

**Regular Meeting
of the Town Of Ignacio Board of Trustees
Wednesday, June 17, 2015**

- I. **CALL REGULAR MEETING TO ORDER: PLEDGE OF ALLEGIANCE AND ROLL CALL:** Mayor Stella Cox called the Regular Meeting to order at 7:04 p.m. Trustees Present: Mayor Protem Alison deKay, Thomas Atencio and Dixie Melton Staff: Kirk Phillips, Acting Town Manager; Georgann Valdez, Town Clerk; David Liberman, Town Attorney; Diana Briar, New Town Treasurer; Jackie Mejia, IT. Audience: Carol Mc Williams from Pine River Times, Sandra and Mark Maez, Barbara Glick and Rudy Mestas.

- II. **APPOINTMENT OF BOARD MEMBER:** Two candidates submitted their application to fill the vacancy, Sandra Maez and Barbara Glick. After each spoke to the Board outlining their desire to serve the community, their history in the community, and answered questions from the Board, **Trustee Melton nominated Sandra Maez and Mayor Protem deKay seconded. The motion passed by unanimous voice vote.** Jackie said Barb was willing to serve on the Planning Commission as an alternate. Ms. Maez was sworn in and sat through the rest of the Board Meeting.

- III. **PUBLIC COMMENT: None**

- IV. **APPROVAL OF MINUTES:** Minutes were not uploaded to the Drive for the Board's review. This item was tabled until the next Board Meeting.

- V. **HINTONBURDICK AUDITOR REPORT:** Chad Atkinson via Conference Call: Chief Phillips asked for a change in the Agenda to allow Chad Atkinson from HintonBurdick CPAs and Advisors to present his Audit report to the Board via a conference call. Mr. Atkinson thanked the Board for allowing his firm to provide the Audit services to the Town and thanked staff for their assistance in completing the audit. The Independent Auditors Report issued an unmodified opinion or clean opinion on the Financial Statements stating the Town was in compliance and there were no internal control findings in the current year. No material weaknesses or significant deficiencies were noted in the current year. Financial Highlights: In The General Fund there was an increase in fund balance of \$58,017; in the non-major, there was a decrease of \$32,957, resulting in an overall increase of \$25,060, a modest improvement. In the Proprietary funds Water fund, increase of \$95K; Gas Fund decrease of \$38K; Sewer Fund increase of \$9K and Irrigation Fund saw an increase of \$8K; overall increase of \$72K operating within the budget; Equity in each fund unrestricted an improvement from previous years, good indicator; Graphs, General Fund modest increase in cash and fund balance which is a positive indicator Governmental Fund Resources includes General Fund, used and resources went down; all governmental funds had a modest increase; Cash, unrestricted net position and Cash flows from operations were displayed in graphs in the Water, Gas and Sewer Funds. Overall a positive trend is going on. Questions were answered. An engagement request to provide service for the next three

years will be come before the Board at the July meeting; Trustee Atencio felt the Board should congratulate themselves for a job well done and recognized Lisa for her hard work.

VI. UNFINISHED BUSINESS:

A. Mosquito Control Contract: Last month Mr. Phillips communicated with Kevin Mallow, Agriculture Division Head for the Tribe, regarding Town's contract with Colorado Mosquito Control for the upcoming three years for 2016-2018. The study completed showed the Town receives 40% of the service while only paying 6% of the total cost. He asked the Town to increase their contribution toward the total cost. Kirk recommended the Town double their contribution. Mr. Mallow reported the Tribe is cutting the budget for this project and are considering rebidding it with a smaller scope. Kirk contacted Jason with Mosquito Control and asked him for an estimate of the miles sprayed and the cost for the Town following the scheduled spraying tonight. Bayfield charges \$1.00 on water bills for mosquito control. The contract is on hold, while the Tribe completes its budget; they will pass our costs on to us. It is a good benefit for the Town and cheaper if we partner with the Tribe. A questionnaire was suggested. There will be an update on July 15.

B. Update on Interim Town Manager: Mr. Phillips reported he and Mayor Cox met with a gentleman who is interest in the Interim Town Manager position on a part-time basis. He will be available for a meeting July 1 at 6 p.m. He will help understand what you want in the next manager, help with the search and guide the Town through the process. There is another candidate in wings who is interested in full time. These individuals are professional managers who work as interim managers.

VII. NEW BUSINESS:

A. Ratify the Hiring of Finance Officer Diana Briar: Trustee Melton moved to ratify the hiring of Diana Briar as the new Town Treasurer. Trustee Atencio seconded. The motion passed by unanimous voice vote.

