

TOWN OF DEL NORTE

Town Board Meeting March 13, 2024 Minutes

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in special board meeting on March 13, 2024, in the Board Meeting Room, 140 Spruce Street, Del Norte, Colorado at the hour of 5:00 p.m.

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

APPROVAL OF CONSENT AGENDA

1. *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/Special Meeting from February 14, 2024, February 28, 2024
- b. Review and Approval of Financial Accounts /Reports

Trustee Marty Asplin made a motion to approve the minutes as corrected that Mayor Pro tem Muncy and Mayor Trujillo had voted no on moving forward with court of record, and the financials, 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. Trustee Lobato mentioned several items on the check register that she wanted clarified.

PROCLAMATIONS, COMMUNICATIONS, AND APPOINTMENTS

CITIZEN COMMENTS/SPECIAL PRESENTATIONS

1. Citizen Comments

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

Glynnis Williams from Del Norte Library mentioned to the Town that last month they approved an adventure walk book for the park, and the book will be Total Solar Eclipse- A Stellar Friendship. The library will have solar eclipse sunglasses available for those who want to view the eclipse on April 8th.

2. Scheduled Appearances

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.

Brian Burrell- Rio Grande Emergency Management- RGC Hazard Mitigation Plan

Brian was present and wanted to let the Town Board that the County has finalized the RGC Hazard Mitigation Plan, and the scope of the plan is to mitigate hazardous events to reduce or eliminate long-term risk to human life and property from these events and help the community and individuals recover from these disasters. Being proactive in the mitigation planning will help reduce the cost of disaster response and minimize overall impacts to the community. The Town of South Fork and the City of Monte Vista have already adopted the plan, he would like Del Norte to also adopt the plan. Mayor opened it up for discussion, and motion was made by Trustee Shelly Burnett to adopt the Rio Grande Hazard Mitigation Plan, seconded by Trustee Marty Asplin. ROLL CALL: All ayes; Williams, Muncy,

Burnett, Trujillo, Velasquez and Asplin. Nay vote; Trustee Lobato. Mayor Trujillo declared the motion passed.

LICENSES/LIQUOR RENEWALS

The Town Board conducts these actions in its capacity as the Local Licensing Authority.

1. ***Kehr & Company, LLC-Colorado Grille & Tap House*** Hotel/Restaurant Liquor renewal.

Brandi McClure was available to answer any questions the Town Board may have, Mayor asked Chief Archuleta if they had any issues with Colorado Grille liquor renewal, he stated he has not. Then it was opened for discussion, and a motion was made by Trustee Shelly Burnett to renew the liquor renewal for Kehr & Company, seconded by Mayor Pro-tem Bob Muncy. ROLL CALL: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

2. ***Alfalfabet, LTD, Trade and Post*** Beer and Wine Liquor renewal

Paul Fennel was present and the Mayor did ask Chief Archuleta if there were any concern on renewing the beer and wine license for Alfalfabet, and Chief did state that there was a complaint of marijuana smell from the business next door. But he could not state if the smell was coming from Paul's business. Then it was opened for discussion, and a motion was made by Trustee Marty Asplin to renew the liquor license for Alfalfabet, LTD, seconded by Trustee Louie Velasquez. ROLL CALL: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

CONTRACTS/AGREEMENTS/LEASES

1. ***Wall, Smith and Bateman, Inc*** -Letter of engagement for 2023 Town Audit

Motion was made by Mayor Pro-tem Bob Muncy to sign the letter of engagement with Wall, Smith, and Bateman to do the Town's 2023 audit. Seconded by Trustee Shelly Burnett. Roll call: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

STAFF PROPOSALS/DN CHAMBER REPORTS

1. ***Discussion on NFC Fitness Court local artist photos- work session***

Town Administrator Martinez mentioned she has contacted a few local artists to highlight their work on the backdrop of the fitness court. She has received a gallery of pictures, Rio Grandy County has asked that we pick a picture to show the riverwalk area as a backdrop. She would like to schedule a work session to pick the picture, she did not want to be the one to make that decision. Work session will be scheduled at the end of the meeting.

