

**TOWN OF CRESTONE
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 13, 2017 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 1:32 pm.
2. **Roll Call** – Present were Trustees Diane Bairstow, Benjamin Byer, Adam Kinney (left at 4:15), Kizzen Laki (left at 5:47) and Terry Goergen (arrived late with notice 2:45). Trustee John Grotenhuis was absent with notice. Mayor Kairina Danforth, present and presiding, declared a quorum present. Also present were Attorney Gene Farish and Town Clerk Allyson Ransom.
3. **Approval of Agenda** – *Trustee Byer moved and Trustee Bairstow seconded to approve the agenda as presented. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*
4. **Approval of Minutes - Regular Meeting of January 9, 2017.** *Trustee Bairstow moved and Trustee Byer seconded to approve the Minutes of the Regular Meeting on January 9, 2017 as amended with the following correction: change the word under item 7C from “Artists” to “Artisans”. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*
5. **Approval of Minutes- Special Meeting-Work Session Board Retreat January 28, 2017.** *Trustee Kinney moved and Trustee Byer seconded to approve the Special Meeting-retreat work session notes on January 28, 2017 as amended by completing the sentence in item #5 to “have a joint meeting with the planning commission later in the spring.” The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*
6. **Citizens Comments-** There were no comments.
7. **Attorney’s Report - Gene Farish**
 - A. **Adli Building-** Mayor Danforth shared information about the late March closing date on the Adli building. Attorney Farish reminded the trustees that the exterior was a fire hazard that needed to be addressed as soon as possible. Clerk Ransom stated that Marshall Beck and Dan Spillane, the prospective buyers, could not make it to ask questions but sent an email stating they would attend another meeting. The Board directed the clerk to email Marshall Beck answers to their previously emailed questions about parking, lot buildout and to have them contact their future neighbors regarding permission for access on neighboring lots for completing the exterior of the building.

B. NSC Library Board- Megan Riley

The library board members were present, and the Northern Saguache County library ^{District} director discussed the need for a building site for the future library. They would like the town to sell or donate about an acre of land in Tract 1, zoned as “community services.” The trustees requested that they bring back a basic site plan to present at the March meeting. The board consensus was positive and trustees agreed that they would like to help facilitate the project by possibly selling an acre close to Lime Avenue where there is access to water and sewer.

C. Law Enforcement- Information/budget update.

Clerk Ransom reported on the research and budget she compiled for a town police department with one officer. Ransom also met with Alamosa County Undersheriff, Shawn Woods and Sheriff Jackson who offered to help to find Crestone an inexpensive used patrol car and donate uniforms and a bullet proof vest to the Town. Also discussed were possible options for part-time police coverage. Woods would be willing to come and talk to the board at the March meeting if necessary.

D. Code Enforcement- Rodney “Tad” Filter

The board discussed the code enforcement position and possible law enforcement work with Tad Filter who questioned why the town needed a police officer and why he had to carry a gun. After various questions were answered, *Trustee Kinney moved and Trustee Bairstow seconded to hire Rodney Tad Filter as the code enforcement officer up to 20 hours a week through the summer at the rate of \$16.00 per hour and then later discuss the law enforcement position. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*

The Board asked the clerk to schedule a Special Meeting for an executive session to discuss the possibility of hiring Tad Filter as a future police officer. The date will be February 27, 2017 at 1:30 pm in the meeting room, and Tad was asked to attend. The board also requested that Tad meet with the clerk to get paperwork needed and code documents to start studying. Tad stated that he wanted to do both jobs and would be willing to go to the training.

E. Water Augmentation - Clearwater Report

Attorney Farish reviewed the Clearwater report. Also, background information was presented on the State requirements to augment water for the aquifer and bring underground water back to the 1978 levels while protecting the rivers and creeks. Further discussion included the water attorney’s request to hold a meeting to update the trustees and what date to schedule it, how the Town could make arrangements for private well owners to pay an annual fee, and possibly using the treated sewer water to replenish if Crestone had its own sewer collections treatment plant.

The board asked the clerk to contact Peter Nichols, the water attorney and schedule a Special Meeting on March 7 at the Eagle office at 180 West Galena Avenue (the town hall meeting room will be in use). The questions discussed below will be asked of Peter Nichols:

- Why can’t the extra water going into Crestone Creek count towards replenishment to San Luis Creek water since Crestone Creek water eventually goes to South Crestone Creek?
- Why would we have to pay Phase II fees to Clearwater Solutions and can’t we get through this process now without Clearwater?

[Mayor Danforth called a short break at 3:16 pm, and the meeting resumed at 3:25 pm]

F. Web Designer

Trustee Goergen moved and Trustee Byer seconded to hire Rodney Volkmar as a contract web designer to update the Town website and have Trustee Bairstow to act as the board's liaison. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.

