

# TOWN OF LA JARA

PO Box 273  
La Jara, CO 81140  
Phone: (719) 274-5363  
Fax: (719) 274-5986

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Regular Meeting  
Date: April 12, 2018

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](http://www.colorado.gov/townoflajara)

## **Call to Order**

The Regular Meeting of the La Jara Town Board of Trustees was called to order by Mayor Zaragoza at 7:00 p.m.

## **Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Zaragoza.

## **Roll Call**

Present were Trustees: Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina, and Mayor Zaragoza.

Absent: Trustee Valdez (Arrived at 7:20 pm)

A quorum was present.

Also present were: Town Manager Dennis Koenig, Maintenance Supervisor Matthew Herrera, Town Attorney Ray Valdez, Police Chief Jerry Lujan and Town Clerk Shawn Pagnotta.

## **Approval of Agenda**

**Motion:** Mayor Pro Tem Medina moved to approve the Agenda; seconded by Trustee Cummings.

**Vote Results:** Ayes: Trustees Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

## **Approval of Consent Calendar**

Trustee Salazar questioned if the financial statements included all the election expenses. Town Clerk Pagnotta explained that for the most part the amount shown is the total expenses for elections.

**Motion:** Trustee Salazar moved to approve the Consent Calendar; Trustee Espinoza seconded.

**Vote Results:** Ayes: Trustees Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina, and Mayor Zaragoza.

Nays: None

Motion Carried.

## **Tie Breaker for Third Trustee Seat.**

Town Clerk Pagnotta explained that as a result of the election Victor Salazar received 51 votes, Dee Ann Espinoza received 49 votes, and both MaryAnn Gallegos and Robert Wagoner each received 37 votes. Town Clerk Pagnotta explained that according to the Colorado Revised Statutes a tie vote is broken by lot. Town Clerk Pagnotta explained that Gallegos and Wagoner would each draw a card from a deck of

cards and the highest card drawn would fill the third trustee seat. MaryAnn Gallegos drew the high card with a “Queen” and Robert Wagoner drew a “5” card.

### **Swearing in of Trustees**

Town Clerk Pagnotta administered the oath of office and swore in Victor Salazar, Dee Ann Espinoza and MaryAnn Gallegos as trustees. Each will serve a four-year term.

### **Appointment of Town Attorney, Municipal Judge and Town Clerk**

Mayor Zaragoza stated that the Town Attorney, Municipal Judge and Town Clerk are to be appointed following an election.

*Motion:* Trustee Gallegos moved to appoint Raymond Miller as Municipal Judge, Raymond Valdez as Town Attorney and Shawn Pagnotta as Town Clerk; seconded by Trustee Salazar.

*Vote Results:* Ayes: Trustees Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

### **Recognition of Scheduled Public Comment**

Daren Rodriguez presented a proposal for his Eagle Scout Project. Rodriguez’s proposal is to build a canopy type structure in the park located at 312 S. Main. The structure Rodriguez is proposing is similar to the stage structure in the park next to Town Hall. In his proposal Rodriguez presented an estimate of \$1193.74 in materials to build the structure, in which he received all but \$417.94 in donations. Rodriguez asked the Town of La Jara for a donation of \$417.94 to help complete his project. Trustee Gallegos asked how many people could be seated in the structure. Rodriguez stated that he estimated that the canopy could hold 4 to 5 picnic tables. Mayor Pro Tem Medina stated she would like for the Town to donate the money for this project.

*Motion:* Mayor Pro Tem Medina moved to donate \$417.94 to Daren Rodriguez to assist him in completing his Eagle Scout Project; seconded by Trustee Gallegos.

*Vote Results:* Ayes: Trustees Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

Rodriguez asked if someone from the Town could be appointed as the project manager. The trustees agreed that Town Manager Dennis Koenig be appointed as the project manager.

### **Recognition of Unscheduled Public Comment**

Piedad Romero addressed council requesting that the Town not spray for weeds around her home. She stated that the spray used to kill weeds is a poison and causes a huge health concern. She would like to see all weed spraying be eliminated in the Town. Mayor Zaragoza thanked Romero and stated that she brought forward some great health concerns. He stated that the board would take this information into account. Trustee Salazar stated they would discuss this at the upcoming retreat. Romero asked for the name and history of the weed spray that has been used in the previous years. Town Manager Koenig stated he would provide her with the information.

Trustee Valdez arrived at 7:20 and apologized for being late because he was fighting a fire.

### **Town Manager's Report**

Town Manager Koenig handed out an updated and revised personnel policy manual. He asked the trustees to read over it and provide feedback during the retreat. Town Attorney Valdez commended Town Manager Koenig for doing a great job in drafting the manual.

Koenig reminded the trustees about the upcoming CML Conference and asked if anyone planned to attend to submit their registration to Town Clerk Pagnotta no later than April 23. Koenig stated that the rooms have been booked at the Marriot, but due to some remodeling at the host hotel he was not able to get suites with multiple rooms. Koenig stated that he is hopeful that the town will receive an award from CIRSA because we have continuously had high scores on our audits.

Koenig explained that citizens were sent a letter in regards to low chlorine residuals in the water system. He explained that the state requires the town to notify its citizens of the low chlorine levels, however there was no issue with the water. Koenig explained that a part in the chlorinating system had corroded and cracked and caused a lower level of chlorine to be injected into the water. The part was repaired and no contaminants were found in the water. Trustee Gallegos asked why there was a delay in notifying the citizens of the issue. Koenig explained that the town notified the residents as soon as we were notified by the state and that this process takes some time on the state end.

