

**TOWN OF CRESTONE BOARD OF TRUSTEES
REGULAR MEETING
MONDAY, AUGUST 10, 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, Kizzen Laki (left at 4:37 pm), Lonny Roth and Mark Talbot. Trustee Adam Kinney was absent with notice. Mayor Kairina Danforth, present and presiding, declared a quorum present. Also present were Town Attorney Eugene Farish, Town Administrator Akia Tanara, Town Treasurer Gwynn Busby, Office Assistant Allyson Ransom and guests Nathan Good and McGregor Gaines.
3. **Approval of Agenda** – **Trustee Grotenhuis moved and Trustee Laki seconded to approve the Agenda as amended to include items 12A – CEOLP Letter of Support and 12B – Water in CTC Basement. 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 July 13, 2015** – **Trustee Bairstow moved and Trustee Roth seconded to approve the Minutes of Meeting of July 13, 2015 as presented. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
5. **Approval of Minutes of Special Meeting of July 31, 2015** – **Trustee Laki moved and Trustee Grotenhuis seconded to approve the Minutes of Special Meeting of July 31 as presented. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.**
6. **Attorney's Report**
 - A. **IGA with Baca Grande Water & Sanitation District** – Attorney Farish reviewed the InterGovernmental agreement that was signed in 2002 between the Town and the District with the Trustees and there was discussion regarding the recent letter from the District regarding a rate increase. It was noted that although the District could have increased treatment rates in 2010, they did not. **Trustee Grotenhuis moved and Trustee Laki seconded to approve the rate increase proposed by Baca Grande Water & Sanitation District of \$5.26 per 1000 gallons of sewage treated. Before the motion was voted on, Trustee Laki withdrew her second on the motion due to some confusion; after clarification, Trustee Roth seconded the motion; the vote of the Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.** At the September meeting, when the Treasurer is able to provide information on how this rate increase will impact the Sewer Enterprise, the Trustees will discuss the amount of increase in monthly sewer rates needed to accommodate the new rate the Town will be charged.
 - B. **SLVREC Franchise Fee** - Attorney Farish stated that Mayor Danforth had requested that he draw up a draft franchise agreement with San Luis Valley Rural Electric Company for discussion with the Board. Attorney Farish explained the franchise process and advantages to having such an agreement in place; he also noted that such a fee would be directly passed on to the SLVREC customers in the town. There was concern expressed about the possible hardship to many residents to pay this fee. There was discussion about

utilizing an alternative provider and Trustee Roth offered to contact Xcel and report his findings to the Board at the September meeting.

C. Municode Agreement - Attorney Farish explained the codification procedure including the work that the Board will have to do during this 3-year process. There were several questions from the Board on the submitted proposal; Administrator Tanara and Trustee Talbot will have a conference call with Municode and report the results to the Board at the September meeting.

- Mayor Danforth declared a break at 3:10 pm and reconvened the meeting at 3:25 pm.

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

- Sales tax for June was \$16,185.17.
- The water system loan is due in September
- She attended training for Colorado Budget and Finance Basics in Frisco that was very beneficial. She now has several people at the Division of Local Government that she can contact with budget questions.

Trustee Grotenhuis moved and Trustee Roth seconded to approve the Financial Report. The vote of Trustees present was unanimously in favor and Mayor Danforth declared the motion carried.

