

**Del Norte Regular Town Board Meeting
May 10, 2023**

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in regular session on May 10, 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: Mayor Pro tem Bob Muncy, Trustee Marty Asplin, Trustee Louie Velasquez, Trustee Leigh Anne Lobato, Trustee Shelly Burnett, and Trustee Brenton Williams, and with Mayor Chris Trujillo absent. Mayor Pro tem Muncy declared a quorum present.

MINUTES:

Motion was made by Trustee Louie Velasquez and seconded by Trustee Mary Asplin to approve the April 12, 2023, Regular Board meeting. and April 12, 2023, Public Hearing minutes. Roll call: All ayes. Mayor Pro—tem Muncy declared motion carried.

CITIZENS COMMENTS-Potholes were brought up Kevin mentioned that he will be getting mix ordered to start filling the potholes around town.

CONSENT AGENDA

Chief Archuleta mentioned that he has handled various calls and Woods and River RV Park had their golf cart stolen it was recovered on County 15. Kevin Larimore Public Works reported that he and his crew has finally finished removing the old adobe that had fallen in and would like to repair that portion of the roof he did receive a bid of \$12500.its a small portion of building B. With some discussion motion was made by Trustee Brenton Williams and seconded by Trustee Shelly Burnett to approve the expenditure for roof. Roll call: All yes, Mayor Pro tem declared motion carried. Kevin also mentions to the Board that he does have all of his crew present he would like to acknowledge two of his employees that have been with the Town for twenty years this May. He asked that Jason Velasquez and Kenny Vigil come forward he has a service appreciation check and a plaque to give them. Kevin stated that he is very fortunate to have employees and that he has a good crew. Motion was made by Mayor Pro tem Bob Muncy and seconded by Trustee Louie Velasquez to approve consent agenda. Roll call: All ayes, Mayor Trujillo declared motion carried.

UNFINISHED BUSINESS:

Mercardo Summer Farmer Market –Special Events permit –**Wes O'Rourke** was present and stated he submitted a diagram of the location he will be setting up the vendors in park. Kevin mentioned that he didn't want to see vehicles on the grass, so the vendors will have to carry their merchandise to their booths. Wes understood that Mercardo will be sharing the park with music in the park and his vendors will be responsible for their clean up. With more discussion on lighting and vendors collecting their own sales tax, a motion was made by Trustee Shelly Burnett to approve the special event for Mercardo, seconded by Trustee Leigh Anne Lobato. Roll call: All ayes, Mayor pro tem declared motion carried.

NEW BUSINESS:

Shannon Herzog 1055 Grand Avenue-Water increase-Shannon approached the Town Board stating that her water bill had doubled with no explanation. Administrator Martinez mentioned that in the month of February we went and did an audit of all utility accounts to make sure all accounts had the water and sewer increase that was approved for 2023. And during this review we noticed that the short-term rentals were not being billed correctly. Shannon stated to the Board she has had her short-term rental for two years now, and it didn't increase until this year, which was \$77.00. She also mentioned that she only has one-dwelling unit and it's not two units. According to the short-term rental application that Shannon submitted to get her short-term rental approved her diagram showed two units. She claimed that Rio Grande County assessor's office has one dwelling unit. Trustee Brenton Williams stated the assessor's office only considers the perimeter of the structure not what is inside, but the diagram does show a commercial area in her dwelling unit. Trustee Brenton Williams also mentioned in all fairness if this is what you submitted, they only went off your diagram, and yes and explanation should have been set to you, but a credit for water services, no, you were still able to rent your short-term rental. The Town Administrator mentioned that all short-term rentals received the unit charge. Mayor Pro tem Bob Muncy stated that if she wanted to forgo her short-term rental then the charges would be removed. Attorney Farish wanted to clarify you want to rent out the short-term rental but not be charged for it. Shannon stated yes, her home is one dwelling unit but that's not what your diagram indicated when you applied. Trustee Brent Williams wanted to know why she was only being charged residential charge and not the commercial rate. With more discussion Town Board thanked Shannon for bringing this to their attention and stated they could have sent you a letter but felt it would have only been a courtesy of the fees not an obligation,

Xcel Energy- Lighting proposal for RG County Road 14 to RG Hospital-Town Administrator Martinez mentioned to the Town Board that she submitted a proposal to Xcel Energy to see how much it would cost for installation of streetlights on County road 14 to the hospital, that section of road has no lights. With some discussion the Town Board would like to see if Rio Grande Commissioners would like to do some cost sharing on installation of the lights, since it is a county road. Administrator Martinez will attend the next RG Commissioners meeting.

COMMITTEE/OTHER BUSINESS:

Chamber Update-none.

DOLA-SLV COG-Mini Grant-Administrator Martinez mentioned that she applied and received a mini-grant from DOLA for \$3500 and a town match for \$3500, for new park benches in front of Town Hall, and for the installation of a new baseball score board for Voss field. With some discussion motion was made by Trustee Shelly Burnett and seconded by Trustee Brenton Williams to accept the mini grant and with Town match of \$3500. Roll call: All yes, with Mayor pro-tem Bob Muncy declaring motion carried.

Town Offices-four-day work week- Mon-Thurs Hours 7am- 5pm-Administrator Martinez mentioned that she would like Town offices to go to a four-day work week. Chief Archuleta stated that they have been doing it for years with his officers and he stated that reports have shown employees are more productive. Kevin with Public works stated his department would like to also change to a four-day work week. With some discussion motion was made to change the hours of Town offices to 7:00 a.m. to 5:00 p.m. Monday-Thursday, with Fridays closed. Motion made by Trustee Shelly Burnett and seconded by Trustee Louie Velasquez to allow the change of hours. Roll call: all ayes, Mayor pro-tem Bob Muncy declared motion carried.

SEH Consultants- Land use codes-Administrator Martinez mention that SEH will be here on June 1, 2023 at 4:00 p.m. to discuss the updates and changes they made to the land use codes, if anyone has any questions, they will be stopping by May 18th on their way to meet with the Town of Center, this will be a brief meeting due to time constraints. But the June 1 meeting will be a joint meeting with the Planning Commission, Town Board and the public.

ATTORNEY Report

Ordinance No. 756 and IGA – Protecting our Water from State interest- Attorney Farish mentioned the SLV COG has been working SLV Counties and have included the municipalities to join the efforts of keeping our water in our interest and in the Valley. This was tabled until Rio Grande Commissioners hold their public hearing, and the Town Board can take action on both the Ordinance and IGA.

With nothing further motion made to adjourn.

Submitted this 14th day of June 2023.