

Town of Del Norte
January 10, 2024 - Town Board Minutes
Town Council Chambers – 140 Spruce Street

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in special board meeting on January 10, 2024, in the Board Meeting Room, 140 Spruce Street, Del Norte, Colorado at the hour of 5:00 p.m. Those present at time of call to order.

ROLL CALL

TRUSTEE LEIGH ANNE LOBATO, TRUSTEE BRENTON WILLIAMS, MAYOR PRO TEM BOB MUNCY, TRUSTEE SHELLY BURNETT, MAYOR CHRIS TRUJILLO, TRUSTEE MARTY ASPLIN, TRUSTEE LOUIE VELASQUEZ

STAFF ATTENDEES: CHIEF OF POLICE FRANK ARCHULETA, PUBLIC WORKS KEVIN LARIMORE, TOWN TREASURER RAMONA DORDAN, CODE ENFORCEMENT OFFICER NINEAH MARTINEZ, AND TOWN ADMINISTRATOR BERNADETTE MARTINEZ AND TOWN ATTORNEY EUGENE FARISH

MODIFICATIONS TO AGENDA

Town Administrator Martinez asked for a modification to the agenda to add the RTAP mini grant. Motion was made and seconded to add to the Town agenda the RTAP grant.

ROLL CALL of Trustees: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared the motion passed.

APPROVAL OF CONSENT AGENDA

The Consent Calendar allows multiple actions with one motion. Consent Calendar A contains routine items which have been recommended for action by staff or advisory boards. Council may remove a consent calendar item for separate consideration.

a. Minutes of Regular Meeting from December 13, 2023

Trustee Burnett stated a correction to the December 13th board meeting minutes that Mayor Pro-tem Bob Muncy was absent, and he was in attendance. Change was noted and will reflect in the minutes.

b. Review and Approval of Financial Accounts /Reports

Trustee Shelly Burnett made a motion to approve the minutes and the financials, seconded by Trustee Louie Velasquez. ROLL CALL: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared motion passed.

CITIZEN COMMENTS/SPECIAL PRESENTATIONS

1. Citizen Comments

Town Board welcomes your unscheduled comments. Please limit your comments to three minutes. Town Board will not take action at the same meeting.

2. Scheduled Appearances

In order to be included on this portion of the agenda, please file the appropriate form with the Town Clerk no later than noon on Thursday prior to the meeting.

Lisa Karst-SLV Spay and Neuter Alliance-Lisa stated that she did meet with Kevin, Public Works and they did find a location to store her trailer. It would be stored in one of the bays in Building B of the public works building. Mayor Pro tem Bob Muncy made a motion to have an agreement made by the Town and SLV Spay and Neuter Alliance for the storage of her trailer, seconded by Trustee Shelly Burnett. ROLL CALL: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared the motion passed.

Kennon and Stephen Crawford-Discuss Utility Bill -Not able to attend.

RESOLUTIONS

1. Resolution 1- 2024- Appointments of Offices and Date and Time of 2024 meetings

Trustee Brenton Williams made the motion to approve Resolution 1-2024, motion was seconded by Trustee Shelly Burnett. Discussion was to keep the dates and times for the regular town board meetings, on the second Wednesday of each month. ROLL CALL: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared motion passed.

CONTRACTS/AGREEMENTS/LEASES

1. Rio Grande Hospital easement and agreement of relocating current water line- Town Board tabled this item until the easement agreement can be revised by Town Attorney. Since the easement of the proposed line hasn't physically been moved, discussion was that *future cost* to move the line should be borne by the Grantor not the Town. Motion by Town Trustee Shelly Burnett to table agreement until revised, seconded by Mayor Pro tem Bob Muncy. ROLL CALL: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared motion passed.

STAFF PROPOSALS, REPORTS, AND ACTIONS

1. Discussion of applying for a grant for the renovation of a new Judicial Center (Police Department). Town Administrator Martinez mentioned to the Town Board that the December 18th Municipal Court that was held here at Town Hall meeting room, was an all-day session and her office was used to housed witness of the jury trial that was to start at 9:30 am that morning. She stated that she had agreed to have municipal court held in the Town Hall meeting room, but it was not to disturb the daily function of Town Hall and for only one day a month. And on that particular day, she not only had one witness in her office, but several, and another two were in the hallway. She did not appreciate being out of her office for the whole day, and with individuals having to sit for over six hours at Town Hall. She would like to propose to the Town Board that they allow her to move forward with RPF (request for proposals) for an architect to access the current police department with a total remodel that could bring in new offices for the police department and a new court room. Motion was made by Trustee Shelly Burnett to move forward with RFP for the police department, motion was seconded by Trustee Brenton Williams. ROLL CALL: Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. All with aye vote. Mayor Trujillo declared motion passed.

2. Discussion on County level of allowing UTV's on certain County and Town roads.

Town Administrator Martinez mentioned that she will be meeting Skip-RG County Administrator. They (RG County Commissioners) were approached by a group of individuals from Del Norte and Monte Vista on the potential of opening a route to allow UTV's to access County roads, something to what South Fork had allowed several years ago. The route must be designated in Town to access the County. Town Administrator Martinez stated they are still in the preliminary stages, but she feels the biggest hurdle will be working with CDOT to get the approval to cross Highway 112 and Highway 160. She will keep the Town Board posted when RG County Commissioners will be having a work session with the Monte Vista and Del Norte group.

3. *WSLV Rural Roadmaps* submitted a regional grant RTAP to create a small business grant that would help small business. Town Administrator stated that the WSLV group applied on December 31, 2023, for a \$41k mini-grant and the grant was awarded on January 12th. The Regional group, Saguache, La Jara, Center, and Del Norte will be meeting to iron out the grant application process and hope to get

the information sent out to all the businesses in Town by early February. The micro grant amount ranges from \$500-\$2000.00, that businesses can apply for.

TOWN COMMISSIONS/TOWN BOARD REPORTS/CORRESPONDENCE CALENDAR OF EVENTS

1. Planning Commission meeting- January 16, 2024, 5:00 p.m.

Eugene Farish -Town Attorney mentioned that he is still working with 1041 regs that the SLV COG has submitted on the State interest of water rights.

Kevin Larimore Public Works- mentioned that he had been working on the upper reservoir storage tank and all CDPHE notices have been set out to all residents. He has contacted a structural engineer to come and look at the water storage tank they are local from Alamosa, Summitt Engineers.

Chief Frank Archuleta- gave his report that his officers had been working on the latest burglary of firearms that were taken from a resident in Town, and they were able to recover them.

2. Mayor Trujillo had invited a late arrival to our Town meeting, was Joe and Bernadette Pacheco 75 Lookout Drive, and he asked if they needed to address the Town Board. Mrs. Pacheco approached the Town Board and stated that they live out of town limits and with the increase in sewer she will be paying over \$80 a month just for sewer. She was told that all out of town limit residents that have either water or sewer pay one and half times the rate of those that live in town. Mrs. Pacheco was given by the Town Attorney the process of annexation if they wanted to annex into the Town. In 2005, the Pacheco had contacted the Town about water and sewer services for their new home. An agreement was made between then Town Administrator Bob Phillips and the Pacheco's to install the water and sewer to their home if they agreed to annex their property. The process of annexation was not ever started by the Pacheco's. Also, the cost for the water and sewer taps were not charged one and half times for the out-of-town limit residents, who want town services.

ADJOURNMENT OF MEETING

Nothing further before Town Board meeting was adjourned.