B. The Patio Liquor License Renewal: Mayor Protem deKay moved to approve the Patio Liquor License Renewal. Trustee Bartley seconded. The motion passed by unanimous voice vote. Chief Phillips reported no violations.

C. Phase III Gas Main Replacement / Award Contract: Acting Town Manager Kirk Phillips asked the Board to table this item for the July 1 Board meeting. He informed the Board of the scope of work, the approved grants and the shortfall of \$100,000 from the bids received. The plan is to contact DOLA for more money. A letter to Department of Local Affairs (DOLA) requesting additional funds requires the Mayor's signature; the Board approved by consensus. This will require a match from the Town.

VIII. STAFF REPORTS:

- A. Police Department:** 248 calls for service, up 10% from last year; new car outfitted for service; training in May included First Aid/CPR, simulator, CIRSA Audit and 911 training. Information to register for Code Red Notification will be on the Town Website, newsletter, Library, LPEA newsletter.

- B. Public Works:** Replaced a culvert on Lakin and west alley, water flooded two yards. The old Public Works truck that was for sale was discussed and how to dispose of it. Three bids were received, the largest for \$500 by a Town employee. We are following existing policies for disposal of surplus equipment and vehicles. Town employees are not precluded from bidding and it was recommended to accept the highest bid for the truck. 6 of 12 fire hydrant leaks have been repaired; The PW truck arrived; the Bucket truck used to hang banners is in poor shape; liability and the safety of operating it were discussed.

- C. Treasurer:** Lisa recommended retaining HintonBurdick as Auditors for the next three years. Accepting their Engagement Letter will be on the July 1 Agenda.

- D. Planning: Mayor Protem deKay moved to appoint Theresa Campbell to the Planning Commission and Barbara Glick as Alternate. Trustee Melton seconded. The motion passed by unanimous voice vote.**

- E. Town Manager:** Kirk reported while conducting Treasurer Interviews, as a result of the heavy rains, water could be heard running between the walls in the community room. T&L Roofing was called in to do an estimate, which will cost \$9,000 to replace roof. More bids will be sought out. It was suggested to use the Façade funds for the roof replacement as was putting a pitch on the roof. Bids will be available at the July 1 meeting. Comments received by the public (complaints) regarding the Stop sign before the Patio Restaurant on Browning coming off Hwy 172 were discussed; the dip for water drainage slows down vehicles. Mr. Liberman will check the legality of posting a Stop sign. The Boards' approval was never sought before posting the sign. Friday, Chief Phillips is meeting with Tribal Chairman; items suggested for discussion included rescheduling quarterly meetings, sales tax issue, unresolved jurisdictional issues and abandoned irrigation.

Dan met with Johnny Valdez regarding the rally; may come back to address the Board; negotiate working together on vendors. Mayor Cox reported Dan is doing a cost analysis of the Town's expenses on the Rally weekend. Trustee Melton reported she worked and attended the Outdoor Expo put on by the Chamber. Final figures are not in but 1000 tickets were sold on Saturday and there were several vendors. She felt it was a positive thing for the community and the Town should send a letter thanking the Chamber for bringing the event to the community. Other Board members attended the Friday VIP Night and the Expo and had positive comments.

F. Town Attorney: Mr. Liberman has been working on Tribal Sales Tax Issue; developing revocable permits for the use of Town's Right of ways, retailers' signs and franchise agreement issue.

IX. TRUSTEE REPORTS: Mayor Cox reported Dan is at CML Conference. She received notice of request for Philanthropy Days nominations to recognize community members or volunteers.

X. EXECUTIVE SESSION: RECEIVING LEGAL ADVICE CR.R.A.S.S 24-6-402-(4)(b): Mayor Protem deKay moved to go into Executive Session for the purpose of receiving Legal Advice. Trustee Melton seconded. The motion passed by unanimous voice vote. The regular meeting was closed at 9:10 p.m. The executive session was held for the purpose previously stated. No action followed the Executive Session. The Executive Session concluded at 10:15 p.m.

XI. ADJOURNMENT: Being no further business before the Board, Mayor Cox adjourned the meeting at 10:17 p.m. The next regular meeting will be July 1, 2015, at 6:00 p.m. at the Abel F. Atencio Community Center at 570 Goddard Avenue.

Stella Cox, Mayor

Date

Attest: Georgann Valdez, Town