



MEETING MINUTES of the IGNACIO TOWN BOARD

Monday, August 19, 2019 – 6:30 PM

Abel F. Atencio Community Room

570 Goddard Avenue, Ignacio, CO 81137

I. CALL REGULAR MEETING TO ORDER: Mayor Cox called the meeting to order at 6:30 PM by leading in the pledge of allegiance.

II. ROLL CALL

Present: Mayor Stella Cox, Mayor Pro Tem Alison deKay, Trustee Tom Atencio, Trustee Sharon Craig, Trustee Sandra Maez

Absent: Trustee Edward Box III, Trustee Dixie Melton

Guests: Clark Craig, Ron Dunavant, Shannon Mullane, Glen Walker, Emily Meisner, Tony Harwig

III. PUBLIC COMMENTS

Emily Meisner, 668 CR 224, Durango, CO 81301 – Economic Development Alliance Interim Executive Director. Board Retreat and set strategic initiatives to move things forward to support both the individual community's goals and the Alliance's goals. Are currently working on a sewer project for Durango (La Posta Road). Economic Development Alliance currently partners with Region 9, SBDC and Durango Chamber. Send info with Trustee Craig to the Alliance. The Alliance is a La Plata County organization, not Durango-central organization. EDA has learned that Colorado Water and Power Authority offers low interest loans (up to 30-years). EDA will share how they are funding the sewer project to give Ignacio ideas for funding. Mr. Atencio requested that Emily be put on the agenda to discuss this in detail (sewer, water, housing up on the hill, etc.)

Tony Harwig, Fire Chief – 943 Rancho Floridas Drive. Worked with Durango Fire for 36 years. Wanted a challenge to finish out his career; been here 6 weeks and enjoyed every day of it. Will be part of the Town Board Meetings in the future.

IV. CONSENT AGENDA

A. Regular Town Board Meeting Minutes of July 22, 2019

B. Financial Records – Check Register for July 2019

Trustee Atencio asked if these could be reviewed and voted on separately because he had a question on the bills that were paid. Mayor Cox agreed.

Action: Trustee Craig moved to approve the minutes. Mayor Cox called for a vote; the motion passed unanimously by voice vote.

Trustee Atencio asked about a bill for \$21,297 to Russell Engineering. He stated that he remembered approving a \$5,000 bill; he has not seen paperwork and he objects to the bill. Mayor Cox asked what this bill was for. Mr. Garcia stated that this was for the Full Conceptual Plan. Phase 1 was the Probable Construction Costs; that was the \$5,000 that was paid for the initial conceptual plan which has probable costs for construction at \$5.4 Million. Phase 2, the Full Conceptual Plan, was billed at \$25,000, with proposed construction costs at \$8.2 Million; the \$25,000 bill includes time for Russell Engineering to do wetland studies and pipeline studies. Mr. Garcia has expressed his discontent to the engineers for the initial estimate being so far below the final and asked for reduction in their

fees; therefore, the final bill was less than what we had contracted for. Mr. Garcia explained the breakdown of costs between Russell Engineering and Allen Plumber and Associates.

Action: Mayor Pro Tem deKay moved to approve the financial records for July 2019; Trustee Craig seconded. Mayor Cox requested a roll call vote. The motion passed with four aye votes and one no vote by Trustee Atencio.

V. UNFINISHED BUSINESS

A. ISD 11JT Annexation – Continued from July Meeting

Plat for Becker Street right-of-way in packet. Mr. Garcia brought attention to Parcel 3 (everything west of Becker up to Town property); he stated that the Town will vacate the Town lot and create a Parcel 3 that will be owned by the Town. Parcel 1 is the westerly portion of the school's property that is ultimately planned for residential development; Parcel 2 is the rest of the school property with admin buildings. There is an Ignacio Street right-of-way that protrudes into the plat; in 2015 the Town Board approved to vacate that portion of Ignacio Street and quitclaim it to the School District; however, it was never recorded. The water line easement in Parcel 2 has been negotiated as part of the Pressure Reducing Valve Project; the School has granted an easement along the hillside that will be added to this plat once the data from the GPS is available. Also, a draft of annexation agreement is in the packet. Mr. Garcia stated that he anticipates there may be some push-back on item 13f due to not knowing the cost of these Becker Street improvements. Mr. Garcia suggested adding the word "equally" to the cost sharing between ISD and Town of Ignacio. He has a meeting with CDOT tomorrow and will see what they have to say about this intersection. Mr. Garcia stated there is language in the proposed agreement that the School Board will work through the Town's Land Use Code when the time comes for them to build the proposed residential subdivision. If there are any other comments, Mr. Garcia is open to receiving them prior to sending this to Dr. Fuschetto. He stated that no action is needed this evening; he hopes to bring an Ordinance and final annexation agreement to the September meeting.

