



## IGNACIO TOWN BOARD MEETING MINUTES

Monday, November 19, 2018 – 6:30 PM

570 Goddard Avenue — Ignacio Town Hall

- I. **CALL REGULAR MEETING TO ORDER:** Mayor Cox called the meeting at to order 6:47PM by leading in the pledge of allegiance.
- II. **ROLL CALL**

Present: Mayor Stella Cox, Mayor Pro Tem Alison deKay, Trustee Tom Atencio, Trustee Edward Box III, Trustee Sharon Craig, Trustee Sandra Maez, Trustee Dixie Melton

Absent: None

Guests: Clark Craig, Kathy Kent, Ellen Stein (Community Connections), Anne Kernan (Community Connections), Peter Tregillus (Southern Colorado Community Action Agency)
- III. **PUBLIC COMMENTS:**

None.
- IV. **CONSENT AGENDA**
  - A. Regular Town Board Meeting Minutes of October 15, 2018
  - B. Financial Records – Check Register for October 2018

**Action:** Mayor Pro Tem deKay moved to approve the consent agenda; Trustee Craig seconded; the motion passed unanimously by voice vote.
- V. **UNFINISHED BUSINESS**
  - A. Ordinance 334 – Local Licensing Authority for Special Event Permits

**Action:** Trustee Craig moved to approve Ordinance 334; Trustee Maez seconded; the motion passed unanimously by roll call vote.

  - B. Resolution 08-2018 – E911 Surcharge

**Action:** Mayor Pro Tem deKay moved to approve Resolution 08-2018; Trustee Maez seconded; the motion passed unanimously by voice vote.
- VI. **NEW BUSINESS**
  - A. Agency Funding Request Presentations
    - a. Community Connections – Ellen Stein, VP of Marketing & Development and Ann Kernan, Board member.

Community Connections provided support to 18 of Ignacio’s residents with developmental disabilities through three programs – Early Intervention (children 0-3 years); Family Programs; Adult Programs (4 of these were Southern Ute and 2 were Navajo). In 2018, there were 14 infants and toddlers in Ignacio; one family received financial and case management services; 3 adults received vocational support. Request for \$1,000.00; 72% of support comes through state funding (Medicaid). Mayor Cox expressed gratitude for their services as well as the education that came this evening. Mr. Garcia stated that this is already included in the 2019 budget.

b. Southern Colorado Community Action Agency – Peter Tregillus

Peter brought a PowerPoint presentation that showed history of funding for transportation; with the Tribe withdrawing funding this year and moving forward, SoCoCAA needs to find funding elsewhere. The request is for \$15,000.00 for 2019.

Mr. Garcia stated that this is included in the 2019 budget already.

B. Pinon Liquors – Liquor License Renewal

**Action:** Mayor Pro Tem deKay moved to approve Pinon Liquors Liquor License Renewal Application; Trustee Craig seconded; the motion passed unanimously by voice vote.

C. Annexation Hearing for ISD11JT and County Road 320 – Public Hearing

Mr. Garcia gave background information on this item. The public hearing has been noticed for four weeks as required by State Statute.

**Mayor Cox opened the public hearing.** Kathy Kent, 169 CR 320; in favor of annexation of the school as this will provide better police protection since they won't have to wait for County Sheriff's Office to show up. Her concerns are: Will CR 320 fall under Ignacio Municipal Codes? Will it be maintained? Will the Municipal Codes be enforced? She stated that there is a lot that happens up on the hill that most people are not aware of. Are you ready to be responsible for this? Will you actually step up to the plate? Ms. Kent asked Chief Phillips if he and his department would step up to the plate by patrolling the area more often, enforcing noise ordinances, stopping harassment, etc.

Chief Phillips assured Ms. Kent that, once this becomes Town property, IPD will assert full jurisdiction over traffic and any criminal matters. The issue that is faced currently is that the school is not within Town limits. Even so, IPD provides security and extra patrols to the school on a daily basis. He asked her to call with any complaints and concerns. He assured her that there will be a full presence there. SUPD has been up there; there have been traffic control signs placed in the area and they are working to slow people down.

Ms. Kent acknowledged that CR 320 is not currently within IPD jurisdiction; she stated that the traffic control signs are working for Candelaria Heights but not on CR 320. Chief Phillips assured her again that once this comes into Town of Ignacio limits, IPD will have a full presence there.

