

**Regular Meeting  
of the Town Of Ignacio Board of Trustees  
Wednesday, April 20, 2016**

- I. **SWEAR IN NEW BOARD MEMBERS/APPOINT MAYOR PROTEM:** Board Members Alison deKay and Sandra Maez were sworn in by Town Clerk, Georgann Valdez. Trustee Bartley nominated Trustee deKay as Mayor Protem, Trustee Melton seconded. The nomination was approved by the Board by consensus.
  
- II. **CALL REGULAR MEETING TO ORDER: PLEDGE OF ALLEGIANCE AND ROLL CALL:**  
Mayor Protem deKay called the Regular Meeting to order at 7:01 p.m. **Trustees Present:** Thomas Atencio, Lawrence Bartley, Sandra Maez and Dixie Melton. Mayor Stella Cox and Trustee Edward Box were absent. **Staff:** Mark Garcia, Interim Town Manager; Georgann Valdez, Town Clerk; Diana Briar, Town Treasurer; Dan Naiman, Community Development Coordinator and Kirk Phillips, Chief of Police. **Audience:** Cassandra Sanchez with Boys and Girls Club, and Cody Goss with Heathy Communities Coalition and Carol McWilliams for Pine River Times.
  
- III. **PUBLIC COMMENT:** Cody Goss, from Celebrating Healthy Communities, works with drug prevention in the community and has been collaborating through SUCAP youth services and Boys and Girls Club on a wall mural project to help educate the youth about drug prevention. Grant funds are available through Boys and Girls Club; Tim Murphy, a local artist has sketched a design, which has been approved by the Planning Commission. The proposed location for the mural would be on the west face of the ELHI building under their sign. This requires approval from the ELHI Board and the School District Superintendent Dr. Fuschetto. Other locations are being sought including Town Hall. The Grant is ending at the end of the month.
  
- IV. **CONSENT AGENDA:**
  - A. **Regular Town Board Meeting Minutes of March 16, 2016**
  - B. **Special Board Meeting March 23, 2016**
  - C. **Financial Records – Check Register for March**
  - D. **Financial Records: Forensic Audit Report on Employee Theft**

Mr. Garcia questioned if the Board approved the Consent Agenda, would that make the Forensic Audit Report an Open Record and waive all confidentiality of the contents, which contains some personal information that probably should not be released. Attorney David Liberman recommended removing the forensic audit report from the consent agenda until further review. After going through the document, and further discussion of what should be disclosed and what is protected by the Open Records Act, it was agreed that the first four pages were the findings of the auditor and the latter part of the report contained personal information. **Trustee Melton moved to approve the items under the Consent Agenda but remove the forensic audit report. Trustee Maez seconded. The motion passed by 5-1 with**

**Trustee Atencio voting no.** After further discussion as to what should not be released, Schedule 4, appendix B, C and D, Mayor Protem deKay suggested moving the item to unfinished business. The Board agreed.

**V. UNFINISHED BUSINESS:**

- A. Mosquito Control Agreement:** Colorado Mosquito Control point of contact has been out of the area and unable to meet. In discussions with him by phone, he would be happy to work with us and within our budget. A meeting is planned for tomorrow, Thursday. They would like to start in May; there is \$8400 budgeted for this. The Board gave Mr. Garcia authority to begin work with CMC and to stay with our budgeted amount. The contract will be ready for the next meeting for review and approval.
  
- B. Transit Waste CPI-U Rate Increase:** The representative from Transit Waste presented their rate increase according to the CPI-U index .5% or \$.05 at the last meeting. The contract is due to expire in June. Mr. Garcia prepared a Refuse Collection Contract Extension allowing for the .5% increase for a one year term. It is contingent on their approval. Mr. Garcia asked the Board's approval contingent on the attorney's review. Recycling was briefly discussed. **Trustee Melton moved to approve the Refuse Collection Contract Extension between the Town of Ignacio and Transit Waste, LLC. pending attorney's review. Seconded by Trustee Maez. The motion passed by unanimous voice vote.**
  
- C. Forensic Audit Report:** Ms. Briar reported our amount was a bit higher than what was found by the auditor; he said some of it was too hard to prove. The check from CIRSCA arrived today for \$66,034.75. Chief Phillips stated the Town will be billed for the \$5000 deductible. After a discussion, **Trustee Atencio moved to accept the RGL Forensic Audit, and releasing pages 1-3 to the public. Trustee Maez seconded. The motion passed by unanimous voice vote.** The latter part of the report contains personal information that may be protected by the Open Records Act.

**VI. NEW BUSINESS: NONE**

**VII. STAFF REPORTS:**

- A. Police Report:** Chief Phillips reported his department has been busy with training; the County will be operating a marijuana green lab in Town; two excess police cars will be sold on an online site May 10-12; the site will be listed in the newsletter.
  
- B. Public Works:** Changes in PW Dept. Jeremy Schultz Interim Director, currently serving as foreman. Advertising PW Director; Parks Maintenance worker tomorrow. Mayor Protem deKay asked if Jeremy was being compensated for added duties. The Public Works Director's position will be filled but the ad will run for 2 weeks giving ample notice to draw a good candidate pool. Staff is eligible to apply; Mr. Garcia will review the job description and do a salary comparison. He doesn't propose filling the Maintenance I Worker until PW Director Position is filled.

- C. **Treasurer:** Audit went well; a Power Point presentation will be done by phone in June. County Tax still in arrears, pushing for ACH payments; sales tax still by check.
- D. **Community Development Coordinator:** Met with DOLA Representative Ken Charles to discuss the Rock Creek development. RHA is proposing 30 modular units in affordable range. DOLA is asking RHA to send in a report requesting to lower the number from the 60 units stated in the Grant, to 30 units. A citizen requested a process for a new building, new business; staff is preparing a checklist to simplify the process as there are no clearly defined requirements.
- E. **Town Attorney:** Sales tax exemption issue.
- F. **Town Manager** RFP for Judge and IT services have been advertised. One was received for Judge; an interview will be conducted with Trustees Dixie Melton and Sandra Maez, Mayor Stella Cox, Mr. Lieberman and Mr. Garcia. The contract would be for a two year commitment; the judge will look at policies, court fees and fines. For IT services, Think Network has done work for the Town, installed the new server; their rates are a little pricey, more than is currently budgeted. Grant work includes the utility mapping grant, gaming grant, Phase IV gas replacement grant and DCI grant and Capital Improvement Grant Administrative Assistant. Working on a demolition grant through housing division, target and clean up blighted properties. Audit was completed. RHA interested in a project on Rock Creek III; promoting home ownership. Have also been talking with ISD Superintendent Dr. Fuschetto regarding employee housing.

VIII. **TRUSTEE REPORT:** Meeting the 25<sup>th</sup> with Tribal Committee at 5:30.

IX. **EXECUTIVE SESSION:** Trustee Atencio moved to go into Executive Session to seek legal advice under C.R.S. Section 24-6-402(4)(b). Seconded by Trustee Bartley. The motion passed by unanimous voice vote. The regular meeting concluded at 8:37 p.m.

The Executive Session concluded at 9:55 p.m. The Executive Session was held for the purpose previously discussed. No action followed the Executive Session. The Regular meeting was open at 9:56 p.m. The only remaining business was the Adjournment.

X. **ADJOURNMENT:** Being no further business before the Board, Mayor Protem deKay adjourned the meeting at 10:00 p.m. The next regular meeting will be April 20, 2016, at 7:00 p.m. in the Abel F. Atencio Community Center at 540 Goddard Avenue.

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**Stella Cox, Mayor**

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**Date**

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**Attest: Georgann Valdez, Town Clerk**