

TOWN OF LA JARA

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Regular Meeting
Date: April 13, 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: Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina. Trustee Chavez attended virtually at the beginning of the meeting, but then arrived in person at 6:11 pm.

Absent: None

Also present were Town Manager Zaragoza, Town Clerk Pagnotta, Public Works Supervisor Thomas Dufresne, Town Attorney Walker, and Building Inspector Rodriguez. Chief Lujan arrived at 6:38 pm.

Approval of Agenda

Motion: Trustee Wilson moved to approve the agenda; seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Guests

Kate Jack, Communication & Community Director for SLV Behavioral Health addressed the board requesting to proclaim April as Child Abuse Awareness Month. She explained the partnerships with other organizations and read the proclamation.

Motion: Trustee Rendon moved to adopt the proclamation designating April as Child Abuse Awareness Month; seconded by Mayor Pro Tem Valdez.

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

Nays: None

Motion Carried.

Citizen Comments

None

New Business

Building Code update – Town Attorney Walker reported that he has been collaborating with a cohort organization that is developing a workable draft of updated building codes. He explained the reason the Town needed to update to a newer version and recommended adopting the 2018 version rather than the 2021 version. He further explained that the 2018 version is less restrictive, specifically dealing with the energy code requirements. He explained the process for adopting the building codes by reference and presented a draft ordinance. Building Inspector Rodriguez explained that the 2021 version has so many restrictions that would drive up the cost of building a new home, making it awfully expensive. Attorney Walker read the ordinance by title, highlighting the adoption would include the International Building Code, International Residential Code, International Mechanical Code, International Energy Code, International Existing Building Code, and the International Property Maintenance Code. He requested that a public hearing be scheduled for the next regular board meeting.

Motion: Trustee Wilson moved to adopt Ordinance 2023-1; An ordinance adopting the International Building Code, 2018 Edition, the International Residential Code, 2018 Edition, The Mechanical Code, 2018 Edition, International Energy Conservation Code, 2018 Edition, the International Property Maintenance Code, 2018 Edition, all as published by the International Code Council and set a public hearing for May 11, 2023 at 5:30pm; seconded by Mayor Pro Tem Valdez.

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

Nays: None

Old Business

Conejos County Housing Authority – Housing Plan – Town Manager Zaragoza stated that Karen Hinojos, Conejos County Housing Authority Director, was unable to attend because she had an unexpected meeting and requested to be on the agenda for May.

Nuisance Code update – Attorney Walker stated Attorney Farish has been working on updating the Town's nuisance code. Attorney Farish sent a draft code to Town Manager Zaragoza and Chief Lujan for their feedback. He stated this is an update process where more discussion will occur at the next meeting.

Reports

Town Manager Report

Town Manager Zaragoza thanked everyone for the help with the Easter Egg hunt, giving special recognition to Julie Nuanes for being the Easter Bunny again this year. He reported that the town will be providing roll-off dumpsters for yard debris from April 26th to April 27th from 9am to 4 pm at the Maintenance yard. He explained that the land fill will no longer take large furniture or mattresses. He highlighted the following items from his written report:

- Apprenticeship program update report.
- Had a Zoning Code review with Nancy from SEH. Within the next two weeks she would like to go over the Codes with the Planning and Zoning Commission.
- Glory Days Celebration date (July 15th)!! Volunteers needed the day of the event.
- Meeting with CE Corp engineers to continue discussion about our freshwater distribution system. Recommended some options.
- Purchased the trailer from Mr. Larry Buhr, also installed a concrete pad in the maintenance yard to place the trailer on.

- Sustainability training for Lagoon systems & wastewater facilities, March 28th. Next Meeting is April 18th with David Diss, Colorado Rural Water Authority Specialist.
- Attended the WSLV Roadmap team meeting on March 22nd to discuss where the team is currently with Zoning Ordinances and a few other agenda items.
- March 14th Mobile Care and Share was again attended by about 125 households. The distribution days have been changed to the last Thursday of each month from 10:00-11:00 AM, beginning on April 27.
- The new windows in the west room of the Northerner's Senior Center have been installed. The Senior Center budget will pay for project.
- The process to install three new water meters on the property of Katherine and Joe Valdez's two apartments, barber shop, and corner office located on Main and Walnut will require a plumber to run pipe to the alley for installation of 3 new water meters.
- Contacted Mr. Tate Kindschuh, instructor for Post certification police candidates, to inform the potential graduating candidates about the position of a 3rd officer for the Town of La Jara.
- Sent an invoice for work on the broken water line in East La Jara. The invoice will include hours worked by our maintenance workers and use of the backhoe. Their insurance should cover the expenses. Absmier Construction sent their invoice as well.
- Will be sending out RFP for fire hydrant replacement.
- Finalized contract for Sludge Removal Project scheduled for October 2023.
- Skate Park Grant Information.

