

# TOWN OF LA JARA

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Regular Meeting  
Date: February 15, 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: Valdez, Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina, and Mayor Zaragoza.

Absent: None.

A quorum was present.

Also present were: Town Manager Dennis Koenig, Police Chief Jerry Lujan, Maintenance Supervisor Matthew Herrera, Town Attorney Ray Valdez 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 Valdez, Gallegos, Espinoza, Cummings, Salazar, Mayor Pro Tem Medina and Mayor Zaragoza.

Nays: None

Motion Carried.

## **Approval of Consent Calendar**

Trustee Salazar had a question regarding the Clerk's financial report. The report stated that there was \$78,087.50 in the General Fund bank account with \$24,000 in outstanding checks. Trustee Salazar's question asked for clarification on the outstanding checks. Town Clerk Pagnotta stated that the outstanding checks were the normal monthly bills.

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

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

Nays: None

Motion Carried.

## **Recognition of Scheduled Public Comment**

No scheduled public comments.

## **Recognition of Unscheduled Public Comment**

No unscheduled public comments.

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

Town Manager Koenig reported that CIRSA conducted their annual Loss Control Audit and all departments scored over 100% in both Worker's Comp and Property Casualty. He stated that other municipalities, such as Monte Vista have scores of 80%. Koenig stated that he joked with the Town's CIRSA representative about getting some sort of reward for consistently having high audit scores. The trustees thanked the employees for doing a good job.

Koenig reminded everyone that the Easter Egg Hunt would be held on Saturday, March 31 and will be held at the park next to Town Hall.

Koenig updated everyone on the robberies that occurred at the liquor store, laundromat, and at the credit union ATM. He stated that the individuals involved in those robberies have been arrested and are currently serving time in jail. He also reported that counterfeit money has been circulating throughout the county. He stated that Sargent Campos confiscated the fake money in Antonito. Koenig state the money looks and feels very real, but there was wording on the \$100 bill that states it was not legal and was produced for motion pictures. Chief Lujan alerted the businesses in La Jara.

Koenig reported that the Town has switched phone and internet service over from CenturyLink to Ciello and has seen a huge difference in the quality and speed. He stated that the town was paying about \$940 per month for phone and internet services from CenturyLink versus about \$389 per month with Ciello. He stated this is about a \$6,612 savings per year.

Koenig stated he has been working on a small grant for the lighting along Main Street. He stated there will be decorative light poles installed on the north side of Main Street at this time with additional poles being put up sometime in the future.

Koenig stated that he has been working on revising the personnel policy and procedure manual, consolidating the two portions into one complete policy. He explained that the police department is currently using Lexipol for many of their police related policies that conflict with the town's personnel policies. He will be reviewing these policies and will be working with CIRSA to make sure they are up to standard.

Town Manager Koenig presented the trustees with a lease purchase proposal from 4 Rivers Equipment for a new 2018 John Deere backhoe with a thumb attachment and an extend-a-hoe. The lease will be a five-year lease with annual payments of \$17,968.45 and at the end of the lease the town would purchase the backhoe for \$1. The proposal also includes a service agreement and a part replacement plan. Koenig stated that he also received a quote from Wagoner for a used Cat backhoe that didn't include all the extra attachments for \$115,000. Koenig asked for the board's approval to move forward with the lease purchase agreement for the John Deere backhoe.

**Motion:** Mayor Pro Tem Medina moved to approve the lease purchase agreement with 4 Rivers Equipment for the lease purchase of a 2018 John Deere backhoe. Trustee Valdez seconded.

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

Nays: None

Motion Carried.

Town Manager Koenig met with Mark Sowards from Community Banks of Colorado and Robert Chavez from Guadalupe Parish Credit Union to discuss security issues at their banks. The two were requesting

that the police officers provide security for their employees when they are leaving work for the day. Koenig stated that he explained to Sowards and Chavez that the town didn't have the man power to provide this service. Trustee Espinoza stated that the town doesn't provide security services to other businesses and that if the town did so, it would set a bad precedence. Koenig also reported that a fourth officer has been hired and will likely start on March 1, which should help with police coverage of the town.

Koenig reported that the different departments compiled a list of accomplishments for 2017 and goals for 2018. He stated the employees will present these accomplishments during the March council meeting.

Town Manager Koenig reported on the CCMA conference in Glenwood Springs that he attended. He stated that the conference was not one of the better conferences that he attended, but he did attend a good session on the economic forecast for the state, which indicated the outlook is up and up.

Koenig reported that he spoke with North River Greenhouse who will be hydro seeding the park at 312 S. Main this spring. Koenig also stated that he would like to have the street lighting done by May.

There was discussion on the progress of the laundromat. The owners are remodeling the building and hope to have it open in May. Koenig also talked about another new business that is possibly opening soon. Trustee Espinoza asked about the building where hemp is being grown. Koenig explained that the owners have complied with all the building requirements that was set forth by the town. Trustee Espinoza asked if and when there would be an inspection of the hemp that is being grown. Koenig explained that there was no enforcement for inspections through the state.

Trustee Gallegos asked what benefit there would be for someone to annex into the city. Koenig explained that town residents would have lower water and sewer rates as well as lower property taxes.

There was question as to the status of the grader that Koenig had wanted to purchase from the Town of Sanford. Koenig explained that the Town of Sanford was not willing to allow us to make the second payment for the grader in August. They insisted that the second payment be made in April. Koenig stated that due to cash flow issues it would be to difficult to make the second payment in April and therefore the grader was returned to Sanford and would not be purchased.

