

TOWN OF LA JARA

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Regular Meeting
Date: December 10, 2020

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

Call to Order

In an effort to help prevent the spread of COVID-19 the Regular Meeting of the La Jara Town Board of Trustees was held virtually via ZOOM. The meeting was called to order by Mayor Medina at 6:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Medina.

Roll Call

Present were Trustees: Gallegos, Villagomez, Wagoner, Mayor Pro Tem Valdez, and Mayor Medina.
Absent: Trustee Chavez and Espinoza.

A quorum was present.

Also present were: Chief Lujan, Jimmy Hinojos, Town Manager Larry Zaragoza, Town Attorney Ben Pacyga and Town Clerk Pagnotta.

Approval of Agenda

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

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

Nays: None

Motion Carried.

Consent Calendar

Trustee Gallegos had a question regarding the police department report and asked that more information be provide, such as the number of tickets that were issued in comparison to the number of stops that were made. She also asked that the report show which officer issued the ticket. Chief Lujan addressed her issues.

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

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

Nays: None

Motion Carried.

Guests

No Guests were present.

Citizen Comments

No Citizen were present.

New Business

Online Code Solution proposal from American Legal Publishing Corporation – Town Clerk Pagnotta explained American Legal Publishing Corporation had finished the codification of the Town Ordinances and provided the Town with a quote to host the online codes. The proposal would place the Town's codes on the Internet so that citizens, law firms, contractors and other interested parties would be able to access the codes quickly and easily. It was explained that there would be a \$550 setup fee and an annual fee of \$500.

Motion: Trustee Wagoner moved to approve the proposal from American Legal Publishing Corporation for the online code solution; seconded by Trustee Gallegos.

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

Nays: None

Motion Carried.

Resolution 2020-9 A resolution levying general property taxes for the year 2021, to help defray the costs of government for the Town of La Jara, Colorado, for the 2021 budget year.

Motion: Mayor Pro Tem Valdez moved to adopt Resolution 2020-9; seconded by Trustee Wagoner.

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

Nays: Trustee Gallegos

Motion Carried.

Christmas Bonus for employees – Mayor Medina stated that the bonuses were budgeted for and has been given to the employees every year. It was explained that the bonuses are calculated at 1% of the employee's annual salary.

Motion: Trustee Wagoner moved to approve a 1% Christmas bonus for the employees; seconded by Trustee Villagomez.

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

Nays: None

Motion Carried.

Old Business

Maintenance Building - Town Manager Zaragoza reported that he had a meeting with the general contractor, accountant, mayor, attorney, clerk, and loan officer from the bank to discuss the different funding options for the construction of the building. He stated that they discussed entering into a lease purchase agreement as well as a loan. Martille Faatz recommended seeking a loan instead of a lease purchase. The total cost of the building would be about \$100,000 with construction beginning in December. Trustee Villagomez asked if the bid included the demo of the building; Town Manager Zaragoza explained that the demo was not included and the maintenance department would do it. Town Manager Zaragoza showed a rough drawing of the proposed building and stated that it would have a restroom, eye wash station and adequate electrical outlets. Town Manager Zaragoza explained that he reached out to other contractor for requests for bids and Razorback Construction was the only one to submit a bid.

Control Panel for water pump – Town Manager Zaragoza explained the current situation with the water tank and the float system stating that he didn't think this temporary fix would make it through the winter

if it froze. He said that the control panel would cost \$14,300 and would need to be purchased so that the water pumps work properly.

Motion: Trustee Gallegos moved to purchase the control panel for the water pump for \$14,300; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Reports

Town Manager Report

Town Manager Zaragoza reported on the following items:

- Met with Denise Manzaneres from Xcel Energy to discuss the electrical and natural gas plan for the new maintenance building.
- Electronic sign – Ordered the sign from Extreme Graphics. He looked into seeking a grant from SLVDRG/SLVCOG to help pay for the sign, but the grant was denied, however, Trustee Espinoza sent him information that grant funding was possible through SIPA. He and Trustee Chavez will be working together to write this grant.
- Cielo will be installing a timer on the WIFI in the park next to Town Hall so that the service is only available from 7 am to 7 pm.
- Hired a new Building Inspector. Darrin Rodriguez was hired from an interview process where 6 applicants were interviewed.
- Dillon Brown gave away 700lbs of potatoes.
- The SLVDRG grant to extend the car port at the senior center was completed. He explained that the project will be paid with the grant and the other half will be paid for by the senior center.
- Business closures – Robert Espinoza's building has been sold; therefore, his business will be closing here in La Jara. DJ's Café will possibly be closing as well.
- Will be looking to hire a new maintenance worker as a result of termination of the Maintenance Supervisor.
- Maintenance Department needs a new/used pick-up because of the many mechanical problems with the white pickup.