Koenig reminded the trustees of the CML Spring outreach meeting that will be held in Pagosa Springs in May. Mayor Zaragoza stated that he wanted to attend to represent the town.

There had been some discussion on getting shirts for the trustees to wear to town events. The Trustees decided to discuss this in more detail at the retreat.

Koenig asked Mayor Zaragoza to confirm the date for Glory Days. Glory Days will be held on June 16.

Mayor Zaragoza stated that he spoke with Deputy Clerk Krista Ross who stated that she has 4 bands booked and only two dates still open. The dates for the concerts have been set for June 23 and 30, July 7 and 14, and August 4 and 11. Trustee Espinoza wants some fliers for the Summer Rocks Concerts so that she can help circulate them. There was some discussion on the dates for Farmer's Market. Koenig stated that the trustees would need to discuss this at the retreat. He stated that there has been a decline in participation from both the vendors and the attendees over the past few years.

Koenig presented the trustees with a handout that detailed the rates for water and sewer taps from other municipalities. He stated that that Town's fees are very low and suggested looking at adjusting these fees at the retreat. He stated that these fees are for new taps into the water and sewer system. Koenig also stated that they will need to look at replacing the water meters in the next 5 years.

Koenig reminded everyone of the clean up days that will be held beginning April 21 to May 5. He stated there will be roll off dumpsters located at the lagoons for trash and the town will be accepting tree branches, grass clippings and leaves as well. Mayor Zaragoza stated that he spoke with Koenig in regards to helping the elderly or disabled remove their yard waste. Trustee Cummings and Mayor Zaragoza stated they would both volunteer to help haul off the debris. Koenig stated that the maintenance department does a good job picking the debris up for those that need it.

### **Approval of the Town Manager's Report:**

**Motion:** Mayor Pro Tem Medina moved to approve the Town Manager's Report and Trustee Valdez seconded.

**Vote Results** Ayes: Trustees Valdez, Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

**Swearing in of New Officer:**

Town Clerk Pagnotta administered the oath of office for the Town's new Police Officer, Margarita Ortega.

**Town Attorney's Report:**

Town Attorney Valdez had nothing to report but asked to reserve his comments for the executive session.

**Town Board of Trustees Comments**

**Trustee Gallegos:** Feels that some of the items on the Town Manager's report are important enough that they should be on the agenda so that citizens could have input. She suggested that items such as setting the dates for Glory Days be put on the agenda so that citizens can offer input. Mayor Zaragoza stated that Glory Days was not a Town event and is a completely separate entity from the Town.

**Trustee Cummings:** Had nothing to report but apologized for not attending the Easter Egg Hunt.

**Mayor Pro Tem Medina:** Received a compliment from a citizen regarding Officer Ortega stating that she was very professional and nice

Mayor Pro Tem Medina reported that the two young people from Centauri High School that presented their drug awareness program at the District CML meeting last fall will be receiving a Municipal Hero Award at the CML Conference in Vail. Medina stated that individuals from CML will be coming to La Jara to film a video highlighting the program as well as interviewing the two individuals, the mayor and Mayor Pro Tem. Medina stated that this award is huge for our community.

**Mayor Zaragoza:** Wanted to reserve his comments for the retreat. He wanted to talk about putting speed bumps on South Main but would like to discuss this at a later time.

**Trustee Salazar:** Thanked everyone for their votes. He stated he learned that people really do care about their homes and life here in La Jara. He had the opportunity to communicate some of the town's issues and discuss with the citizens their questions and concerns. Salazar stated he has great respect for the people in La Jara and felt visiting with the citizens provided a better understanding of the civic commitments on the part of the town as well as from the citizens.

**Trustee Espinoza:** Has information on businesses going on in the community and the San Luis Valley. She stated that currently there is not a SBDC Director (Small Business Development Center) and asked if anyone was interested in this position or know of someone that would be interested. She stated that many of the decisions for SBDC are being made through the Minority Business Office, in which she is a member of the advisory board. As a member of the Minority Business Office they are hosting an event for small businesses. They had a similar event in 2016 where 40 individuals were present. This year's event will be held on April 27. There will be an assortment of resources available for small business owners or people planning small business. Espinoza stated that she would circulate a flier with more information. Additionally, Espinoza stated that she will be highlighting her business on the KSLV Radio station. She stated that there is currently not an active chamber in Conejos County, but would like to get people involved in small businesses.

**Trustee Valdez:** Nothing to report.

**New Business**

**Executive Session**

**Motion:** Mayor Pro Tem Medina moved to go into executive session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S Section 24-6-402(4)(b) and Trustee Espinoza seconded.

**Vote Results** Ayes: Trustees Valdez, Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

Mayor Zaragoza announced "I hereby attest that this recording reflects the actual contents of the discussion at the executive session and has been made in lieu of any written minutes to satisfy the recording requirements of the Open Meetings Law. I will hand the tape to the Town Attorney to retain for a 90-day period. The time is now 8:47 pm, and we now conclude the executive session and return to the open meeting.


**Old Business**

No old Business.

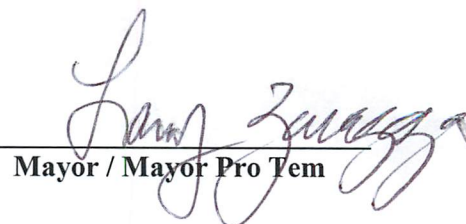
**Adjournment**

Mayor Pro Tem Medina moved to adjourn, seconded by Trustee Valdez. The meeting adjourned at 8:50 pm.

Respectfully Submitted by

  
Town Clerk – Shawn Pagnotta



  
Mayor / Mayor Pro Tem