are interested in a joint effort with the Town. Perhaps use these lots to move Town Hall to, and also set up a bus barn / shop facility for SUCAP buses. Property by Ignacio Family Medicine is another potential option. Mayor Cox stated that she watched video regarding the tax question; Mark did a good job making the statement that we are using this to improve the infrastructure, the streets, and the Town as a whole. Mr. Garcia stated that the graphic regarding the 5.4 million that was included in that report was not based on information that he provided; it was something they came up with on their own. Mr. Garcia stated that he has received an engagement letter from a brokerage firm that desires to provide services regarding bonding, etc. Regarding the election, Tuggy is managing TABOR notice, etc. Mr. Garcia is looking for someone to head up an issues committee to promote the sales tax question. Petitions are out for nominations and due back on Monday, Jan 22, by 5:00PM. Mr. Garcia hopes to re-establish monthly meetings with new Tribal Chairwoman. He is optimistic regarding the firm that is doing the rate analysis; there is a 60-day window on this process. Mr. Garcia believes we may see a slight increase in water rates, but he is definitely anticipating downward movement in waste water. Lots of grant work; state round table gave thumbs up, but still need approval from Water Conservation Board. Same grant with Southwest Water Conservation District. Estimated project cost is \$130,000. All these monies to go toward irrigation to improve the pipeline and increase the pressure on the mesa (Zone 2), possibly using Los Pinos water and Good Night Ditch water. Mr. Garcia stated that he hopes to have staff evaluations completed by the end of this week; he was open to his own evaluation process with Board, a retreat, goal-setting for 2018, etc. Trustee Melton stated that she would like to have a retreat that involves the Planning Commission to look at ethics, roles of various commissions, vision for the future, etc. Dan is working on land use code update; hopefully it will be completed this year. Mr. Atencio stated that many of the renters in town are not registered voters; how do we get more people to register to vote? The consensus was that as each candidate seeks signatures, they should encourage individuals to register if they are not registered.

- VII. TRUSTEE REPORT:** Mayor Cox stated that some people have asked about street lights in town. Who is responsible for these lights? Town pays the bill; LPEA is responsible for repairs; sometimes it takes a while for them to go to the repairs. Mr. Garcia stated that he has found a quote for LED lights from several years ago; he thinks it may be time to look at that again. Mayor Cox asked for an update on broadband. Mr. Garcia stated that we have dark fiber in places around town; have signed agreement with SWCCOG who is looking at a grant to help small communities with fiber. Perhaps the Town could run the fiber and then

contract with a company to light the fiber and service it. It most likely will not be a priority this year with all the other items on Jeremy's plate (irrigation project, new meters, etc.). Mr. Atencio asked if this is something that the Town could do as another source of revenue rather than contracting it out to a service provider. Mr. Craig stated that, along with the cost of installation, configuration, connectivity, and 24/7 support is a perpetual contractual agreement on high dollar equipment. Mr. Garcia stated that even Durango has decided that it is not something they desire to do because of the cost. In any case, lighting the fiber may not happen this year, but it is something we are working on. Mayor Cox asked if the alleys can be paved. Mr. Garcia said that this is not part of our asphalt management plan; it is something we could look at in the future. Jeremy stated that paving would cover the irrigation pipes and that could cause major problems if there were a leak. Trustee Melton expressed appreciation for the new chairs.

**VIII. MISCELLANEOUS:** None.

**IX. ADJOURNMENT:** Being no further business before the Board, Mayor Cox adjourned the meeting at 8:45 p.m. The next regularly scheduled meeting will be Tuesday, February 20, 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:**