B. Walker Annexation – Plat and Agreement Review

Public Hearing was published and held; there were no public comments. In tonight's packet is an annexation agreement. Mr. Walker has been before the Planning Commission to discuss the annexation of Tract A and Tract B; all contiguity requirements are met and this is a straightforward annexation. Mr. Walker is requesting that a non-conforming use be allowed for one year. Concurrent subdivision plats will be discussed later in the agenda. Due to Mr. Walker's choice to subdivide into seven lots, there are two minor subdivision requests rather than one. The County has written a letter waiving the impact report. No action needed on this item at this time.

VI. NEW BUSINESS

A. Ordinance 339 – Walker Annexation

Mr. Garcia stated this Ordinance annexes the properties into the town and there are two exhibits attached to the Ordinance (Annexation Plat and Walker Annexation Agreement).

Action: Trustee Craig moved to approve Ordinance 339; Trustee Atencio seconded the motion. Mayor Cox called for a roll call vote; the motion passed unanimously.

B. Walker First Addition Minor Subdivision – Preliminary Plat

This plat reflects the changes that Mr. Walker has made. Mr. Garcia stated there are a few corrections that still need to be made (new Town limits that were just voted on will need to be reflected). The Planning Commission recommends approving this plat with the condition that utility and use easements be added to the Plat.

Action: Trustee Craig moved to approve the Preliminary Plat of the Walker First Addition Minor Subdivision; Trustee Maez seconded. Mayor Pro Tem deKay stated that she will recuse herself from this vote as she has a conflict of interest. Mayor called for a voice vote and it was unanimous other than Mayor Pro Tem deKay's recusal.

C. Walker Second Addition Minor Subdivision – Preliminary Plat

Easements to the Town and to La Plata Electric Association will need to be reflected. Surveyor was not aware that this would be presented at the meeting this evening so did not have a plat prepared; Mr. Garcia is requesting that Mayor have authority to sign the final plat.

Action: Trustee Craig moved to approve the Walker Second Addition Minor Subdivision; Mayor Pro Tem deKay seconded the motion. Motion passed unanimously by voice vote.

Mr. Garcia requested that there be a consensus from the Board that Mayor have authority to sign the final plats for both the Walker Subdivisions and Herrera Subdivision (presuming the Board will approve the Preliminary Plat for the Herrera Minor Subdivision) provided there are no major changes. The Board gave consensus.

D. Herrera Minor Subdivision – Preliminary Plat

2 ½ acres; straightforward annexation; working with the Herrera Family to have utility access. Trustee Craig stated the only thing the Planning Commission is still discussing is the setback requirements and defining the boundaries of the parcels. Mr. Garcia stated that the setback requirements should easily be met.

Action: Mayor Pro Tem deKay moved to accept; Trustee Maez seconded. Motion passed unanimously by voice vote.

E. SWCCOG MOA for Telecom Services

Bulk internet rates for the members of SWCCOG; challenge for the Town was that FastTrack had bundled internet and phone and it was cheaper to bundle than separate them. Forethought can provide VOIP and internet services for a savings of about \$100 per month as shown by the comparison in the packet. Under FastTrack we have 1000 minutes of national calls at no charge that Forethought does not offer; however, it is still less expensive with Forethought. Increased megabytes with Forethought that would speed up internet access; it is still less expensive. SWCCOG may be able to negotiate even lower rates.

Action: Trustee Craig moved to approve the MOA between the SWCCOG and its member government; Mayor Pro Tem deKay seconded the motion. Mr. Atencio asked about the beginning of the 120-day probation period. Trustee Craig asked how the rates would be affected if we were no longer part of the SWCCOG; Mr. Garcia stated that he believes the SWCCOG will continue and this will not be an issue. Mayor Cox called for a voice vote; the motion passed unanimously.

