

TOWN OF LA JARA

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Regular Meeting
Date: September 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

The Regular Meeting of the La Jara Town Board of Trustees 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 (arrived at 6:02pm) Trustee Espinoza (arrived at 6:02pm)

A quorum was present.

Also present were: Chief Lujan, Maintenance Supervisor Matthew Herrera, Town Manager Larry Zaragoza, Town Clerk Shawn Pagnotta and Town Attorney Ben Pacyga was present via Zoom.

Approval of Agenda

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

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

Nays: None

Motion Carried.

Guests

Nathan Ruybal, Conejos County Clerk, received a grant from the Cares Act to install an outdoor, 24hr drop box before the election. The grant includes installation, drop-box itself and security system. The town will not have to maintain anything. Trustee Wagoner asked how it is different from the ballot box we already have inside. Ruybal explained we will primarily use the outside box as it is 24hrs. Mayor Medina asked how often they will pick the ballots up. Ruybal says once the ballots are mailed out they will be checking the box daily. Mayor Pro Tem Valdez asked who will be monitoring the surveillance of the security cameras. Ruybal explained that the cameras will be at the town hall where the box is present and the footage will be stored in the device. There is nothing that needs to be monitored and there will be remote access to the camera and saved footage that WSB will have access to. Ruybal explains there will be hired election judges and that he hires Felicia and Shawn for the Election Day but until then it will just be the elected judges from the courthouse that come and check the box daily. He goes on to say that it is funded by a grant from the Cares Act and it will not need any money from the county. He explains that there is a possibility to leave the cameras and surveillance after the election and can be kept recording at no extra cost. Trustee Wagoner asked if the Town could use the county's Ever Bridge service to get messages out to citizens. The people will need to register with Ever Bridge. There was discussion on the

liability of the equipment and it was discussed that an IGA between the county and the town would be drafted.

Motion: Mayor Pro Tem Valdez moved to allow the installation of the ballot box; seconded by Trustee Espinoza

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

Nays: None

Motion Passed.

Citizen Comments

No Citizen comments were made.

Consent Calendar

Motion: Mayor Pro Tem Valdez to approve the consent calendar; seconded by Trustee Gallegos.

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

Nays: None

Motion Carried.

Old Business

Annexation –Attorney Pacyga researched the issue. Attorney Pacyga stated that he thinks if we are serious about pursuing the annexation, we need to think about how we will promote that in the community. Town Manager Zaragoza is contemplating a survey to see how the community feels about expanding the town. When a survey is put out, it needs to be clear what the benefits are so that people can make an informed decision. Trustee Espinoza explained that there are only a few ways to increase revenue. Mayor Medina stated the first step is to survey the town to assess the desires of the citizens.

Housing Authority Request- Karen Hinojos, Executive Director for Conejos County Housing, presented a letter in regard to a housing study. Dawn Melgaren, SLV Housing Coalition Director, presented the information regarding housing needs in the valley. They are looking at the housing needs for communities that often get left out. For the study in the valley it would cost \$272,000 so they started fundraising but are still short over \$120,000. After receiving a DOLA grant they stated that if La Jara wants to be included in one of the communities they look at in the study of housing needs the town will need to contribute \$1854. The deadline for commitments is mid-December in order to participate in the study.

Motion: Mayor Pro Tem Valdez moved to donate \$1854; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried

CML Policy Committee- Mayor Medina explained we need a representative to serve on this committee. She stated the meetings could be attended virtually or in person. She explained that when she served, she didn't have to commit too much time to this committee.

Repeal of Ordinance- Attorney Pacyga states the freedom of speech provision needed to be updated. He explained that the town should follow the SB-2020-217; he prepared the Ordinance 2020-2.

Motion: Trustee Espinoza moved to approve the Ordinance 2020-2 which would replace previous Ordinance 1990-2; seconded by Trustee Gallegos with a few minor spelling adjustments.

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

Nays: None

Motion Carried

Retreat Change of Date- New retreat date to be 10/2/2020 from 8am – 3 or 4 pm. An email with updated information will be sent to the .

New Business

Liquor License Renewal for T&D Liquor–Police Chief Lujan stated there is no issue in renewing their liquor license.

Motion: Trustee Wagoner moved to approve the renewal of the liquor license for T&D Liquor; seconded by Trustee Chavez.

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

Abstained: Trustee Gallegos due to conflict of interest

Nays: None

Motion Passed.

