

**Regular Meeting
Town of Ignacio Board of Trustees
Wednesday, April 19, 2017**

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

Mayor Stella Cox, called the regular meeting to order at 7:00 p.m. **Trustees Present:** Thomas Atencio, Lawrence Bartley, Edward Box, Mayor Protem Alison deKay and Sandra Maez. **Staff:** Mark Garcia, Interim Town Manager; Georgann Valdez, Town Clerk; Diana Briar, Town Treasurer; Kirk Phillips, Chief of Police; Dan Naiman, Community Development Administrator. **Audience:** Karen Iverson, RHA Executive Director.

II. PUBLIC COMMENT:

III. CONSENT AGENDA:

- A. **Regular Town Board Meeting Minutes of March 15, 2017**
- B. **Financial Records – Check Register for March, 2017**

Trustee Maez moved to approve the Consent Agenda. Trustee Bartley seconded. The motion passed by unanimous voice vote.

IV. UNFINISHED BUSINESS:

Colorado Mosquito Control Contract Discussion Eight thousand (\$8000) was budgeted for the service for 2017. Questions from the Board for a second month included the service provided, the area covered, and should the Town continue providing this service. After a lengthy discussion, Trustee Box suggested to have Jason Carruth from Colorado Mosquito Control come before the Board to answer questions and concerns. Mr. Garcia will invite him to the May meeting.

V. NEW BUSINESS:

- A. **Regional Housing Authority Fifth Amended and Restated IGA** – Karen Iverson, Executive Director explained the Fifth Amendment was primarily to reduce the number of Board Members from 9 to 4 during the period the Regional Housing Authority is going into dormancy. The home buyer's assistance program is continuing under the HomesFund. Ms. Iverson is resigning and Lisa Bloomquist will be the new Executive Director for Homes Fund. Trustee Atencio questioned the RHA's authority; it was explained the IGA between the RHA and the Town have spelled out all their powers. **Trustee Melton moved to approve the Fifth Amendment and restated IGA establishing the Regional Housing of La Plata County. Trustee Maez seconded. The motion passed with a 5-1 vote with Trustee Atencio voting no.**
- B. **IPD – Authorize Gaming Grant Application.** The annual gaming grant application from the Police Department requires Board approval to be submitted; 2017 grant was for \$160,000 and 2018 application will be for a similar amount. **Trustee Atencio moved to**

authorize Chief Phillips to apply for a Gaming Grant. Trustee Bartley seconded. The motion passed by unanimous voice vote.

- C. Sundown Street Vacation Discussion:** In 2007, The Board of Trustees passed Ordinance #245 accepting control and possession of the area commonly known as Sundown Street as a public street. The Annexation of Sundown Street recognized the right of way and declared the area to be an open, public street. Adjacent land owners Mike Pacheco and Tracy Pena are petitioning the Town to vacate 30 foot of the right of way for the alley to Shoshone. Staff has researched the annexation, the request for vacation and does not want that a through street. Following a brief discussion, the Town would like to retain ten (10) feet for utility easement and possible pedestrian trail. The request will be presented to the Planning Commission for review and recommendation and the Ordinance, notice and plat will be prepared for the May meeting.
- D. Home Rule Discussion:** A presentation from Sam Mamet CML Exec Director on Home Rule was done at the Bayfield Town Board meeting on Tuesday, April 18, 2017. Five of Ignacio Board of Trustees attended the meeting. Mayor Cox stated the Board needs to get people engaged and inform them as to Home Rule; need participation. The Board needs to be proactive in educating the public if they are going to consider the change. Trustee Melton is concerned that the 9 member charter commission may be difficult to fill given how hard it is to get the community's participation in other public forums. Discussion followed regarding election time lines, educating the citizens, preparing a flyer outlining the advantages and disadvantages, and getting charters for the Board to review.
- E. CML Annual Conference:** Board Members will contact staff if they plan on attending the annual CML Conference June 20-23, 2017 in Breckenridge.
- F. CML Fall District Meeting:** The Town will host the Fall District meeting in September. Staff will find a venue, a sponsor for Happy Hour and keynote speaker or program. Trustee Box will act as Welcoming Host and Tuggy Dunton take lead on the preparation.

