

TOWN OF LA JARA

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Regular Meeting
Date: March 9, 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.

Roll Call

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

Absent: Trustee Wilson

Also present were Town Manager Zaragoza, Town Clerk Pagnotta, Chief Lujan, Public Works Supervisor Thomas Dufresne (virtually), Town Attorney Farish and Town Attorney Walker.

Approval of Agenda

Motion: Mayor Pro Tem Valdez moved to approve the agenda; seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Consent Calendar

Motion: Trustee Rendon moved to approve the consent calendar; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Guests

Trustee Rendon presented a handmade diamond dot picture to Mayor Medina in celebration of the Town's birthday which is March 11, 1902.

Town Manager Zaragoza stated that he invited Christine Wierzbinski who is the transit planner to come and present the plan to the trustees, however she was unable to attend. Town Manager Zaragoza explained that the program offers transportation services for senior citizens from Alamosa to Antonito with various stops along the route. He explained that the transportation service has a 7-passenger wheelchair assessable van to accommodate the needs to the citizens.

Citizen Comments

None

New Business

Building Code update – Town Attorney Walker reported that he has been working with a cohort organization that is developing a workable draft of updated building codes. Attorney Walker wants to meet with Building Inspector Rodriguez for his input on the updates. He stated that the town is currently using the 2012 International Building Code. It will probably be his recommendation to update to the 2018 version as it is the least restrictive in regards to the energy codes. He is hoping to have a draft by the next meeting in April and explained the timeline and notice and publication requirements for adopting the building codes by reference.

Old Business

Housing Authority land purchase – Town Manager Zaragoza stated there hasn't been any new developments in regards to the Housing Authority land purchase, however he did have the land appraised. A copy of the appraisal was included in the packet. He stated the 5-acre plot was valued at \$126,000. It was asked why the town couldn't subdivide the plot and sale the individual lots. Attorney Farish explained that the town would need to have public purpose for selling the land unless it was tied to development that would benefit the town.

Reports

Town Manager Report

Town Manager Zaragoza read his written report stating that Public Works Supervisor Thomas Dufresne took and passed his wastewater test; he is now water and wastewater certified. Town Manager Zaragoza explained that the town will continue to retain Mark Foxworthy as the ORC a few more months so that Foxworthy can provide additional training and preparation to allow Rodney Saenz to take his tests.

The Town Manager's written report is as follows:

- Apprenticeship program update report.
- Follow up with the Care and Share Food Distribution held on March 8th. Town of La Jara has been approved to host the Mobile Care & Share shopping until the end of the year. There has been a conflict with the Food Bank, the date will change to the last Thursday of the month, 10:00 AM. Volunteers still needed!!
- Northerner's Senior Center will have a Food Distribution in April. Date TBD
- February 24th, met with CE Corp engineers to continue discussion about our freshwater distribution system. Recommended some options! One more meeting with CE Corp!
- Requested a bid proposal for streetlights on Main Street from Mike Canty Electric.
- Would like to demolish the old wooden structures in the maintenance yard and install a 6-foot fence with barbed wire on the south side. Will seek a small grant to assist.
- I would like some feedback regarding what the Board wishes to do with the housing issue.
- The appraisal for 5 acres of the south main park is completed.
- Snow removal for the streets in town. I would like to contract with SP Services to assist if any heavy snowfall happens any time this winter. I am looking into repairing the pick-up with the snowplow for next winter.
- The meeting with David Diss to discuss sustainability for the town is was rescheduled for March 21st.
- Continue to try and contact the owner (s) of the abandoned building on Main Street, still cannot reach them.

- I attended the Valley Manager's Luncheon on February 23rd. Shared some concerns with the group regarding PTO, Housing concerns, 4-day work week.
- The Agreement for my position and evaluation will be coming up in April of this year, evaluation forms were sent to you and Mayor Medina asked you complete and return to her.
- The Northerner's Senior Center Director would like to install new windows in the West room of the Center. Senior Center budget will pay for project.
- Met with Steve from Win Water to inspect our fire hydrants and give us a quote for purchasing 4 new hydrants. Town has some ARP funds left that we could pay for the cost.
- Need to install 3 new water meters on the property of Katherine and Joe Valdez's two apartments, barber shop, and corner office located on Main and Walnut.
- New Restaurant is open – Mom and Pop's Country Kitchen.
- Are you aware of 211? Lucia Valdez is a representative for this program and would like to educate our residents that may need this service.

Town Manager Zaragoza requested permission to purchase a storage trailer from Larry Buhr for \$3,000.00. Mr. Buhr will deliver and set the trailer up.

Motion: Trustee Wagoner moved to purchase the storage trailer from Larry Buhr for \$3,000.00; seconded by Trustee Chavez.

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

Nays: None

Motion Carried.

Mayor Medina commented on the new restaurant that recently opened and would like to do ribbon cutting/grand opening celebration to welcome them.

