

**TOWN OF CRESTONE BOARD OF TRUSTEES
REGULAR MEETING
MONDAY, MAY 11, 2015 AT 1:30 PM
AT THE TOWN HALL, 108 W. GALENA AVE., CRESTONE, CO**

MINUTES

- 1. Call to Order** – The meeting was called to order at 1:30 pm.
- 2. Roll Call** – Present were Trustees Diane Bairstow, John Grotenhuis and Adam Kinney. Trustee Mark Talbot arrived at 1:31 pm, Trustee Kizzen Laki arrived at 2:45 pm and Trustee Lonny Roth was absent with notice. Mayor Kairina Danforth, present and presiding, declared a quorum present. Also present were Town Administrator Akia Tanara, Attorney Gene Farish, Town Clerk Gretchen Nelson and Town Treasurer Gwynn Busby.
- 3. Approval of Agenda** – **Trustee Bairstow moved and Trustee Grotenhuis seconded to approve the Agenda as amended deleting item 5f Executive Session and item 11b Welcome to Crestone Website. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
- 4. Approval of Minutes of Regular Meeting of April 13, 2015** – **Trustee Kinney moved and Trustee Bairstow seconded to approve the Minutes of Regular Meeting of April 13, 2015 as amended to read encroaches under the last sentence in item 5B. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
- 5. Attorney’s Report – Gene Farish**
 - A. Liquor License Renewal - Crestone Spirits Center** – Trustee Grotenhuis, as co-owner of the business, recused himself from the discussion and vote. Attorney Farish reviewed the Liquor License renewal application and reported that the application was complete. **Trustee Kinney moved and Trustee Talbot seconded to approve the Crestone Spirits Center Liquor License renewal application as presented. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
 - B. Resolution 004-2015 - Adopting a Policy of Nondiscrimination** – Trustee Kinney moved and Trustee Grotenhuis seconded to approve Resolution 004-2015 “A Resolution of the Town of Crestone Board of Trustees Adopting a Policy of Nondiscrimination on the Basis of Disability”. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.
 - C. Resolution 005-2015 - Adopting a Grievance Procedure** – Trustee Talbot moved and Trustee Kinney seconded to approve Resolution 005-2015 “A Resolution Adopting a Grievance Procedure Under Section 504 of the Rehabilitation Act and the Americans With Disabilities Act of 1990 (ADA)”. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.
 - D. Resolution 006-2015 – Supporting USDA Grant Application** – Trustee Talbot moved and Trustee Kinney seconded to approve Resolution 006-2015 “A Resolution Supporting the Grant Application for a Community Facilities Grant from the United States Department of Agriculture”. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.

E. ADA Self-Evaluation Questionnaire – The Town is required to complete this evaluation and it was suggested to invite persons with disabilities to participate in the evaluation. **Trustee Talbot moved and Trustee Kinney seconded to appoint the Board of Trustees as the ADA Review Committee. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.** Following discussion Trustees scheduled a work session for the ADA review committee on Friday, May 22nd at 10 am and Administrator Tanara will invite certain community members to attend the work session.

- With Attorney Farish present Administrator Tanara discussed items regarding the Cemetery including liability issues; providing cemetery/burial services will result in the Town not being covered by governmental immunity with CIRSA. Following lengthy discussion, Trustees decided that Town will not provide any burial or related services. Trustee Kinney stated he's interested in starting a cottage industry to support "green" burials. Trustee Talbot who is on the Crestone End of Life Project board will advise Trustee Kinney on the components that are needed for green Burials. Administrator Tanara will contact Rogers Mortuary to inquire if they are interested in supporting "green" burials. Administrator Tanara also reported that there is no pea gravel available for lining the pathways within the Natural Burial area and suggested cedar chips as an option. The Trustees were in support of this idea.

6. Financial Report – Gwynn Busby reported on the following:

- The General Funds savings account balance is \$109,648.03 and ample funds will be retained in the savings account for upcoming downtown redevelopment expenses.
- Second notices with finance charges for Fire Protection dues will be mailed this month.
- The Crestone Town Center loan balance is \$65,305.56.
- Sales Tax for March 2015 was \$14,172.51.
- The February HUTF Tax distribution was included in the April deposit, for a total of \$1,680.
- The Town received an invoice in the amount of \$1,500 from Wall, Smith & Bateman. Treasurer Busby stated she plans to continue the training in Quick Books by herself. Trustee Talbot will assist her in creating a 'Restore File' for Quick Books at no charge. **Trustee Talbot moved and Trustee Bairstow seconded to approve the Treasurer's Report. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**

7. Presentation of Bills – **Trustee Grotenhuis moved and Trustee Kinney seconded to pay the bills. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**

8. Clerk's Report – Gretchen Nelson verbally reported on the following:

- Clerk Nelson reported that it was time to choose the 4th of July Grand Marshall, Parade Theme and location for the dunk tank and bouncy house rentals. Following discussion Trustees agreed on 'Good Ole Red, White and Blue' as the parade theme, named candidates for the 2015 Grand Marshals and chose to locate the 4th of July dunk tank and bouncy house rentals in Crestone Town Center back yard.