Ms. Kent asked the Board if they were going to step up to the plate. Mayor Pro Tem stated that she was not aware of any issues and asked Ms. Kent to express her concerns. Her concerns are: drag racing; trash thrown on both sides of the road; speeding; radios blasting at 2AM while people race down the road; during the summer people are at the school all night long; people harassing her; her driveway being used as a drop-off zone; safety of the kids in the school zone, etc. Various board members asked for details and clarification, which Ms. Kent provided. The Board members concurred with Ms. Kent's concerns for child safety. Ms. Kent restated that she supports the annexation of the school. Trustee Melton expressed appreciation for Ms. Kent's comments. There were no other public comments; **Mayor Cox closed the public hearing.**

Mr. Garcia stated that Ms. Kent's comments will become part of the record. The Town has complied with the requirement to notify special districts; no comments were received from them or from any individuals who might have received the mailing. The county has agreed to waive the impact report. Modifications still needed on plats. Annexation agreement still needs to be written; Mr. Garcia will address all of these during his staff report.

Mayor Pro Tem deKay asked for clarification on Lot 7. Zoning for Lot 7 will be agricultural.

#### D. Census 2020 Proclamation

Mr. Garcia stated that this is in support of the Census 2020. There is \$500 in the 2019 budget (Treasurer Briar stated it is under Operating Supplies under Community Development) that can be used for promotion of the Census. Trustee Craig asked if there will be a committee established. Ms. Dunton stated that this is the intent; she is waiting to hear back from the Census Bureau regarding a proposed meeting with Mayor Cox to establish the Complete Count Committee. The purpose of the committee is to disseminate information, especially to the hard to count populations, regarding the census; suggested members would be influential business owners, clergy, possible Town Board members, etc.

**Action:** Mayor Pro Tem deKay moved to adopt the proclamation; Trustee Atencio seconded; motion passed unanimously by voice vote.

#### E. Resolution 09-2018 La Plata County Hazard Mitigation Plan

Mr. Garcia gave some background information on this item, stating that this is an update of the 2013 plan. Chief Phillips has been the point person on this issue. If any of the Trustees are interested in a copy of the full document, they can obtain one via email (it is over 500 pages). Chief Phillips stated that the County sets the plan, and the various municipalities add their annexes to that. Three objectives of the HMP: minimize loss of life and injury of people; reduce damage to critical facilities and infrastructure; reduce risks to property, environment and economy of La Plata County. One of the most important things about having an HMP is that, if we have a catastrophic event, if we do not have an HMP we are not eligible for FEMA funds. La Plata County will adopt both volumes of this plan (Ignacio's portion is about 45-50 pages). This identifies the potential threats to our area – weather related events, catastrophic dam failure, and hazardous materials due to the main intersection of Hwy 172 and County Road 151. The County's plan has been amended and will be sent to the State and on to FEMA this evening; FEMA has a 45 day period to review and approve. All the municipalities are part of this plan (Tribe is not; they have their own HMP).

Trustee Atencio asked if there was required training and what the cost is to participate in this; Chief Phillips stated there is no required training and the cost is minimal (\$275.00). This plan puts Meadowbrook Trailer Park into the 100-year flood plain, which will impact the cost of insurance (federal requirement to have flood insurance if you live in a flood plain). Catastrophic dam failure would breach Browning at The Patio and flood south of there.

Mayor Pro Tem deKay asked about man-made threats such as damage to water supply or infrastructure; Chief Phillips stated that terrorist threats are not included in this plan.

**Action:** Trustee Atencio moved to accept Resolution 09-2018, adopting the 2018 Multi-Jurisdictional Hazard Mitigation Plan for La Plata County; Mayor Pro Tem deKay and Trustee Melton seconded; the motion passed unanimously by voice vote.

#### F. Walker Subdivision final plat approval

Planning Commission is in support of this subdivision. It was noticed to the required agencies; La Plata Electric Association responded by requesting an easement for electricity be shown on the plat. Mr. Garcia received this plat today, so it was not in the packet previously.

**Action:** Mayor Pro Tem deKay moved to accept the final plat for the Walker Subdivision; Trustees Melton and Box III seconded; motion carried unanimously by voice vote.

### VII. STAFF REPORTS

#### A. Police Department

As a result of the Active Shooter Training that has been taking place in the Ignacio School District, Dr. Fuschetto committed to purchasing Stop the Bleed kits and putting them in every school; these have now been purchased and installed; in-service training will happen soon and will also be made available to the community after the first of the year. By State law, schools practice a fire drill once a month; they are not required to practice lock down drills or active shooter drills. The last time a child was killed in a school fire was in the 1970's. We had an active shooting in Chicago today; this is now an almost daily occurrence and is so commonplace that it barely makes it into the news anymore. The trainings with the school are one more way to combat this problem.

Trustee Atencio asked about an event involving our School Resource Officer and a student; Chief Phillips stated that this was a personnel issue that has been addressed. The School Resource Officer is a Police Officer first and foremost and is not to involve himself in school disciplinary matters. In his previous job, it was expected of him to be involved in disciplinary issues; this has now been clarified for him and this will not happen again. Trustee Atencio accepted this explanation.

