

**TOWN OF CRESTONE BOARD OF TRUSTEES  
REGULAR MEETING  
MONDAY, NOVEMBER 9, 2015 AT 1:30 PM  
CRESTONE TOWN HALL, 108 W. GALENA AVE., CRESTONE, CO**

**MINUTES**

1. **Call to Order-** The meeting was called to order at 1:32 pm.
2. **Roll Call** – Present were Trustees Kizzen Laki (left at 5:30 pm.), Mark Talbot, Lonny Roth and Adam Kinney. Trustees John Grotenhuis and Diane Bairstow were absent with notice. Mayor Kairina Danforth, present and presiding, declared a quorum present. Also present were Attorney Gene Farish, Treasurer Gwynn Busby, Acting Town Clerk Allyson Ransom and Architect Burt Wadman.
3. **Approval of Agenda** – *Trustee Talbot moved and Trustee Kinney seconded to approve the agenda as amended with inclusions of items 9B Executive Session as per CRS 24-6-402 (4)(b) and 9C Law Enforcement. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*
4. **Approval of Minutes of Regular Meeting of October 12, 2015** – *Trustee Laki moved and Trustee Kinney seconded to approve the Minutes of the Regular Meeting of October 12, 2015 as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*
5. **Approval of Minutes of Special Meeting of October 14, 2015** – *Trustee Kinney moved and Trustee Talbot seconded to approve the Minutes of the Special Meeting of October 14, 2015 as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*
6. **Approval of Minutes of Special Meeting of October 19, 2015** – *Trustee Laki moved and Trustee Talbot seconded to approve the Minutes of the Special Meeting of October 19, 2015 as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*
7. **Approval of Minutes of Special Meeting of October 26, 2015** - *Trustee Talbot moved and Trustee Kinney seconded to approve the Minutes of the Special Meeting of October 26, 2015 as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*
8. **Approval of Minutes of Special Meeting of November 2, 2015** - *Trustee Talbot moved and Trustee Laki seconded to approve the Minutes of the Special Meeting of November 2, 2015 as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*

**9. Attorney's Report – Gene Farish**

**A. Surveyor's Report** – Attorney Farish examined the survey and stated that the entire Downtown Improvement Plan did fall within the Public Right of Way, but the new survey by Russell showed significant discrepancies along exterior boundaries compared to original plat. The Board asked questions and discussed the following: previous encroachment reports, incomplete or vacant roads due to geographic obstructions, interior lot lines straightened to maintain internal layout of town and annexed properties west of Birch Street. The Board decided to invite Dan Russell to the December meeting to answer questions about the survey including questions about the notations stating, "Pins not accepted." The Board will decide on adopting the new survey as the official one by resolution after having questions answered. Acting Clerk Ransom was asked to contact Dan Russell and invite him to the next regular Board Meeting on December 14, 2015.

**B. Executive Session** – *Trustee Kinney moved and Trustee Roth seconded to go into an executive session at 2:29 pm. to seek counsel on a personnel matter as per CRS 24-6-402 (4)(b). The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*

The executive session was closed at 3:27 pm, and no decisions were made, but a public meeting with the Saguache County Sheriff was announced for November 23, 2015 at 6 pm to discuss Law enforcement needs.

At 3:27, Mayor Danforth called a 10-minute recess. The meeting was called back to order at 3:38 pm.

**C. Law Enforcement- Included in executive session**

**10. Financial Report** – Gwynn Busby reported on the September sales tax that totaled \$16,980.00, the need to hold off paying Skoglund for the remaining contract amount due to the low amount in the General Fund and because FEMA had not yet sent any reimbursement money. Busby also noted that the annual mill levy certification needed to be approved by the Board. Busby then presented the 2016 Budget to the Board for adoption. *Trustee Roth moved and Trustee Talbot seconded to accept the 2016 Budget as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*

**11. Presentation of Bills-** *Trustee Roth moved and Trustee Kinney seconded to approve to pay the bills as presented. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*

**12. Clerk's Report** – Allyson Ransom reported on cemetery updates, recording meetings, law enforcement grant research, court procedures, office efficiency and how many notarizations had been completed.