Town Manager Zaragoza introduced Kurtis Shawcroft, attended virtually, who is an engineer that would like to assist the town address the water pressure issues defined by CE Corps. He and Town Manager Zaragoza met with Randi Snead, Regional Manager from DOLA to discuss funding opportunities. It was recommended to apply for a planning grant to develop a master plan that would prioritize the Town's water issues and needs. Town Manager Zaragoza stated that the recommendations from CE Corps is to erect an additional storage tank and either replace the asbestos pipes or slip-line the existing water lines. These recommendations would be very costly and would need to be completed in phases. Shawcroft and his engineer firm would like to be involved in this process by first applying for funding to complete a master plan to prioritize the needs and desires of the town.

Trustee Rendon questioned the Town Manager on making repairs to the pick-up that was used to plow snow asking if it was cost effective to invest money into the pick-up. It was suggested to reach out to other municipalities on the listserv for snowplows or other options.

Town Attorney Reports

Town Attorney Walker reported that they were provided the code updates and will be reviewing them. He spent some time reviewing the reports from SEH regarding the housing study and the issues the town faces. He would like to meet with Town Manager Zaragoza for his feedback to see what direction the town board would like to go to address the need for housing. He worked with the town manager on a personnel issue and the town clerk on a business license issue. He reported that he and Attorney Farish would be attending the CML Conference and is looking forward to the sessions. He will continue to work on the Building Code updates and should have a plan by the next board meeting.

Town Attorney Farish stated that there may be some deadlines for adopting the building codes prior to July 1st. He explained the process and the timeline requirements for notices and publications. He reported that he has been working on a comprehensive review of another municipalities nuisance codes which provided him an opportunity to look at the town's codes as well. He would like to review the nuisance codes and how they correlate with the offense codes and how the two are enforced. He will meet with the staff to review these codes.

Approval of Town Manager and Attorneys Reports

Motion: Trustee Rendon moved to approve the Town Manager and Attorneys reports; Seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Police Report

Chief Lujan submitted a written report and offered to answer questions.

Public Works Report

Mayor Medina congratulated Public Works Supervisor Thomas Dufresne on passing his wastewater test. Dufresne attended virtually, reporting on the tasks he has been working on. They assisted with the water tank inspection. They found a minor wear in the concrete at the bottom of the tank, but it seems to be fine for now. They cleaned about 2 inches of silt and sediment from the bottom of the tank. This inspection should be good for another 3 to 5 years.

Clerk Report

Town Clerk Pagnotta submitted a written report. She has been preparing for the audit. She asked that those that wish to attend the CML to let her know by March 17 so that she can register everyone. Mayor Medina stated that the trustees that want to attend need to make a solid commitment because once registered the money cannot be refunded if they cancel.

Building Inspector Report

Building Inspector Rodriguez was attending a building inspector conference in Loveland. He submitted a written report.

Trustee Comments

Mayor Medina reminded everyone of the CML conference coming up. She stated that she sent the evaluation forms for the town manager to the trustees and asked that they be returned to her by March 17. She stated she would compile the scores and have them ready by the April meeting.

Trustee Wagoner asked if trustee comments could be included in the monthly newsletter as a way to share information. Mayor Medina suggested that they be optional so that the trustees don't feel obligated to make a comment. Trustee Wagoner reported that the library will be hosting a float building workshop on March 25th for anyone who needs tips or ideas on building a float. She mentioned that she may reach out to businesses that might want to sponsor a float in the Glory Days parade. Glory Days is set for July 15th this year. She followed up on the questionnaire for Conejos County senior citizens for services that the library could provide them. She stated that the questionnaire could be returned to the library or town hall.

Trustee Rendon reported on the webinar that she attended where the Town of Hayden discussed how they dealt with the housing issues over the past five years. She stated the webinars that CML provides are free and provide great information and networking opportunities. She stated she would like to see more people

take advantage of these webinars and have an opportunity to share what they learned with each other to have a more cohesive board. She also mentioned that board members are required to have 12 hours of training a year but are not held accountable. She mentioned that the webinars are usually recorded so they could be viewed at a later time.

Executive Session

Attorney Farish explained the protocol for going into executive session. He stated the executive session is for the purpose of determining position 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) as it specifically relates salary structures for police officers.

Motion: Trustee Rendon moved to go into executive session for the purpose previously stated; Seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Mayor Medina stated "the time is now 8:00 pm, and the executive session has been concluded. The participants in the executive session were: Chief Lujan, Trustee Audrea Rendon, Trustee Rocky Villagomez, Trustee Annette Chavez, Trustee Margie Wagoner, Mayor Paula Medina, Mayor Pro Tem Austin Valdez, Town Manager Larry Zaragoza, Town Clerk Shawn Pagnotta. 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 to establish a salary range to hire a new officer and to adjust the existing officers' salaries accordingly."

Motion: Mayor Pro Tem Valdez moved to authorize the Town Manager to advertise a hiring salary range of \$43,000 to \$45,000 with medical benefits for a third police officer and adjust the chief and sergeants salaries accordingly; Seconded by Trustee Wagoner.

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

Nays: None

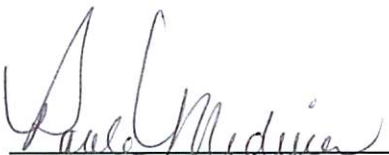
Motion Carried.

Adjournment:

Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 8:05 pm.

Respectfully Submitted by


Town Clerk - Shawn Pagnotta


Mayor / Mayor Pro Tem