Town Attorney Reports

Town Attorney Walker reported that he has been working on zoning updates along with Town Manager Zaragoza and SEH. He had some zoning questions from the town staff that referred to the zoning ordinance from 1978 and stated that it might be time to work with Planning and Zoning for an update. He stated that the zoning issues tie into SB23-213 which relates to zoning. He gave some background on the bill where the state would require ADU (Accessory Dwelling Units) in all residential zonings. He explained that the Town's current ordinance does not use the term ADU and thus they are not allowed. He is looking forward to working with the town and Planning and Zoning on this. He was given the contract from Denali for the sludge removal at the lagoons and has just a few edits, but the project is moving forward. He reported on SB22-032 that could affect the town regarding transient merchants. He stated that the town would be required to issue them a free business license. His example was a food truck that would only come to town on one or two occasions throughout the year. He is staying on top of the legislative updates.

Approval of Town Manager and Attorneys Reports

Motion: Mayor Pro Tem Valdez moved to approve the Town Manager and Attorney reports; Seconded by Trustee Villagomez.

Vote Results: Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Wilson, 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

Public Works Supervisor Thomas Dufresne reported that he and Rodney Saenz have been busy with training. He is scheduling the projects that he would like to complete this summer. He reported that he

attended the annual CRWA Conference in Loveland and explained that there are some substantial changes regarding lead and copper testing and requirements. He suggested holding a work session to better educate the board and citizens.

Clerk Report

Town Clerk Pagnotta submitted a written report. She is continuing to gather all the audit documentation and reported that WSB should begin the audit soon. She reported that Martille Faatz helped answer a few accounting questions and completed the 1099s for 2022. She reported that the rooms have been reserved and registrations have been completed for all that want to attend the CML conference in June.

Building Inspector Report

Building Inspector Rodriguez reported that there has not been a lot of building going on but said there may be some potential for some housing developments and apartments being built.

Trustee Comments

Mayor Pro Tem Valdez commented on the Easter Egg hunt and how well it was attended.

Mayor Medina apologized for not being able to attend the Easter egg hunt; she heard great things about it and thanked Julie Nuanes for being the Easter Bunny.

Trustee Wagoner thanked Deputy Clerk Kerrissa Romero for donating the scooters that were given away at the Easter egg hunt. She thanked Trustee Rendon for coordinating the map hunt.

Mayor Medina mentioned that the Town of La Jara had a birthday on March 11 and suggested doing a celebration during Glory Days.

Trustee Rendon reported that she spoke with Barbara Johnson, the new owner of Mom and Pop's Country Kitchen about having a grand opening/ribbon cutting ceremony. Town Manager Zaragoza will follow up and schedule a date and time.

Trustee Villagomez reported on the recent Planning and Zoning Commission meeting stating there was a proposal for a housing development. There were a few questions that they will address and will have a few more meetings to gather more information. During the P&Z meeting Trustee Villagomez was nominated as the committee chair, Darrin Rodriguez the Vice Chair, and Town Manager Zaragoza as secretary.

Mayor Medina asked about the progress with the BMX track; Town Manager Zaragoza will ask Julian Espinoza to give an update at the next board meeting in May.

Executive Session

Motion: Trustee Wagoner moved to go into executive session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: Any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personnel to particular employees. (Town Manager's appraisal and employment agreement.); Seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Return to Open Meeting

Mayor Medina stated "the time is now 7:23 pm, and the executive session has been concluded. The participants in the executive session were Trustee Audrea Rendon, Trustee Curt Wilson, Trustee Rocky Villagomez, Trustee Annette Chavez, Trustee Margie Wagoner, Mayor Paula Medina, Mayor Pro Tem Austin Valdez, Town Attorney Seth Walker, 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 discussion on the Town Manager's contract.

Mayor Medina stated that Town Manager Zaragoza has requested to work 32 hours a week in lieu of any raise. Trustee Chavez asked him to be mindful of the day he wished to be off and give the staff notice. It was discussed that he will not have a set day off during the week but will give the staff notice of the day he wishes to be off. Town Manager Zaragoza stated his priorities that he will focus on are the lagoons and the prior violations, housing, and the water infrastructure. Attorney Walker will review the agreement and the board will discuss it further at the next regular board meeting in May.

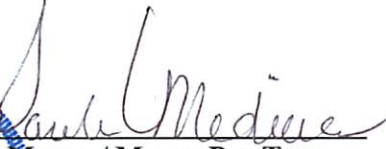
Adjournment:

Mayor Pro Tem Valdez moved to adjourn; seconded by Trustee Wilson. The meeting adjourned at 7:32 pm.

Respectfully Submitted by


Town Clerk – Shawn Pagnotta




Mayor / Mayor Pro Tem