**13. Water Department Report-** Ann Bunting submitted a report but was not present.

**14. Public Works Department Report** – Jim Vanderpool reported on the following: the tickets he had written, Cirsa's required updates he made to the skate ramp, the new bear

cans installed, repair of dog stations and the need to finish sanding and painting the playset at Town Park.

- 15. Mayor's Report** – Kairina Danforth reported on the funds available to buy a used tractor and to cover repair costs. *Trustee Kinney moved and Trustee Roth seconded to purchase the 1983 Long tractor from Ken Skoglund for \$6000.00 and to use the remaining grant funds for towing costs, rollover bar purchase, parts, and to pay Jim Vanderpool 25.00 per hour to make the necessary repairs. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*

Mayor Danforth also reported on a vacancy on the Board of Zoning Adjustments (BZA), the GOCO Grant update that will include national heritage project funding, the trails planned with interagency funding between the Baca Grande and Baca National Wildlife Refuge, and the need to schedule a work session on retail marijuana. The Board agreed by consensus to hold the work session on November 17, 2015 at 1 pm after holding a Special meeting to approve certification of the mill levy.

## **16. New Business**

### **A. Tree Plan**

- Elaine Johnson requested that the Board place an immediate moratorium on cutting trees unless they are dangerous until an official Tree Board is set up.
- Tim Wiley, a certified arborist, offered free advice to a prospective Tree Board and reported on means and methods of identifying dangerous trees.
- Mayor Danforth reported receiving a FireWise grant for \$4974.00 for the purpose of education, training and mentoring.
- Tad Crawford-TC Tree Service was present and would be available to work for the Town when needed for mitigation and to train volunteer fire fighters and Crestone Youth.
- Trustees Laki and Roth shared their interest in volunteering as Tree Board members and researching Tree City USA program.

### **B. Nuisance in Town Park**

- **Mitch and Jessica Egger-** The Board discussed the Egger's letter in which the family stated their concerns about unsafe park conditions and the skate park as a nuisance. Further Board discussion and citizen comments included: the importance of contacting property owners to help deter squatters, the homeless situation, the presence of drug dealers having nothing to do with the skate park, the need to clear away brush in the area to visibly open it up, to work on obtaining easements from adjacent property owners along the creek to create an open and visible trail system and having the Planning Commission work on the addendum to the Master Plan, which would possibly create a new park in Tract 1 that might include the skate park in that area. The Board agreed to write a letter to the Egger's about this issue.

- C. Winterfest-** Elaine Johnson asked permission to decorate trees and install signage and holiday lights on Alder, Cottonwood, Silver and Galena Streets for the Winterfest event, and the Board gave their consensus of approval, including agreeing to allow a bonfire in a metal container on Silver Avenue for the evening of November 27, 2015.

**D. Museum-** Jim McCalpin, volunteer director, reported that the Museum will handle their own cash box and discussed their revenues. Although, there was more revenue than just \$500.00, expenses included advertisements, brochures and maps that McCalpin and volunteers created in order to benefit the entire area for tourism and marketing. He also announced that the Museum will be open for Winterfest.

**17. Old Business**

**A. Town Center Renovation Update- Don Jensen.** Don Jensen was not present, but Mayor Danforth reported that there was \$18,000.00 remaining to complete the renovation project, and Christy Culp of DOLA agreed to an extension to June 30, 2016 for completing the work. Burt Wadman was present and suggested to the Board that they use the leftover funds to redo a section of the old upstairs porch railing to match the new section, to update and unify signage around building (he showed samples) and to complete the wagon wheels as part of the porch design. Trustee Kinney asked to recuse himself on any future voting for sign manufacturing as his company plans to submit a quote for the woodworking.

**18. Other Reports**

**A. Planning Commission-** The draft minutes from the November 2, 2015 Planning Meeting were presented.

**19. Correspondence**

- **Cottonwood Street Bridge -Diane Bairstow.** The Board briefly discussed having Jim Vanderpool or Jim Holmer patch the bridge.

**20. Citizens' Comments**

**21. Adjourn –** *Trustee Talbot moved and Trustee Kinney seconded to adjourn meeting at 6:12 pm. The vote of the Trustees present was unanimously in favor, and Mayor Danforth declared the motion passed.*



Allyson Ransom, Acting Town Clerk



Kairina Danforth, Mayor