Trustee Atencio asked about the enforcement of the ordinance regarding parked vehicles that are used for storage along Browning Avenue. Chief Phillips responded that a list of the offending parties has been compiled and they have been notified that they will have two weeks to bring their vehicles into compliance. He stated that he would rather approach the individuals and have them voluntarily come into compliance than to start towing vehicles whose owners cannot afford to pay for the towing and/or impound bill. There have been a couple of people who have said "do what you've got to do" simply because they do not believe any action will be taken; however, most people are working toward compliance and IPD desires to work with these individuals. Trustee Atencio agreed and expressed appreciation.

## B. Public Works

Mr. Howlett gave an update on each area of responsibility:

- 22 one-call tickets

- No new gas projects; one emergency planning meeting with IPD and Fire Department
- Working with Mr. Garcia and Russell Engineering on Becker Hill and El Paso Hill projects;
- ordered 20 smart registers to see how they work with the new handheld meter reader
- Sewer flushing done; no other work needed through the winter

- Park inspections and adding sand to playgrounds each month; both parks winterized

- Working on irrigation pond expansion project with Mr. Garcia and Russell Engineering

- Street sweeping at least twice a week right now due to leaves

- Equipment review – purchased 1998 GMC 3500 dump bed truck

- Staff – all are currently taking gas tests

- Special events – hope to have Christmas decorations up by December 1 so they can be enjoyed for the whole month

Trustee Maez asked if the storm drains on Romero will be cleaned out; Mr. Howlett said they would.

Mayor Cox commented about the cleanliness of Goddard Avenue and expressed appreciation to Public Works and the various store owners who clean up in front of their stores. Mr. Howlett stated they had 16 full street sweeper loads of leaves in a two-week time frame.

Mr. Garcia stated that the Town will be selling the Chevy truck and requested that the information be placed in the newsletter; Chief stated that the auction will go live next Monday.

C. Treasurer

\$72,000 came in today from County Sales Tax, down 11% from last year at this time; we should still end within budget.

Irrigation shows a negative balance because we have not yet collected on the grants; we have to wait until the projects are complete, which won't be until next year. Treasurer Briar will talk to the auditors to see if it is an issue to carry a negative balance into next year since we know the funds are coming in then. Mr. Garcia stated that he will talk to the grantors to see if we can get part of the reimbursement funds prior to the project completion.

D. Clerk

Ms. Dunton gave an update on current licenses.

Ms. Dunton asked about the meeting schedule with the La Plata Board of County Commissioners. Trustee Craig will not be able to attend May 9; however, all the other Trustees expressed that the suggested dates will work for them.

CML Annual Conference scholarship opportunity – if interested, please apply.

E. Town Manager

Rate analysis – hope to get an update from the Tribe in December.

Town Budget addressed in the work session. Fee schedule in packet; please notify if questions or comments.

Code Update grant received; meeting with Planning Commission on 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays to discuss Municipal Code updates. Mr. Garcia invited the Board members to attend and stated that he will send the materials to the Town Board members as well as to the PC.

Dr. Fuschetto has taken the lead on the DOLA grant application; the Town has pulled out as we are not necessary to the process.

Planning & Building – have not put this out to bid yet; received an application from a local individual that is interested in the building service side of this position.

Raw water easement – good meetings initially with the Tribe; no update recently. David Liberman is continuing to work on the water side and filing necessary paperwork.

Jurisdictional agreement – no word from Tribe yet

Goddard crosswalks – engineering is more than what was originally thought would be required (based on CDOT requirements for special use permit); this is in the 2019 budget.

Recycling is going well.

Department heads are working on staff evaluations by end of the year.

Annexation agreement with the School District: Shop site – one lot owned by Town, two lots owned by the school; Becker Street needs to be deeded to the Town; easements that need to be worked on; subdivision of the lots into residential units. Mr. Garcia asked if the Town Board was interested in a possible joint meeting with school board to work together on this. Trustee Craig suggested that we also ask the school board to work with parents about student drop-off and teachers racing through the streets to not be late, etc. Mayor Cox stated that she is of the understanding that there are cameras operating 24/7 and suggested that the school press trespassing charges on those who are on the grounds after hours. Mr. Garcia stated that he will

bring these items to Dr. Fuschetto's attention. Consensus was to meet jointly with the school board. Mr. Garcia stated that he will continue to work on the annexation agreement and bring an update to the Board in December; he will also check with Dr. Fuschetto about a joint meeting.

