

TOWN OF LA JARA

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Regular Meeting

Date: December 14, 2023

A permanent set of these minutes are maintained in the Town Clerk's Office. Approved Minutes are also available on the web at www.townoflajara.colorado.gov

Call to Order

The meeting was called to order by Mayor Medina at 6:00 pm.

Pledge of Allegiance

Mayor Medina led the Pledge of Allegiance.

Budget Hearing

Mayor Medina designated Town Attorney Walker as the hearing officer. Town Attorney Walker detailed the hearing procedures and established reasonable time limits.

Motion: Trustee Wilson moved to approve the time limits established by Town Attorney Walker; seconded by Trustee Rendon.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Town Attorney Walker declared the public hearing for the 2024 budget open stating the time as 6:05 pm. He asked the town clerk to give an introduction presentation of the budget. Town Clerk Pagnotta stated that the 2024 budget was presented to the board on October 12, 2023. She stated that there are no changes. She stated that she met with Trustee Rendon to answer a few questions. Town Attorney Walker then asked for the budget committee (Town Manager, Town Clerk, Chief of Police and the Public Works supervisor) to discuss the presentation of the budget or share any information. The budget committee had nothing further to add. Town Attorney Walker then asked for any opposition to the budget. No response to the opposition of the budget. Each member of the board was given the opportunity to ask questions or provide additional information. Trustee Wilson asked where extra funds are housed. Town Clerk Pagnotta explained that these funds are allocated in line item 8277 – Sinking Fund in the General Fund. No additional questions were asked. Town Attorney Walker declared the public hearing closed at 6:09 and the matter was remanded to the board for consideration under agenda item 8 (a). The board returned to the regular meeting.

Roll Call

Present were Trustees: Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Absent: Trustee Chavez

Also present were Town Manager Zaragoza, Town Clerk Pagnotta, Chief Lujan, Public Works Supervisor Saenz, Town Attorney Farish, Town Attorney Walker.

Approval of Agenda

Mayor Medina requested to add a donation request from Alyssa Campos as a guest to the agenda. She explained that there would be an executive session at the end of the meeting to discuss RFPs for the Water Master Plan.

Trustee Rendon asked that the discussion of the CML Policy Committee be tabled until the next meeting. Town Manager Zaragoza removed Mark Foxworthy from the agenda as a guest.

Motion: Trustee Rendon moved to approve the agenda with the changes; seconded by Trustee Wagoner.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Consent Calendar

Motion: Mayor Pro Tem Valdez moved to approve the consent calendar; seconded by Trustee Wagoner.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Guests

Mayor Medina read a letter submitted by Alyssa Campos requesting a donation for the Monte Vista Female High School Wrestling Team. Trustee Wilson commended Campos for her involvement in the sport. However, he expressed his concern for donating to a student from outside the school district and felt it may set a precedence for all schools to make donation requests. He suggested making the information available for those that want to support her individually. Campos arrived in person to make her request. Mayor Medina stated that trustees should be mindful of supporting individuals or events from outside the community.

Citizen Comments

Russell Kerle from Xcel Energy attended virtually to request a Right of Entry for the property located on County Road 19 to conduct a survey for an easement for the transmission line. He stated that there would not be any dirt work, or anything disturbed. The purpose of the Right of Entry is for a survey only.

Motion: Trustee Rendon moved to allow the Right of Entry for the purpose of surveying the property owned by the Town of La Jara on County Road 19; seconded by Mayor Pro Tem Valdez.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried

New Business

Adoption of 2024 Budget

Motion: Trustee Wilson moved to adopt the 2024 Budget; seconded by Trustee Wagoner.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Resolution 2023-3 Summarizing Expenditures and Revenues for each fund and adopting a budget for the Town of La Jara, Colorado for the calendar year beginning on the 1st day of January 2024 and ending on the last day of December 2024. – Town Attorney Farish read the resolution in full.

Motion: Trustee Rendon moved to adopt Resolution 2023-3; seconded by Trustee Wagoner.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Resolution 2023-4 Appropriating sums of money to the various funds and spending agencies for the Town of La Jara, Colorado, for the 2024 Budget Year. – Town Attorney Farish read the resolution in full.

Motion: Trustee Wagoner moved to adopt Resolution 2023-4; seconded by Trustee Rendon.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Mill Levy Resolution – Town Clerk Pagnotta explained that because of legislation regarding property taxes the deadline for certifying the Mill Levy has been extended. The item was postponed until January.

Old Business

None

Reports

Town Manager Report

Town Manager Zaragoza reported on the following:

- The Mobile Care & Share was canceled for December because of the weather. It will also be canceled in January and will resume in February. He submitted the Town's application for 2024 along with a Letter of Support.
- The RFP for the \$60,000 grant for our La Jara Water Master Plan was advertised, and two companies responded. They were Sunrise Engineering, Inc., and RESPEC Company, LLC.
- Planning and Zoning Commission Meeting was held on December 12th. Items discussed were as follows: 1) Michael Yerman Community Planner, 2) Mr. Ever Ojeda's plan for a triplex, four-plex, 3) Arnold Salazar's plan(s) for housing, 4) Robert Forbert and Andy Martin's annexation proposal. He stated that Forbert and Martin are willing to donate a piece of land for a water tower. Attorney Farish explained the annexation process and stated that Robert Forbert and Andy Martin would need to submit an annexation petition to the Planning and Zoning Committee.
- Fencing project on south end of maintenance yard is up and completed. Town received a mini grant from SLVCOG for 50% of the total cost.
- On November 21st he met with Mr. Arnold Salazar. He presented his plans for putting up 2-3 modules on the Max Lara Property. He shared 4 different options for housing that he had in mind.
- Hiring of a third police officer on a conditional basis is still on hold, pending reference and background check.
- The Town provided two weekends of fall clean-up. Roll off dumpsters were provided on the following dates – November 2nd, 3rd, 4th 9th, 10th and 11th. Hours: 9 am to 4 pm only. Only organic materials were allowed in the roll-offs. No house trash of any kind was excepted.
- On Friday, 12/8/23, he met with two engineers from Element Engineering LLC. He would like to recommend hiring them to assist with the follow-up on the sludge removal project and also to assist with the upgrading of the lagoons to include diffusers, ultrasonic units, screen for lift-station, and a new liner for the overflow pond at the lift station.