VI. STAFF REPORTS:

- A. Police Chief:** IPD participated in the Bayfield active shooter exercise last week, and plan to hold one in Ignacio in the future.
- B. Finance Officer:** The Audit was completed last week; there were a few findings:1) Comp time, in May 2015 the Board voted to have employees use comp time by end of year, except what is accrued in December, or pay out comp time up 80 hours, (anything over, the employee loses). Currently we are not following that policy. Options were presented that the Board may consider at budget time. 2) Cash receipting controls, auditors do not want the person that closes out the drawer to reconcile the bank statement; there are no checks and balances. 3) Rock Creek money used to purchase the Slaughter House property was restricted funds and should not have been used to purchase the property;

4) Minor changes, including Tuggy reviewing the Adjustments Report monthly; bank statements signed off after reconciliation by someone that does not handle the cash drawer; 5) Change the cost allocations, it is not a revenue item so it needs to be posted back to the line item it comes out of; 6) Sewer account will end in the negative, money must be moved from the General Fund, cannot take it from the gas fund unless it's a loan, but the Sewer Fund must be able to repay it to the General Fund. Mr. Garcia stated it can be done, loans can be done between funds and can also be written off. Paying comp time out of the overtime line item was questioned. In the purchase of the Slaughter House property, Mr. Garcia said he was unaware of the restrictions on the Rock Creek grant funds, in reviewing the contract, he found there are provisions that the funds for Rock Creek in the Economic Development Fund were restricted to affordable housing or other affordable housing projects. The Slaughter House property can be set aside for affordable housing development, which will require formal board action. Ken Charles, DOLA's local representative is retiring shortly; Mr. Garcia would like to meet with him to clarify the DOLA Grant requirements. Mr. Garcia thanked Ms. Briar for all the hard work on the audit.

- C. **Community Development Administrator:** Doing studies at Rock Creek, the 60-unit requirement in the Grant will be hard to manage on the 5 acres the Town retained in ownership from the Rock Creek to the SUIT Growth Fund. The branding project is fully engaged; went well with the 12 people that showed; he would like Planning Commission members and Town Trustees to participate. Kristin will present to Planning Commission at the April 26 meeting; Board members are invited to attend. Mr. Naiman has received calls from different entities, La Plata County and San Juan Basin Health, to discuss how we can work together to accomplish same goals. There is a vacancy on the Planning Commission. Questions regarding the Bike Rally were answered. Trustee Box stated the Casino may be doing something. Costs for legal action against Johnny Valdez may be more than the \$2500 owed to the Town. An email will be sent tomorrow.
- D. **Public Works Director:** Irrigation starting next week; attended a PUC conference in Pueblo; Back Flow Prevention course will be in Durango; Steven Marsh passed his Distribution I test qualifying him as certified operator. Questions regarding a shared sewer line were answered; there's been a temporary repair as two properties cannot share one sewer connection; separation is still pending. GIS Mapping Demo was presented by Mr. Schulz.
- E. **Town Manager:** Working on grants; the Board discussed the desire to change meeting times to 6 pm. After a brief discussion, **Trustee Dixie moved to change the meeting day to the third Monday of the month starting at 6:30 beginning in May, and to be revisited in the Fall. Trustee Maez seconded. The motion passed by unanimous voice vote.**

On the fuel tank removal, testing showed the water samples are still over the allowable limit; site characterization report is complete and submitted to the State. The work was

done by Animas Environmental of Farmington. Work continues on the scope of work for rate analysis; have been in communication with Raymond Baker. The Agreement is being reviewed by the Tribe's legal team.

VII. TRUSTEE REPORT: Trustee Box has not been attending the SUCAP monthly meetings due to his job. Mayor Cox attended 9th annual home grown food retreat. There was a good turnout.

VIII. MISCELLANEOUS:

IX. ADJOURNMENT: Being no further business before the Board, Mayor Cox adjourned the meeting at 9:44 p.m. The next regular meeting will be May 15, 2017, at 6:30 p.m. in the Abel F. Atencio Community Center at 540 Goddard Avenue.

Stella Cox, Mayor

Date

Attest: Georgann Valdez, Town Clerk