Trustee Atencio asked for clarification of #6 of the draft annexation agreement – does this mean they have the opportunity to use the land for whatever they want? Mayor Pro Tem deKay stated that the agreement says “As set forth herein,” so it would need to be used only as identified in this document. Trustee Atencio stated that it still seems as though they would be able to add more housing on the top of the hill if they so desired, because it will be zoned single family residential. Mr. Garcia stated that this is a possibility. We do not currently have a government zone identified in our land use code; this would include schools, libraries, municipal buildings, etc. Sometimes schools have their own zoning district; our land use code does not have this either. R1 and R2 are primarily residential, but there is a use-by-right for schools, churches, etc. within the R1 and R2 districts. Mayor Pro Tem deKay stated that they would not be able to simply do what they want; they would need to go through the subdivision process and receive approval before they could put multiple homes on their land. The subdivision process is separate from the annexation process. Trustee Atencio asked if they would have to come back to the Board for approval of the subdivision; Mayor Pro Tem deKay stated that they would. Trustee Atencio was agreeable to that. Mr. Garcia stated he would word smith this section so that it is clearer what the process would need to be if the school decided they wanted to put multiple houses on their property. Trustee Atencio asked if this property would be hooked up to the Town's raw water system. Mr. Garcia stated they would. Trustee Atencio stated that he believes, then, that the water rights that are currently held by the school should be deeded to the Town as long as the school is using the Town's raw water system. Mr. Garcia stated that we can negotiate with them for these rights. Mayor Pro Tem deKay asked if the Town is waiving fees for the annexation. Mr. Garcia stated that we are waiving the annexation fee (\$1,500.00); the school board will pay for the platting of the lots. Trustee Melton stated that she would like to commend the Planning Commission for their commitment to updating the Land Use Code (two hours twice a month – that is a lot!). Trustee Craig stated that she has been attending these meetings because she knows that the updated Land Use Code will be presented to the Board of Trustees and she wants to know the thinking behind the changes that are being made.

Chief Phillips stated that the Taste of Christmas will take place December 7 and there will be a parade along Goddard so the street will be closed temporarily that evening. Trustee Box III stated that if there are not enough entries for the parade, the event will simply start at ELHI with the lighting of the tree.

Trustee Melton asked if there will be a Christmas Party this year. Trustee Box III stated he was waiting for Trustee Reports on the agenda to be able to talk about this. Trustee Melton asked also if bonuses for the staff would be addressed this evening or at the next meeting. Mr. Garcia stated this can also be addressed under Trustee Reports. Mayor Pro Tem deKay stated she would like to address it this evening so that it is not as last-minute as last year.

F. Attorney

None

**VIII. TRUSTEE REPORTS**

Trustee Box III stated that the Leonard C. Burch family wanted to invite the Town to the Annual Run/Walk on December 10 and gave some details about the event. The 7<sup>th</sup> Annual Leonard C. Burch Art & Literacy contest will be held; submissions need to be received by December 7. The family would like to make this a community-wide event. Mr. Garcia stated that this can be added in the December newsletter. Trustee Box III stated that the date has been secured for the Christmas dinner – December 14 at 5:30PM; working on menu and schedule. There will be a white elephant gift exchange and door prizes. December 3 is RSVP deadline. This event is for the Town Board, all Commissions, all Staff, and their “plus one.” Trustee Atencio asked about the Halloween Carnival; Trustee Box III gave an update and expressed appreciation for the financial support from the Town, stating that the desire is to build a bridge between the Tribe and the rest of the community.

Trustee Craig stated that the Director of the Economic Alliance (Roger Zalneraitis) has resigned; they are looking for an interim director.

Trustee Melton asked what staff bonuses were last year. Treasurer Briar stated is was net 300 per staff member. Mayor Cox asked if it was in the budget; Treasurer Briar stated that there is money in the budget; it would be taken from different line items than last year.

Trustee Melton moved to give staff bonuses at \$300 net for full-time employees and \$150 for part-time; Trustee Box III seconded. Mr. Garcia asked if the Board wanted the bonuses to be given at the Holiday Party; the Board said yes. Mayor Cox called for a roll call vote; she recused herself due to being married to a staff member. The motion passed with all other Board Members voting in favor of the motion.

**IX. MISCELLANEOUS**

None

**X. ADJOURNMENT**

**Action:** Being no further business before the Board, Mayor Cox adjourned the meeting at 8:51 PM. She expressed appreciation for everyone’s attendance at the meeting. The next regularly scheduled meeting will be on Thursday, December 13, 2018, at 6:30 p.m. in the Abel F. Atencio Community Room at 570 Goddard Avenue.

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**Stella Cox, Mayor**

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**Date**

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Attest: Tuggy Dunton, Town Clerk