Motion: Trustee Wagoner moved to approve the Town Manager's report; seconded by Trustee Villagomez.

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

Nays: None

Motion Carried.

Town Attorney Report

Town Attorney Pacyga reported on the following;

- Consulted with the Town Manager regarding the employment matter. He stated that under the Sunshine Law it was unadvisable to discuss anything further related to that issue.
- Met with the general contractor for the maintenance shop and drafted an initial contract. He explained that he discussed with the contractor the requirements that apply to municipal construction projects. By statute the contractor must have certain bonds; Attorney Pacyga worked with the contractor to get that process started.

Mayor Pro Tem Valdez was approached by Henry Schimpf to ask the board if he were to sell his building on Main Street could it be converted to a residence. Attorney Pacyga would like to look into the town ordinances and provide an answer at the next board meeting. Attorney Pacyga stated that if the board agreed he could talk to Mr. Schimpf directly regarding his question.

Motion: Mayor Pro Tem Valdez moved to approve the Town Attorney's Report; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Police Report

Police Chief Lujan presented a written report and asked if there were any further questions. Trustee Gallegos had questions about the dispatch service through the State Patrol in regards how the town is being billed. Chief Lujan explained the fees for each call.

Maintenance Report

Interim Maintenance Supervisor Jimmy Hinojos reported that a new maintenance shop would be nice and expressed the need for a new truck. He reported that he is working on keeping the town clean. Mayor Medina thanked Hinojos for stepping up and taking care of things in the interim.

Clerk Report

Town Clerk Pagnotta reported on the new platform for the town's website. She stated that there will be a new URL that she will send out when the website goes live. She explained that the new platform appears to be easier to use and her goal is to have the website updated on a weekly basis.

Trustee Comments

Mayor Pro Tem Valdez – Nothing to report

Trustee Wagoner – Had some questions regarding grants, more specifically grants to fix the water issues. She stated that she would be willing to be on a sub-committee to help write grants. Mayor Medina stated that at the first of the year she is going to start forming a few committees to focus on water/sewer, Planning and Zoning, Policies and Procedures. She is going to appoint two trustees to serve on each of these committees.

Trustee Gallegos – Asked about forming a grievance committee. Mayor Medina stated that as trustees they are not to be involved in personnel issues, further more when she looked into a grievance committee she was advised not to form this kind of committee by CML and CIRSA. Trustee Gallegos asked to see more police patrolling. She asked that the police start confronting people that are walking around town. Chief Lujan addressed Trustee Gallegos's concerns and stated that officers have to have probable cause to contact an individual and there is no law against someone walking around town. She also asked if the hydrant at the liquor store could be removed. Town Manager Zaragoza stated that he had it planned to have the hydrant removed.

Trustee Villagomez -Would be willing to be involved in committees and willing to help out when finding contractors. He asked for a hard copy of the packet for the next meeting.

Mayor Medina – She will have more information regarding the different committees that she would like to form in the new year. She also reminded everyone on the COVID testing that will be held at the

hospital. Mayor Pro Tem Valdez asked if the Town Manager could contact someone to schedule a test site in La Jara.

Town Manager Zaragoza stated that \$25 gift cards from Jack's Market would be purchased and distributed to staff and trustees.

Mayor Medina wished everyone a Merry Christmas.

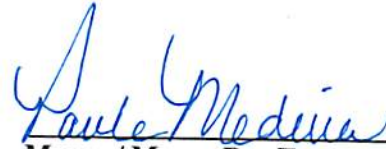
Adjournment:

Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 7:42 pm.

Respectfully Submitted by


Town Clerk - Shawn Pagnotta




Mayor / Mayor Pro Tem