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

9. Clerk's Report – Due to the recent resignation of the Town Clerk, there was no report this month.

10. Administrator's Report – Akia Tanara reported on the following:

- DOLA will allow the Downtown Redevelopment project to proceed in two phases, and will allow waivers for excessive insurance requirements and bonding.
- Local Contractor Don Jensen has agreed to proceed with the Crestone Town Center Exterior Renovation project and she is working on an agreement for services with him. Mayor Danforth expressed concern that this project will conflict with a future development project by the Crestone Creative District (CCD) where the greenhouse is being placed. Tanara reminded the Trustees that the only proposal from CCD that has been approved by the Board (April 2015) is for the plaza mosaic project in Little Pearl Park, that this project does not include any development in the Crestone Town Center park and that the grant can only be used for exterior renovations described in the grant application. There were a few questions from Trustees on the project, which were answered. Without a motion, the Trustees agreed that it was time to proceed with these renovations.
- She met with FEMA representatives on August 5th to begin the process for receiving reimbursement for expenses of the June 2015 Flooding issues. All of the expenses incurred at the Spillway, on Forest Services land, cannot be reimbursed by FEMA. They recommend that the Town bill the Forest Service for these costs - ~\$9,000, which represent the bulk of the overall expenses. FEMA staff offered that more of the Town's roads could be repaired and culverts replaced as part of this incident. Several Trustees advised of other roads that had extensive damage in June, and Tanara will add them to the list. After considering the

pros and cons of working with FEMA for possible reimbursement, Tanara was directed to continue moving forward with the FEMA process.

- She and Treasurer Busby have begun the draft budget for 2016. Tanara recommended a change in the budgeting process with the Board. The Town has been developing a Capitol Improvements Plan for several years now, and the major projects needing cash matches in 2016 have already been determined. She requested an executive session with the Board to discuss pay increases for staff. Following other discussion, it was agreed that Tanara would send her budget recommendations to the Board via email.

11. Mayor's Report – Mayor Danforth provided updates on the Crestone Creative District, a possible joint GOCO grant with Alamosa, Antonito, Del Norte, Saguache and Crestone and reported that a mentorship grant had been received for 30 hours free training through Colorado Tourism Council.

- Mayor Danforth declared a break at 4:52 and reconvened the meeting at 5:06 pm.

12. New Business

- A. Minutes** – There was a brief discussion on this topic. The Trustee who requested that this item be put on the agenda could not remember why he requested it. There was an inquiry about why the Town didn't digitally record meetings, and this topic will be put on the September agenda to discuss with the Town Attorney.
- B. CEOLP Letter of Support** – Trustee Talbot requested letters of support from the Town for Crestone End of Life Project and Living Well Crestone for Sales Tax Grants. The Board approved this request, without a motion, and Administrator Tanara was directed to provide these letters.
- C. Water in Basement** – Trustee Roth talked about the problem of water in the basement. Administrator Tanara requested more information, as she is not aware of this issue and believes she would have been notified of a problem by the Public Works Coordinator. Trustees Roth and Talbot will investigate this matter and report back to the Board at the September meeting.

13. Old Business – There was no old business to discuss.

14. Other Reports

A. Planning Commission – Trustee Roth reported on the following:

- Attorney Farish has not completed his responses on Zoning Regulation amendments, and hopefully this document will be ready for Commission review in September.
- Commissioners discussed the Code of Conduct and why one is needed. Administrator Tanara will edit and condense the document per the discussion of Commissioners and provide a draft for the October meeting.
- There was conversation about how to control mosquitos, with many good ideas discussed. This topic will continue to be discussed in future meetings

15. Correspondence – Trustees reviewed 3 letters including a letter of resignation from Gretchen Nelson. Lisa Bodey requested approval for a dance event in the Artisans Park; this request was approved with the following conditions: the park will not be closed to other users; the noise ordinance must be observed; permission must be obtained from the Artisans


Gallery for use of their deck and electricity; no alcohol, cigarette or pot smoking is allowed. The Board stated their appreciation and support for well-mannered events. The third letter was from Jennifer Thomson requesting a sign be erected near the intersection of Iron and Spruce saying 'children playing' or something similar. The Trustees discussed the reality of children living throughout the town, and agreed that if members of this neighborhood wanted to pay for the purchase of a sign the Town would install it.

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

17. Adjourn – Trustee Roth moved and Trustee Grotenhuis seconded to adjourn the meeting. The vote of the Trustees present was unanimously in favor and Mayor Danforth declared the meeting adjourned at 5:37 pm.



Akia Tanara, Interim Town Clerk



Kairina Danforth, Mayor