Reports

Town Manager Report

The items that the Town Manager Zaragoza reported on are as follows:

- Sewer Lagoon Update – The town was given 90 days to submit a plan to address the violations that have been occurring since 2015. We are about half way through that. He has been working with Martin Reynolds and CDPHE to rectify the issue. He stated there was one bid for sludge removal, aeration and a disinfectant building. As a group they decided they needed another bid so there can be some comparisons.
- Freshwater Distribution System Concerns- Recommends having a community meeting to explain the situation and problems with systems. Maintenance Supervisor Matt Herrera explained that we are waiting on the part to be built. The water pressure is low. Martin Reynolds is going to look at the system to see how it can be simplified.
- Revitalizing Main Street Project- There is a minor delay, there was an email from CDOT with a few more things to be done before we can start the project.
- 2021 Budget- Not ready to be presented to the board just yet. Few words that were kept in mind while doing this were “sensible, reasonable, conservative”
- Phone Conference with CDOT- There are two programs that are available, safe routes to school and transportation alternatives. We do not qualify for the safe routes. The grant for the transportation alternatives includes a flashing light, extending the concrete walkway, and a button to push for the lights. We cannot apply for this grant until 2022.
- Maintenance Building- Requesting permission to secure bids and proposals for new metal building. First South West Bank has loans with very low interest rates for projects like this. The building is 34’ X64’.
- Rural Place Making Project- This is a topic of discussion for our retreat. There is a meeting with the town manager of Center and there will be more information after that.

- Notice for Bids- the Notice of bids for the Hum V's has been posted, deadline is end of September. With a \$5,000 minimum bid.
- Health Screening- Ella Mae Barela is offering free cholesterol and glucose screening October 1st around 9am.

Town Attorney Report

- Attorney Pacyga met with Chief Lujan on a response of the Victims Response Rights Act.
- Repeal of ordinance- discussed previously.
- IGA- Mutual aid for services to assist other agencies. Who would be responsible/liable for negligence?
- Special Meeting- Participation contract with Rio Grande Conservation District. In order to cancel, you need to cancel the contract by December 1st. He worked on the language provision regarding the non-appropriation clause. He recommends the board approve the amended contract.

Motion: Trustee Espinoza moved to request the Mayor Medina sign the new contract with the non-appropriation clause; seconded by Trustee Wagoner.

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

Nays: None

Motion Passed.

Approval of Reports

Motion: Mayor Pro Tem Valdez moved to approve Town Manager and Attorney reports; seconded by Trustee Wagoner.

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

Nays: None

Motion Passed.

Police Report

Chief Lujan explained he crashed the new patrol car, there was a report and insurance claim filed. Introduced and welcomed Olga Cortez as our new full-time officer.

Maintenance Report

Maintenance Supervisor Matthew Herrera reported that he went to Manassa's water treatment plant. They did add a connection to the baffle pipes and it saves them \$5,000 in tank inspections that need to be done every 5 years. Herrera also explained the water pressure issues and how we need to replace the valves. Mayor Medina congratulated the maintenance crew on a job well done on snow removal.

Clerk Report

Town Clerk Pagnotta encourages to read the first couple of pages of the audit book. If there are any questions please call.

Trustee Comments

Trustee Espinoza- Grant opportunities; Colorado GAP fund, First Southwest Women Funded Businesses. She requests that all trustees have an email so that they can be easily reached. Town Clerk Pagnotta will call to set up an email address for all trustees. Trustee Espinoza also requested getting a Bluetooth web cam for the Zoom meetings.

Trustee Gallegos – Requests speed signs that show the speed limit and your current speed be set up. They will need to be bought by the town. She complained about the Gallegos appliances being collected as a business. Speed bumps are being requested but there are snow removal issues with them. There are other signs that are being looked into as an alternative.

Trustee Villagomez – Thanked Matthew, the maintenance crew, Chief Jerry and the police crew for doing their best during this time.

Trustee Chavez – Updating the policies, making sure we are current.

Trustee Wagoner – Thanked Larry for looking at pedestrian crossing and asked about signage. Those will have to be requested for with CDOT

Mayor Pro Tem Valdez – Citizen complaint about water outages. He also asked about who was purchasing water and if the Trustees could be notified when the water is off.

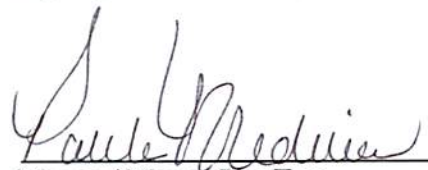
Trustee Gallegos – Asked for an animal welfare check by the police.

Adjournment:

Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 8:00 pm.

Respectfully Submitted by


Town Clerk – Shawn Pagnotta


Mayor / Mayor Pro Tem