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

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

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

Nays: None

Motion Carried.

#### **Town Attorney's Report:**

Town Attorney Valdez explained that the town entered into a contract with Jade Communication in 2016 allowing them to install fiber optic cable in the town. Jade Communication contracted with Bower Construction to install the fiber. While Bower Construction was installing the fiber lines numerous water and sewer lines were damaged and as a result Town of La Jara expended over \$10,000 in damages making the repairs to damaged water and sewer lines. Attorney Valdez wrote a letter to Jade Communication requesting reimbursement for their negligence. Jade Communication replied that the town needed to request reimbursement from Bower Construction because they caused the damage. Attorney Valdez sent another letter that included the portion of the contract that stated that Jade

Communication was responsible for all negligence by them or their contractors. He stated that the contract was very clear and suggested taking the claim to district court if payment is not received in a timely manner.

**Approval of the Town Attorney's Report:**

**Motion:** Trustee Salazar moved to approve the Town Attorney's Report and Trustee Espinoza seconded.

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

Nays: None

Motion Carried.

**Town Board of Trustees Comments**

**Trustee Valdez:** Nothing to report.

**Trustee Espinoza:** Reported that she helped coordinate a small business event last year and she is planning another one on April 27 at Cavillo's in Alamosa. She has coordinated with a variety of organizations and speakers that will be on hand to assist small businesses and she encourages everyone to attend.

Mayor Zaragoza recognized Trustee Espinoza for her re-appointment to the Minority Business Advisory Council. Mayor Zaragoza read an article that stated Governor Hickenlooper appointed Trustee Espinoza to a second term on the advisory council which provides a public forum at which the perspective of minority businesses is brought to the attention of the State and makes recommendations for regulatory changes needed at all levels of government to encourage the initiation, stability, and growth of businesses in Colorado.

**Trustee Salazar:** Reported that he has been visiting with citizens about the upcoming elections. He stated that one of the concerns that has come up in his conversations is the problem with feral cats. He asked if there was an ordinance or policy that governed the feral cat issue. Town Manager Koenig stated that feral cats are very difficult to govern and simply don't work.

Trustee Salazar stated that another issue that is a concern to the citizens is reporting a blight issue. The concern is that citizens would like to report issues anonymously. Town Manager Koenig suggested that complaints can be made anonymously by dropping them off in the payment drop box located outside Town Hall.

Trustee Salazar gave an update on the Housing Authority and stated that they have created a SLV Housing Authority that would look at providing affordable housing options for citizens in the San Luis Valley. He stated that Housing Authority is still working on the RAD conversion and the process is going pretty well. He stated they will be sending an outline that will explain the process.

**Trustee Gallegos:** Questioned the building where hemp is being grown. She asked if the town receives any revenue from them. Town Manager Koenig stated that the town doesn't receive anything. Trustee Gallegos also had some concern about people living in the building and feels that it may be a health hazard. Chief Lujan explained that there is one person staying in the building to provide security.

Trustee Gallegos asked again about developing the park at the Polkowske subdivision.

She asked about having more police patrol at night. She stated there is a lot of people walking around at night. Chief Lujan stated that they can't violate the citizen's rights, if they are adults then they have a right to walk around town.

**Trustee Cummings:** Stated that he feels that most of the thefts are done by people from out of town. He feels that the police department is doing a good job.

There was discussion about forming a neighborhood watch program. The trustees agreed to address the issue again at the retreat.

**Mayor Pro Tem Medina:** Stated she was thankful that the town has hired a fourth officer and suggested rotating the hours that the officers are on duty and the times that they are on call. Mayor Pro Tem Medina reminded everyone that registration for the CML conference is now open.

**Mayor Zaragoza:** Thanked the three board members for running for re-election in the upcoming elections that will be held on April 3. Mayor Zaragoza handed out a flier for an upcoming workshop that CML is hosting. The workshop is entitled Effective Governance for Municipal Officials. Mayor Zaragoza requested the trustee's approval for him to attend the workshop. Mayor Pro Tem Medina stated that she would also like to attend the workshop.

**Motion:** Trustee Salazar moved to approve the Mayor and Mayor Pro Tem's request to attend the Effective Governance workshop on March 21 and Trustee Cummings seconded.

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

Nays: None

Motion Carried.

Mayor Zaragoza asked if he and the trustees could get some shirts made with the town's logo or some name tags for them to wear when attending events and representing the town.

Mayor Zaragoza stated his concern of citizens not obeying the speed limit on south main especially before and after school when children are loading and unloading the school bus. He asked if there could be a little more patrolling in that area during the times that he school buses run. Trustee Salazar also suggested discussing the issue with the school to address any concerns that they may have as well.

Mayor Zaragoza discussed having a retreat this year and it was decided to set a tentative date for April 13 and 14. It was suggested to have the retreat at the Windsor Hotel again.

#### **New Business**

No new business

#### **Old Business**


Trustee Valdez reported that the fire department received a grant in which they purchased new bunker gear. They are submitting an application for another grant to purchase additional bunker gear, but there is a chance that they may not get the grant.

#### **Adjournment**

**Mayor Pro Tem Medina** moved to adjourn, seconded by Trustee Salazar. The meeting adjourned at 8:35 pm.

Respectfully Submitted by

  
Town Clerk – Shawn Pagnotta

  
Mayor / Mayor Pro Tem