

**TOWN OF CRESTONE
BOARD OF TRUSTEES
REGULAR MEETING
MONDAY, OCTOBER 10, 2016 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 1:31 pm.
2. **Roll Call** – Present were Trustees Diane Bairstow, Benjamin Byer, Terry Goergen, John Grotenhuis, Adam Kinney, and Kizzen Laki (left at 6:50 pm). Mayor Kairina Danforth, present and presiding, declared a quorum present. Also present were Attorney Gene Farish, Treasurer Gwynn Busby and Town Clerk Allyson Ransom.
3. **Approval of Agenda** – *Trustee Grotenhuis moved and Trustee Goergen seconded to approve the agenda as amended with the inclusion of an Executive Session under the Attorney’s Report and adding a new item ‘Citizen’s Comments’ at the beginning of this meeting and each subsequent regular meeting and comments are not to exceed three minutes per person with a total of 15 minutes spent. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.*
4. **Approval of Minutes - Regular Meeting of September 12, 2016.** *Trustee Kinney moved and Trustee Grotenhuis seconded to approve the minutes of the Regular Meeting of September 12, 2016 as amended with the following corrections: item 5I change “Benjamin Byer and Mary Lowers wanted to be part of the Task Force...” to “Benjamin Byer and Mary Lowers were asked to be part of a Task Force and Elaine Johnson recommended them,” and item 12B to correct the spelling of “heath” to “health.” The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.*
5. **Approval of Minutes- Special Meeting September 20, 2016.** *Trustee Laki moved and Trustee Goergen seconded to approve the Minutes of the Special Meeting of September 12, 2016. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.*
6. **Approval of Minutes- Special Meeting October 3, 2016.** *Trustee Bairstow moved and Trustee Grotenhuis seconded to approve the Minutes of the Special Meeting of October 3, 2016. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.*
7. **Citizen’s Comments-** Resident Annie Pace requested that all agendas and signed minutes continue to be mailed to her regularly and affirmed that she already prepaid for the photocopies.
8. **Attorney’s Report - Gene Farish**
 - A. **Public Hearing-** The 2017 Budget Hearing began at 1:50 pm.

All aforementioned Board members and staff were present while Attorney Farish acted as the presiding hearing officer. Attorney Farish showed proof of publication for the hearing and asked Clerk Ransom if any comments had been received by the office staff to report. No comments had been submitted. Attorney Farish opened the room for comments on the Draft Budget for 2017. Resident Fred Bauder discussed drainage issues at W. Galena and Cottonwood streets that should be completed in the upcoming FEMA project work and discussed his concern over the state mandated weed control (knapweed,etc.) and mosquito eradication. He stated funds should be added to the 2017 Budget for weed

control personnel trained and certified to use poisonous herbicides; Bauder also brought up testing for mosquitos that carry diseases and adding funds for more for mosquito control. Trustee Laki stated for the record that the Board would take Fred Bauder's comments under advisement regarding consulting with Burt Wadman about adding to the scope of drainage work and funding of the FEMA drainage project and to consider adding \$2000.00 to the current weed abatement line item in the Budget and contacting the City of Alamosa to test for the presence of West Nile Virus in Crestone. As there was no more testimony for or against the proposed budget from anyone in the room, Attorney Farish concluded the hearing at 2:17 pm and remanded it to the Crestone Board of Trustees for discussion during their budget work session.

The Board discussed their upcoming work session and when to schedule it. They agreed to have a special meeting as a work session at 5:30 pm in the board room on Monday October 24, 2016 for the purpose of completing budget revisions and also one on Monday October 17, 2016 for the purpose of interviewing the final bookkeeping candidates and completing employee evaluations as these items would be associated with adjusting the budget.

B. Executive Session- CRS 24-6-402(b) SLVREC Letter and Adli Building Status

Trustee Goergen moved and Trustee Grotenhuis seconded to go into an Executive session at 2:32 pm. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.

Present were Trustees Diane Bairstow, Benjamin Byer, Terry Goergen, John Grotenhuis, Adam Kinney, Kizzen Laki, Mayor Kairina Danforth, Attorney Gene Farish, Treasurer Gwynn Busby and Town Clerk Allyson Ransom. Attorney Farish requested that the recorder be turned off and no further record be kept as per attorney-client privilege.

Trustee Grotenhuis moved and Trustee Goergen seconded to close the Executive Session at 4:02 pm. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.

C. Resignation letter- Amanda Pearson's letter was reviewed and Attorney Farish explained the changes to Crestone's status as a Court of Record if we could not replace Judge Pearson. Attorney Farish will send information to Clerk Ransom regarding Dan Powell, the City of Alamosa's new judge, as Judge Powell may be interested in working for Crestone on an as needed basis.

D. Organizational Chart – After review of the chart, the Board agreed that more corrections were needed and further discussion was tabled until the November meeting.

[Mayor Danforth called a brief recess at 4:10. The meeting resumed at 4:20 pm.]