F. James Brown Complaint

Mr. Garcia gave the background that Mr. Brown did not submit any information and he did not attend the meeting this evening. Mr. Garcia referenced the information in the packet and

opened the issue up for questions or comments from the Board. Discussion ensued regarding whether or not to take action in this matter without the information from Mr. Brown. The consensus of the Board is that this issue is considered closed and the Board will not take action at this time.

G. Wells Liquor License Renewal

Ms. Dunton stated this is a standard renewal application; Chief stated there have been no violations at this location.

Action: Trustee Atencio moved to approve the renewal application; Trustee Craig seconded. Motion passed unanimously by voice vote.

VII. STAFF REPORTS

A. Police Department

Active Shooter drill on Thursday; Mayor would make a declaration of emergency if this were a situation that exceeds the local resources. Board is welcome to attend; please let Chief know if you plan to attend. Three specific sites: Middle School – Tactical Response; Fire House – Incident Command Staging Location; Sky Ute Downs – Reunification Site. Police Department will be testing response, communications, and interaction with various agencies. (Trustee Craig stated she would like to attend the drill).

Governor will be at Library at 12:45; will be on tight schedule. He will announce the various OEDIT grants that Ignacio received.

B. Public Works

Mr. Garcia stated that Mr. Howlett is ill and requested to be excused from the meeting. Guys are working hard to get water project buttoned up and Town's looking good. Ready for school to start.

Water will be shut off third week in September. Trustee Atencio stated that he has been asked by the citizens to be informed when testing begins. Mr. Garcia stated that this will be included in the September newsletter.

Trustee Craig commended IPD and PW for the work in bringing in ISD's new houses.

Mayor Cox also expressed appreciation for the work that IPD and PW did for San Ignatius Fiesta as well.

C. Clerk / Treasurer

Dee Wesner has been hired part-time to assist with the finances; she is knowledgeable, sweet, outgoing, and has added a lot of positivity. Learning quickly and is a good support in the office.

September 25 is the Fall CML Outreach Meeting for our District; requested responses regarding who would attend.

CML is looking for volunteers to serve on the Executive Board and Policy Making Board; information on application is in the packet.

Asked for the Board's preference on standard liquor licenses, whether they should be an agenda item or simply included in the Clerk/Treasurer Report. Mr. Garcia stated they can also be part of the consent agenda if there are no violations. The consensus of the Board was to have this added to the consent agenda in the future.

The Treasurer reports are more comprehensive than last month; Ms. Dunton or Mr. Garcia can answer any questions. Mr. Garcia stated that one of the areas that has not been caught up yet is the recording of sales taxes; the financials do not show the revenue for the past couple of months, so it appears that the revenue on that line item is very low; however, once the journal entries are caught up, this will more accurately be reflected in the financial reports. The Town is down a couple of percentage points on sales tax; the County sales tax numbers have been strong.

D. Town Manager

Mr. Garcia gave an update on staff responsibilities, the dynamic in the office, and the part-time positions that are a cost-savings to the Town. Software upgrades cost a couple of days' worth of productivity.

Planning Assistance can be provided through Russell Engineering Staff Member, Andrew Arnold. Mr. Garcia would like to bring him on part-time at about \$2600 per month. Russell Engineering has been bought out by SEH. Mr. Garcia is discussing the Town's contract overall with SEH, as well as the specific engineering tasks that Russell Engineering has been providing.

Mr. Garcia has been discussing the Building Inspector and Code Enforcement Officer with Bayfield as a time-sharing opportunity. Shane Roukema, who currently works in this role for the City of Durango, will also work part-time for the Town and can adjust his schedule to meet our needs. He is fully certified as a building inspector, and he can work early mornings, evenings and weekends to check on those people in town who tend to do work outside of normal office hours when no Code Enforcement officer is around.

Mayor Cox asked about funding from Kaboom; Mr. Garcia stated that we were not approved for the grant.

BOECES has the potential of applying for some grant funding for playground equipment for Campbell Park; Mr. Garcia gave Rocco the go-ahead to apply for that funding. GOCO's grants open in November; the Board will need to spend some time looking at that.