2. ***Public Works Kevin Larimore*** mentioned that he did get the divers to come in and access both

tanks and they are all good and they do not see any significant deficiencies. He did get an estimate to do the roof repairs on both reservoirs, if they needed to be done, we just did both roofs five years ago. If CDPHE recommends that we take further measures on sealing the roofs this is alternative of sealing the roofs. The estimate comes in \$48K this would be a substance like fiberglass coating over the metal roofs. Kevin also mentioned that the inspector was concerned about the foam in the tanks causing condensation and dripping into the water. He also received an estimate for the foam in the amount of \$67K, Kevin feels this is a more extensive process of removing the existing foam and making sure it is all before a new spray foam can be applied. Town Board stated to Kevin that they would like for him to get a meeting scheduled with CDPHE on the compliance issues they have with our tanks. And, to include our engineers in this meeting. Kevin also mentioned that the flow meter at the well has gone down, he stated that he has done everything that he can to get the previous meter to work. With more discussion motion was made by Mayor Pro-tem Bob Muncy to purchase the new flow meter, seconded by Trustee

Shelly Burnett. Roll call: Roll call: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

CHIEF Archuleta stated that he submitted his report to the Board and that crimes are down.

TOWN COMMISSIONS/TOWN BOARD REPORTS

1. *Will Kreutzer-Themis Holding, LLC- Replat of property lots*

Will Kreutzer was available to answer any questions, he did go before Planning Commission and they recommended approval of the replat of lots. He is working with the ditch owner on the possibility of an easement to move the ditch to the north, it would have the same fall and width. These are residential lots and re-plating the lots will give access off Front Street, the square footage lots will be the same. Mayor opened it up for discussion, and a motion was made by Trustee Shelly Burnett to approve the replating of lots, seconded by Mayor Pro-tem Bob Muncy. Roll call: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

2. *Tree Coalition Grant*-Treasurer Dordan stated that the Town received the Tree Coalition grant in the amount of \$3000, and just needed approval. A motion was made by Trustee Marty Aplin to accept the Tree Coalition grant, seconded by Trustee Louie Velasquez. Roll call: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

3. *Tree Board Vacancy- Letter of Interest -Sam Scavo*- Sam Scavo has put in a letter of interest to be a member of Tree Board, since Patti Kelly has vacated the position. A motion was made by Trustee Shelly Burnett to appoint Sam Scavo to Tree Board, seconded by Mayor Pro tem Bob Muncy. Roll call: All ayes; Lobato, Williams, Muncy, Burnett, Trujillo, Velasquez and Asplin. Mayor Trujillo declared the motion passed.

4. *Terry and LeAnn Rivera-1030 Cherry Street-Extension of time for shipping container* Terry and LeAnn Rivera submitted a letter to extend the moving of their shipping container until the end July 2024. Administrator Martinez mentioned they are waiting on Xcel Energy to move the electrical line before they can move the container to the east side of their garage. The conditional use application was approved in February 2022 by the Town Board giving them two years to incorporate the container with their new garage.

5. *Discussion on Town Liability Insurance policy*- Treasurer Dordan stated that she would contact our insurance provider to get a meeting set up to go over our coverage in more detail.

6. *Discussion on meeting HB21-1110 ADA Compliance*-Administrator Martinez mentioned to Town Board that she has requested a meeting with Becky Dixon, Master Print to see what we can do to help with the compliance on our website. By July 2024, our website will need to be ADA compliance, along with forms and signage.

TOWN ATTORNEY

1. *SLV COG- Adoption of 1041 Regulations for Water Export Project*-Set Public Hearing Attorney Farish mentioned he had a concern if an application would come through that staff would not be able to handle all the detailing of this application and wanted to put it back on SLVCOG as the planning board to administer these types of applications.

2. *Ordinance 763-Creating a qualified Municipal Court of Record* Attorney Farish stated that he would talk with Judge Zollars about her concerns about making the Del Norte Courts a court of record.

ADJOURNMENT OF MEETING

With nothing further motion was made and seconded to adjourn.