Motion: Trustee Wilson moved to hire Element Engineering for the waste water projects; seconded by Trustee Rendon.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

- On 11/29/23, an inspection of the lift-station, the lagoons and certain documents were reviewed by a CDPHE representative. We have a few items to follow up on. Mark Foxworthy will explain more in January.
- Chief Lujan is requesting to have a couple of lights installed, one at South Main Park and also on Haven Lane. He would like to purchase solar lighting for this request.
- On November 14th, Michael Yerman, A rural planner, made a visit to South Main Park. He also visited the sites where personal property owners want to build. Ever Ojeda's, Andy Martin's, Joe Fernandez's, and Arnold Salazar's (Max Lara) sites.
- Had a visit with Azarel Madrigal, SLV Regional Director for Senator Hickenlooper.
- Asked if the board's thoughts on speed indicators for the Town?
- Attorney Seth Walker drafted an IGA with the Conejos Co. Sheriff's Dept. Chief Lujan explained the proposal would be to have the sheriff's office take calls from 4 pm to 4 am for five days a week. This would be like having a temporary third officer. Attorney Walker stated that the IGA is a draft that will need to be revised.
- He requested volunteers to help select a winner for the best Christmas light display. Mayor Medina and Trustee Rendon volunteered to drive around to select a winner.

Town Attorney Reports

Attorney Farish reported on the latest COG meeting regarding the rules and regulation for the export of water and the 1041 powers. He stated that it was suggested to have the COG process any water export applications because of the very extensive requirements that would be placed on the entity. He stated the process of developing the rules and regulations are not progressing very fast. He thanked the town for the Christmas party and stated that he and his wife enjoyed it.

Attorney Walker congratulated the town on adopting the 2024 budget. He stated that he will be working on the status resolution that declares the town's financial institution, town officers, town attorneys and places for publication. He mentioned code revision stating that the town board might think about updating or revising some of the codes. He noted that he was unable to attend the Planning and Zoning meeting but is interested in the process.

Approval of Town Attorneys Reports

Motion: Trustee Wagoner moved to approve the Town Attorney reports; Seconded by Trustee Villagomez.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Police Report

Chief Lujan submitted a written report. He noted that there were two citations issued by Sargent Cortez that should be added to his report.

Public Works Report

Public Works Interim Supervisor Rodney Saenz submitted a written report and offered to answer questions.

Clerk Report

Town Clerk Pagnotta reported on the 2024 election with nomination petitions ready to begin to be circulated on January 2. She reported that they must be returned by January 22. She explained that the mayor seat and four trustee seats are up for election. She went on to explain that the mayor will serve a four-year term; three trustees will serve a four-year term and one trustee will serve a two-year term. She stated that the board had discussed putting a question on the ballot asking that ordinances be published by title only. Attorney Farish explained that the board would need to make a motion to refer the matter to the electorate; further discussion will be on the January agenda.

Building Inspector Report

Building Inspector Rodriguez was not present for the meeting because his shift with the State Patrol changed. Town Manager Zaragoza explained that there haven't been any new building projects.

Trustee Comments

Trustee Wagoner inquired about a vicious dog issue. Chief Lujan stated that the owner was cited.

Trustee Wilson thanked everyone for the efforts that went into organizing the Christmas party. He is thankful for being a part of La Jara.

Trustee Rendon mentioned supporting local businesses and thought that Mom & Pops Country Kitchen should be considered.

Mayor Medina thanked everyone for the Christmas party and mentioned that Santa was at the senior center. She stated that trustees should support these events.

Executive Session

Motion: Mayor Pro Tem Valdez moved to go into executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S Section 24-6-402(4)(e) for the RFP for the \$60,000 grant for the La Jara Water Master Plan; seconded by Trustee Wilson.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

Mayor Medina stated the time is now 7:52 pm, and the executive session has been concluded. The participants in the executive session were Town Clerk Pagnotta, Town Manager Zaragoza, Town Attorney Walker, Town Attorney Farish, Mayor Pro Tem Valdez, Trustee Wagoner, Trustee Villagomez, Trustee Wilson, Trustee Rendon, Mayor Medina. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record. Seeing none, the next agenda item is:

Motion: Trustee Rendon moved award Sunrise Engineering, Inc. the contract for developing a water master plan for the Town of La Jara; seconded by Trustee Wilson.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina.
Nays: None
Motion Carried.

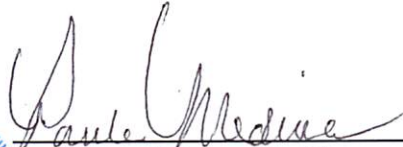
Adjournment:

Trustee Rendon moved to adjourn. The meeting adjourned at 7:54 pm.

Respectfully Submitted by


Town Clerk - Shawn Pagnotta




Mayor / Mayor Pro Tem