La Plata Archuleta Water District is pushing back on providing water due to potential retaliations from the Tribe for future easements. Perhaps representatives from the Town Board would turn this decision around again. Strategy needs to happen on who will focus on what. Work session needs to be scheduled.

The Town has received formal notice from the Tribe approving rate increases. Good report from the Herald on this issue. We need a formal process to communicate with our citizens that will allow them to make comment on the proposed rate increases. Perhaps we can send a letter to our citizens or put a notice in the newsletter, as well as publishing in the local paper for a public hearing / Town Hall Meeting. Mr. Garcia commended Shannon Mullane on the article regarding the Tribe rates.

Trustee Atencio asked about the Town's unaccounted for water. Mr. Garcia explained that water loss is the same as unaccounted for water; anytime there is a line break, that is water loss. We have old infrastructure and that increases our water loss.

Mr. Garcia stated he will put together a draft letter to our customers and send it to the Board for their comment and input.

South Durango Sanitation District already exists; Mr. Garcia stated that he is familiar with all the loan and grant options that Ms. Meisner mentioned. He stated that the Town Board simply needs to decide the direction they want to go and then he can move forward with seeking the funding necessary.

Mayor Pro Tem deKay requested a work session in September. She acknowledged the work that this would require from the staff as far as preparing financial rate analysis, discovering what each Board member is interested in focusing on and then providing them information; Mayor Cox asked about land acquisition if the decision is to move forward with our own waste water treatment facility.

September 17 at 6:30PM will be the work session and Town Hall Meeting.

September 12 at 9:00AM is the La Plata Archuleta Water District Board meeting; Trustee Craig stated she will attend; Mr. Garcia will request that the Town be put on their agenda.

Irrigation Policy is still on our plate to work on; Waci-ci is not paying their irrigation although they pay all their other bills in a timely manner.

No word from the Tribe on the Jurisdictional Agreement.

Endorsement required by the Town Board if there is a member on the CML Board. Trustee Craig is considering this position. Mayor Pro Tem deKay and Trustee Atencio stated they would endorse Trustee Craig. Trustee Maez and Mayor Cox expressed their consensus as well; Mayor Cox stated that there is probably a standard letter that can be written on behalf of the Board and submitted with the application. The Board also gave consensus for Trustee Craig to serve on the Policy Committee as well.

HB 19-1260 requires that the Minimum Building Energy Code be updated to the 2015 Code edition. Mr. Garcia stated he would like to use Shane Roukema in this process.

SoCoCAA has temporarily moved their modulators and will be using Mr. Naiman to ensure they are in compliance; they had to have them moved off the Tribal property by a certain date; therefore, they were temporarily placed on the property on Goddard.

Mr. Garcia stated he does not have anything specific to discuss in executive session.

E. Attorney

No report this month.

VIII. TRUSTEE REPORTS

Trustee Craig will meet with Tribal Council tomorrow evening for the SEP for the Chili Fest. She encouraged all to attend the Presentation at the Library tomorrow.

Mayor Cox said that Lawrence Bartley approached her about lighting up on Candelaria Heights; too dim and would like that to be increased. Mr. Garcia stated that he will talk with LPEA about this area and report back on what they say. Mayor Pro Tem deKay stated that, if we follow through with this request, there should probably be a public hearing because there may be some individuals that would not want the extra lighting.

IX. MISCELLANEOUS

Ute Fair – Mayor Cox stated she has a trailer available if the Board wants to have a Float (Fair Parade is at 10 AM on September 14th). The consensus of the Board was that there would not be a float in the parade this year. Chili Fest is on the 21st.

Mayor Cox requested to be informed of the time that we would be on the La Plata Archuleta Water District agenda.

Mayor Cox expressed appreciation for each one in attendance at the meeting.

X. ADJOURNMENT

Action: Being no further business before the Board, Mayor Cox adjourned the meeting at 8:49 PM. The next regularly scheduled meeting will be on Monday, September 16, 2019, at 6:30 PM in the Abel F. Atencio Community Room at 570 Goddard Avenue.

Stella Cox, Mayor

Date

Attest: Tuggy Dunton, Town Clerk