9. Financial Report/ Presentation of Bills – Gwynn Busby discussed her report and pointed out an invoice from the Crestone Area Business Alliance (CABA) for \$200.00 and a business license that was 3 months past due. The Board advised Treasurer Busby to call the business owner personally to inform them in case the letters mailed out from Town have not been received. Discussion then followed on the CABA invoice, and Mayor Danforth reported that the Board had approved earlier in the summer to help defray costs to CABA and help contribute to Deputy Clark's housing costs, so he could afford to live around Crestone. Other Trustees remembered the conversation and requested that Clerk Ransom research past minutes for verification. *Trustee Kinney moved and Trustee Goergen seconded to approve the financial report as presented. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.*

Trustee Grotenhuis moved and Trustee Kinney seconded to approve paying all of the bills except the \$200.00 CABA bill until the previous meeting minutes could be checked. The vote of the trustees was unanimously in favor, and Mayor Danforth declared the motion carried.

10. **Mayor's Report-** Kairina Danforth reported on the status on all of the grants, and the Board commended and thanked her on her diligence and hard work. She requested that Christine Daniel be placed on the agenda for the November meeting to make a presentation.
 11. **Clerk's Report** - Allyson Ransom reported on various items including: three marijuana retail applicants who had picked up applications on the first day during the open application period; the Cottonwood Street bridge and free paving through Saguache County; HUTF training and upcoming reporting cycle; code enforcement issues, employee evaluations completed, the building inspector's concerns of zoning and mixed use in commercial areas; unsafe gas meter inside the greenhouse needing to be moved. The Board requested Clerk Ransom to place an add immediately for the part-time code enforcement position.
 12. **Public Works** - Gretchen Nelson was not present but her report was viewed.
 13. **Water Dept.** - Ann Bunting was present but had to leave, and her report was viewed.
- 14. New Business**
- A. **Law Enforcement Task Force-** Benjamin Byer presented an update on meetings for a new group called the Community Awareness Network (CAN) has had regarding patrolling streets and working with the Saguache County Sheriff's office. Increasing the Town of Crestone's revenue stream was stressed. The Board discussed options and costs, and Byer said the task force will continue to research law enforcement options.

15. Old Business

- A. **FEMA** - Burt Wadman reported on priority areas already approved and needing drainage work that must be completed by January 2017 with approximately \$65,000.00 remaining to fund the work. Treasurer Busby stated that was not the correct amount remaining in the account, and Clerk Ransom mentioned a resident's complaint about ongoing drainage issues on the south side of E. Galena Ave. near S. Hemlock; Burt stated that with the funds that they could work on the south side of Galena Ave. as well but that the scope of work could not be altered to encompass Fred Bauder's concerns on Cottonwood Street, several blocks away. Burt stated the Town could apply later for emergency funds for other areas, and the project will be ready to go out for bid soon.
- B. **Master Planning Trail Grant** - Burt Wadman updated the Board on a core contact list for community input, and Trustee Kinney requested inviting kids and asking where they would like to see the trail loop. A public meeting will be held on November 12, 2016, and Burt confirmed that Clerk Ransom will advertise and have the meeting posted. Burt also commented on Phase II of the Downtown Redevelopment Project, with February 1, 2017 being the deadline for Kim Smoyer to complete and submit the application.
- C. **Landscaping update-** Kizzen Laki shared a tree placement map and gave a complete update on the types of trees being donated (over \$4500.00 worth) and that they would be planted in the spring around the Downtown Redevelopment Project area. The grant paid for the irrigation and topsoil and part of the Town's match will be in the form of these tree donations.

[Mayor Danforth called for a brief recess at 5:50 pm. The meeting resumed at 5:56 pm.]

16. **Planning Commission - Meeting Minutes October 3, 2016** – The minutes were reviewed and the request was made to change “Chair Goergen to “Vice- chair Goergen” in reference to the Commission having appointed Commissioner Goergen to take the place of ex-commissioner Renee Hill at their last meeting.

17. Correspondence

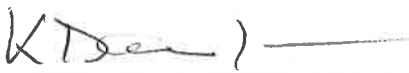
- A. **Zoning Complaints-Nancy Hood.** The Board reviewed the letter and noted that Planning Commission Chair, Cristina Cabeza-Kinney, had already sent a response letter to Nancy Hood, which was included in the board binders.
- B. **Complaint- barking dogs- 2 letters.** Annie Pace was present to speak about her concern over the adjacent neighbor's barking dogs, and the Board agreed to have a letter sent advising Mr. Francis to make every effort to quiet the animals. Mr. Francis arrived and spoke to the Board stating that he was keeping the animals quiet whenever he heard them bark and that other neighboring dogs often made lots of noise, and Francis then questioned why the other neighbors were not on the agenda as well. The Board later agreed to send a letter to Mr. Francis with a copy of the nuisance code.
- C. **Complaint- Playing Music in Park- Steve Krajacic.** The Board discussed this repetitive noise complaint and requested the Clerk to write a response letter to Mr. Krajacic on their behalf and dictated the verbiage to be included in the letter.
- D. **Smart Meters- 8 letters.** The Board responded to Annie Pace who was in the audience and had written a letter against Smart Meters. The Trustees stated that due to probable litigation concerns, the Board of Trustees could not place a moratorium on excluding Smart Meters for all residents and that some people wanted them.

18. Citizens' Comments – Fred Bauder commented that he didn't like his dogs being brought up during the discussion with Annie Pace and that the town needed a code enforcement officer.

19. Adjourn - *Trustee Grotenhuis moved and Trustee Byer seconded to adjourn the meeting at 7:15 pm. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*



Allyson Ransom, Clerk



Kairina Danforth, Mayor