

**Del Norte Regular Town Board Meeting
December 13, 2023**

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in regular session on December 13, 2023, in the Board Meeting Room, 140 Spruce Street, Del Norte, Colorado at the hour of 5:00 p.m. There being present at the **CALL OF THE ROLL** the following persons:

ROLL CALL:

Town Board present: Trustee Leigh Anne Lobato, Mayor Pro tem Bob Muncy, Trustee Shelly Burnett, Trustee Marty Aspin, with Trustee Brenton Williams, Trustee Louie Velasquez, and Mayor Chris Trujillo absent. Mayor Pro tem declared a quorum present.

MINUTES:

Trustee Shelly Burnett made the motion to approve the minutes and public hearings for November 8, 2023, and seconded by Mayor Pro Tem Bob Muncy with the correction on the public hearing for budget on November 8th. Mayor Pro tem Bob Muncy was absent. Roll call: All ayes. Mayor Trujillo declared motion carried.

Mayor Chris Trujillo entered the meeting.

CONSENT AGENDA ITEM

Kevin mentioned that he had received a copy of the State survey on the water system, and all should have received a copy. One of the biggest concerns is the upper reservoir; the State wants to know if the reservoir is structurally sound and if not, they are asking the reservoir be taken offline. He did mention the other concerns that the State had, and he has also addressed those, we will be having Marine dive team in next year to once again clean and assess the interior of the tank. Kevin and his crew have been sealing any areas of concern along the outside of both tanks. He has contacted a structural engineer out of Alamosa. He is waiting for them to call him back to see if they can come out and assess the tank. Chief Archuleta mentioned if there were any questions on his report. Motion was made Trustee Shelly Burnett to approve the consent agenda, seconded by mayor Pro tem Bob Muncy. Roll call: All ayes, Mayor Trujillo declared motion carried.

NEW BUSINESS:

Lodging and Entertainment License Renewal –Mellow Moon Lodge- Motion was made by Trustee Leigh Anne Lobato to approve the liquor license renewal for Mellow Moon lodge, seconded by Trustee Shelly Burnett. Roll call: All ayes, Mayor declared motion carried.

Jackie Flynt- San Luis Valley Spay and Neuter Alliance (SLV SNA)-Mobile Clinic temporary location- Jackie approached the Town Board that she is looking for a location to house a mobile clinic trailer that they use to spay and neuter small animals. She will meet with Kevin to see if they can locate a location that would meet their needs.

Ordinance No. 758 Adoption of 2024 Budget and Summarizing Expenditures

Ordinance No. 759 Appropriating monies for Funds 2024 budget year

Ordinance No: 760 Levying property Tax for 2024

Ordinance No. 761 Amending the Sewer Fund

Ordinance No. 762 Amending the Capital Improvement Fund- Motion was made to approve all Ordinance No. 758-762 by Trustee Shelly Burnett and seconded by Mayor Pro tem Bob Muncy. Roll call: All yes, Mayor declared motion carried.

Resolution 7-2023-Water and Sewer rates for 2024- Motion was made to approve Resolution 7-2023 by Trustee Shelly Burnett and seconded by Mayor Pro tem Bob Muncy. Roll call: All yes, Mayor declared motion carried.

Resolution 8-2023- Approval of 2024 Fee Schedule- Motion was made to approve Resolution 8-2023 by Trustee Shelly Burnett and seconded by Mayor Pro tem Bob Muncy. Roll call: All yes, Mayor declared motion carried.

Resolution 9-2023-Designation of Election Clerk for 2024 Town Election- Motion was made to approve Resolution 9-2023 by Mayor Pro Bob Muncy and seconded by Trustee Shelly Burnett. Roll call: All yes, Mayor declared motion carried.

Certification of Liens for Town Services 2023 to Rio Grande County Treasurer -Motion was made to by Trustee Leigh Anne Lobato to approve the certification of liens for 2023, seconded by Mayor Pro tem Bob Muncy. Roll call: All yes, Mayor declared motion carried.

Department of Local Affairs-Energy Impact grant submission on housing infrastructure 9th Cherry Street- Motion was made by Trustee Shelly Burnett to approve submission of the Energy impact grant for infrastructure, seconded by Mayor Pro tem Bob Muncy. Roll call: all ayes, Mayor Chris Trujillo declared motion carried.

Tree Board Coalition grant-Town Treasurer Ramona Jordan stated that Patti Kelly who is no longer on Tree Board but is helping with the submission of the grant for the adopt tree program and existing tree maintenance program, the grant deadline is January 13, 2024.

OTHER BUSINESS:

Chamber Update- Will Kreutzer approached the Board thanking them for the money for the firework show for parade of lights, they have received \$5050.00. Parade Lights is this Friday starting at 6:00 p.m.

ATTORNEY REPORT

Motion was made by Trustee Leigh Anne Lobato to go into executive session for a conference with Town Attorney for the purpose of receiving legal advice on public property and pending litigation under C.R.S. 24-6-402(4)(b), motion seconded by Trustee Shelly Burnett. Roll call: All ayes, Mayor Chris Trujillo declared motion carried. Mayor Trujillo stated it is December 13, 2023, the time is approximately 6.35 p.m. as required by open meeting law; this executive session is being electronically recorded. Also present at this executive session are the following persons Trustee Leigh Anne Lobato, Trustee Shelly Burnett, Mayor Pro tem Bob Muncy, My-self Mayor Chris Trujillo, Trustee Marty Asplin, Town Attorney Gene Farish, Town

Administrator Bernadette Martinez, Kevin Larimore, Public Works, Treasurer Ramona Dordan and Chief Frank Archuleta. I caution each participant to confine all discussion to the stated purpose of the executive session, and that no formal action may occur in the executive session. If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection. Attorney Eugene Farish stated it was his opinion, that this is an executive session for Attorney Client communication. So, I am therefore recommending that the recording of executive session is to be turned off at approximately 6:36 p.m. Executive session took place, until motion was made and carried to exit executive session. Motion was made by Trustee Leigh Anne Lobato and seconded by Mayor Pro tem Bob Muncy to come out of executive session at approximately 6:57 p.m. Mayor Chris Trujillo stated those present in executive session was himself, Trustee Marty Asplin, Trustee Leigh Anne Lobato, along with Town Administrator Bernadette Martinez, and Town Attorney Eugene Farish, Town Kevin Larimore Public Works and Town Treasurer Ramona Dordan and Chief Frank Archuleta. For the record, if any person who participated in the executive session believes that any substantial discussion of a matter does not include in the motion to into executive session occurred during executive session, of that any improper action occurred during executive session in violation of the Open meeting law, I would ask that you stated your concerns for the record. Hearing none the next item is action of the results of the calendar items.

Administrator Martinez did want to bring to the attention of Town Board that the installation of carpet for Town Hall has been scheduled and she will be contacting Healdworks to bring in a shipping container to store all Town Hall furniture, while carpet is being installed. She will decide if the Town Hall office will be closed but won't know until closer to installation.

Motion was made by Trustee Shelly Burnett and seconded by Mayor Pro tem Bob Muncy to adjourn.

With nothing further before the Town Board meeting was adjourned.

Submitted on the 10th day of January 2024.