- Clerk Nelson thanked the Trustees, Crestone Creative District and Crestone Area Business Alliance groups for their participation in enhancing the 4th of July event and will continue to report on event updates at the June meeting.
 - Mayor Danforth declared a break at 2:35 pm and reconvened the meeting at 2:48 pm.
9. **Administrator's Report** – Akia Tanara reported on the following:
- The Downtown Revitalization Project is moving forward and on May 13th the soil testing will be conducted in the project area.
 - The Department of Local Affairs (DOLA) contract for the Crestone Town Center Exterior Renovation Project has arrived and will go out for bids again.
 - The Town received a \$5,000 Sales Tax Grant and a grant award from the SLV Council of Governments in the amount of \$5,000 to match funds for purchase of a tractor. **Trustee Kinney moved and Trustee Talbot seconded to approve the Mayor's signature on the contract for receipt of grant funds from the SLV Council of Governments. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
 - Administrator Tanara reported that staff hours are exceeding appropriations; most of those jobs intensify during the summer and recommended that the Board consider earmarking the \$4,300 saved on the tractor purchase for supplemental appropriations to payroll. Without a motion Trustees agreed to delete comp time and pay Administrator Tanara her actual hours worked.
 - Trustees discussed having a ceremony after the Denver Museum of Nature & Science burial of the bones on September 21st and agreed on it being similar to the Alder St. Bridge ceremony. **Trustee Grotenhuis moved and Trustee Kinney seconded to authorize up to \$250 from the Cemetery Fund for ceremony expenses. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
 - The Town purchased a Ford F-150 truck with attached snow plow for \$3,000 from Shumei by Matthew Crowley.
 - The Saguache County Road & Bridge Department will be paving the Alder St. Bridge the first week of June.
 - The Town received a grant of \$250 from the Saguache County Tourism Council for 4th of July advertising expenses.
 - Administrator Tanara requested that Trustees revise their decision on designating the alley in Block 44 a one-way as it will conflict with traffic flow following downtown redevelopment. **Trustee Laki moved and Trustee Grotenhuis seconded to rescind the motion to have the alley in block 44 designated one way. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
 - Public Works Coordinator Jim Vanderpool has completed the sanding of the playship at the Town Park and completed the modifications to the skate ramp required by CIRSA.
 - Two grant proposals submitted to CIRSA were approved for the full request amount of \$1,214. This will allow Water System Operator Ann Bunting to attend the Leadville Operator's School and Public Works Coordinator Jim Vander pool to attend the Colorado Rural Water's basic training in Alamosa.

- Mayor Danforth declared a break at 4:11 pm and reconvened the meeting at 4:20 pm.

10. Mayor's Report – Kairina Danforth reported on the following:

- The Rural Philanthropy Days (RPD) Listening Tour was very successful.
- A grant award was received by the Crestone Creative District in the amount of \$3,500 for trail development planning.

11. New Business

A. Stop Signs - A letter submitted by Kizzen Laki was reviewed by Trustees stating that with more police enforcement the Town should make sure all stop signs are properly placed. Trustee Laki requested the stop sign on Hemlock St. and Iron Ave. be replaced with a yield sign and the stop sign at Iron Ave. and Spruce be removed. Trustees discussed the request and declined the removal of the sign at Spruce St. and Iron Ave. intersection; they agreed that the stop sign at Hemlock St. and Iron Ave. can be replaced with a 'Yield' sign.

12. Old Business

A. Smart Meters - Trustees discussed this item and had questions about privacy factors, increased EMF/EMR concerns and if they can prevent SLV Rural Electric from bringing Smart Meters into Town. They requested that Administrator Tanara discuss this matter with Attorney Farish so that he can investigate the matter and report on it at the June meeting.

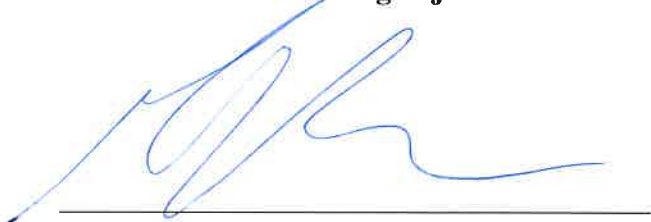
13. Other Reports

A. Planning Commission – There was no meeting to report on.



14. Correspondence – Trustees reviewed letters submitted by Linda Eggleston and Elaine Johnson with suggestions for the upcoming 4th of July parade theme; this topic was discussed under the Clerk's report. Trustees also reviewed a letter submitted by Sean Fletcher who made a request for more public trash cans throughout the Crestone/Baca area. No action was taken on this matter.

15. Citizens' Comments – There were no citizens' comments.

16. Adjourn – Trustee Kinney moved and Trustee Talbot seconded to adjourn the meeting. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the meeting adjourned at 4:53 pm.



Gretchen Nelson, Town Clerk

Kairina Danforth, Mayor

Lonny Rota, Mayor Pro-Tem