G. SLV Branding Initiative- Eric Grossman

Eric Grossman presented a slide show and reported on a grant-funded project to create a branding and logo to promote the San Luis Valley for tourism, agriculture, education, and events. The motto they have chosen is "awaken potential and sustain opportunity." He will send an email link to the clerk for the trustees to complete a survey for input as their process is only partially completed.

H. Utility extension policy-Ann Bunting

The Water Systems Manager, Ann Bunting, presented current situations in which owners wanted to develop their properties and were hoping or expecting the Town to pay for line extensions. She stressed that developing a new policy and plan for extending utility lines was necessary.

Questions that needed to be answered included: who pays for the road work (possibly the Town)? Who pays for the survey (owner)? Who pays for the engineered plan to extend lines (owner)?

The board consensus was that the Town needs to charge owners who want to extend their utilities to their land.

Further discussion followed on amending the 2006 water and including detailed procedures. It was noted that the description should be changed to "water service district area."

Ann Bunting will work with Attorney Farish on researching and preparing changes to the current ordinance and present to the board in the future.

I. Municode Review- Chapter 1 Work Session

Attorney Farish went over Chapter 1 with the board and Clerk Ransom began reviewing Chapter 2. The board requested that Chapter 2 be reviewed at the March meeting when a copy of the draft code could be included in the board binders.

[Mayor Danforth called a short break at 5:45 pm, and the meeting resumed at 5:57 pm]

8. Financial Report/ Presentation of Bills – Allyson Ransom for Gwynn Busby

Clerk Ransom reported on the state sales tax revenue increasing which made up most of the previous month's deficit; she also gave an update on Treasurer Busby returning to work.

Trustee Goergen moved and Trustee Byer seconded to approve four weeks' paid sick leave for Treasurer Gwynn Busby at her regular rate of pay. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.

Trustee Goergen moved to approve the Financial Report of January 2017. Trustee Bairstow seconded the motion. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.

Trustee Bairstow moved and Trustee Goergen seconded to approve paying the bill.⁵ The vote of the trustees presented was unanimously in favor, and Mayor Danforth declared the motion carried.

9. Mayor's Report- Kairina Danforth-

Mayor Danforth presented an update on grants still needing completion and requested that Clerk Ransom look for the 2016 grant application that was submitted for the Tract 1 Master Plan. She also presented Burt Wadman's design for Phase II of the Downtown Redevelopment Project (PPNP).

10. Clerk's Report - Allyson Ransom

Among the topics discussed were: *Meet-the Board Mondays* which will be continued, and the following schedule was agreed upon by the trustees present. Clerk Ransom will email the participating trustees a reminder on the Thursday preceding their scheduled Monday time slots.

March 6 - Trustee Goergen

April 3- Trustee Bairstow

May 8 - Trustee Byer

June 5 – Mayor Danforth

The vision statement will be read during the call to order.

Other topics discussed were: continue to try to contact Wes Moores regarding the ISO rating; have a trustee to attend the Saguache County Fire District meeting, which is held the same evening as the Town of Crestone Board meetings; how to promote new fire department volunteers; ask if William Martino would like to coordinate the Fourth of July again; Saturday Market in the Park to be managed by Tim Riley with help from Trustee Bairstow and changing the event to Sundays.

11. Public Works - Gretchen Nelson has been ill and was unable to turn in a report. Clerk Ransom presented public works' updates including the community building being out of wood with which to heat and Cirsa inspections coming up in April with ADA requirements needing completion. The car bumpers requested for West Silver Avenue have been purchased and a ramp will be completed from the Plaza into Little Pearl Park by late spring.

12. Water Dept. - Ann Bunting was present earlier in the meeting.

13. New Business- None

14. Old Business- None

15. Planning Commission

The Board reviewed the Minutes of the February 6, 2017 Planning Meeting.


Trustees advised the board members who are also planning commissioners to suggest that the Planning Commission hold their own visioning session and advertise for ex-officio members. Trustee Goergen reported that the Zoning Regulations were almost ready to submit to the board and Attorney Farish. After the review, the board will have to hold a public hearing for public comment before adopting them.

16. Correspondence-

The board requested the clerk to send response letters to this month's correspondents with the following instructions:

- Nancy Hood - explain that when a town officer is hired that he/she would only work only within the town limits.
- Lonny Roth – send him the *Meet- the -Board* schedule and explain the posting locations.
- Cristina Cabeza- Kinney- inform her that due to the late submission of the training quote and the absence of board members that discussing a conflict training class for town officials and employees will be tabled until the March regular meeting.

17. Adjourn – *Trustee Byer moved and Trustee Goergen seconded to adjourn the meeting at 7:18 pm. The vote of the trustees present was unanimously in favor, and Mayor Danforth declared the motion carried.*



Allyson Ransom, Clerk



Kairina Danforth, Mayor