

**TOWN OF DEL NORTE**  
**Regular Town Board Meeting**  
**February 12, 2025 – 6:00 P.M.**

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in regular session at 140 Spruce Street, Del Norte, Colorado at the hour of 6:00 p.m. on Wednesday, February 12, 2025. There being present at call of roll the following:

**ROLL CALL**

Town Board present at roll call: Mayor Shelly Burnett, Trustee Louie Velasquez, Trustee Leigh Anne Lobato, Trustee Andrew Velasquez, Mayor Pro tem Sarah White. Attending the meeting by zoom: Trustee Bob Muncy. Absent Trustee Brenton Williams. Mayor Burnett declared quorum present.

Members of Staff: Town Attorney Eugene Farish, Town Treasurer Ramona Dordan, Town Administrator Bernadette Martinez, Public Works Kevin Larimore, Chief of Police Frank Archuleta.

**Amendment to the agenda-** no amendments made to the agenda

**Minutes and Financials-**Motion was made by Trustee Leigh Anne Lobato and seconded by Trustee Louie Velasquez to approve the minutes of December 11, 2024, Regular Meeting and Approval of December and January Financial Accounts /Reports. Roll call: All ayes, Mayor declared motion carried.

**Citizen Comments/Special Presentations-** Joseph Trujillo approached the Town Board and stated that he runs to the top of D mountain everyday and he has noticed that there is a lot of trash on the trail and if the Town could place a trash can on the trail he would be happy to pick it up. Town Board will look at placing a trash container on the trail. Valerie Rivera a town employee also approached the Town Board and stated that she was told she would be getting a increase in salary, and she did not receive it. Mayor Shelly Burnett stated this is a personnel issue and she needs to take it up with her supervisor.

*Trustee Brenton Williams entered the meeting.*

*Tim Butler and Ashley Valdez, Xcel Energy-*Tim mentioned the Town Board that Xcel will be replacing approximately 400 new poles, pole heights will range from 35 ft-60 ft, an increase in conductor size, and new equipment will include new transformers and fusing devices. Customers will experience periodic outages when they do the cutovers to the new 25kV system, but he will make sure those affective will know beforehand. They will work with the Town on getting the information on the Town website, so business owners and residents will have notice of the planned outages. Construction is to begin in March.

*Lyndsie Ferrell- Rio Grande County Museum- Cemetery entrance* – Lyndsie was in attendance by zoom, and mentioned to the Town Board that she and Rosalind Weaver would like their support in putting in a new veteran’s memorial at the entrance of the Del Norte cemetery. She would like to apply for an El Pomar grant funding amount would be around \$30-\$40k, with a 20% cash match. She would like a letter of support from Town Board since they own the property for her to pursue the project. It was the consensus of the Town Board for Lyndsie to proceed on applying for the grant.

**Grace Young-Support of SLV Aquatics Center-**Grace Young and Jenny Nehring presented the Town Board with a presentation of the proposed Aquatic Center. The proposed center will be a 23000 sq ft facility; they have several donated 5 acre sites in Monte Vista, which will house the Aquatic center. They are asking for a mill levy increase in property tax of 6.5 mills to build the \$24M facility and 2.0 mills for the operating cost. The district boundaries will encumber all of Rio Grande County except land of 40 acres or more that are zoned agricultural. Grace mentioned that they will be submitting their service

plan to Rio Grande County Commissioners to be able to put on the ballot for the November 2025 election. With some discussion motion was made by Trustee Bob Muncy to table the resolution of support, seconded by Trustee Brenton Williams. Roll call: All ayes, Mayor Burnett declared motion carried.

*La Mesa Subdivision- Annexation Requirements-Set work session*-Property owners of La Mesa subdivision were present and are requesting a work session with the Town Board on annexation. Town Board picked two potential dates; Thursday, February 27, 2025 or Tuesday, March 4, 2025 at 5:00 p.m.

#### **Unfinished Business**

**Caboose update-** Jack Yeaton from Del Norte Chamber was present and presented the Town Board their financials of the funds they receive from the Rio Grande Tourism monies.

**CF Altitude LLC- Change of Trade Name-**Motion was made by Trustee Brenton Williams and seconded by Trustee Andrew Velasquez to approve the trade name of CF Altitude, LLC. Roll call: All ayes, Mayor Burnett declared motion carried.

**CF Altitude LLC- Alta # 6657 -Retail Liquor renewal-**Motion was made by Brenton Williams and seconded by Trustee Leigh Anne Lobato to approval the renewal liquor application of CF Altitude, LLC. Roll call: All ayes, Mayor declared motion carried.

**Whiskey Twins Production, LLC d/b/a Cather's Roadhouse-New Liquor License –Accept Liquor license and set Public Hearing-**Motion was made by Trustee Brenton Williams and seconded by Trustee Louie Velasquez to accept application of Whiskey Twins Production, LLC and set public hearing for March 12, 2025 at 5:30 p.m.

#### **RESOLUTIONS/ORDINANCES/PROCLAMATIONS**

Resolution 1-2025- Designation of Appointments and Date and Time of meetings-With some discussion motion was made by Trustee Sarah White to approve Resolution 1-2025 Designation of Appointments and Date and Time of meetings, with the stipulation that Town Attorney be appointed temporarily until request for proposal for Town Attorney have been conducted and concluded. And Town Treasurer appointment only until March 31, 2025. Motion was seconded by Trustee Brenton Williams. Roll call: All ayes, Mayor Burnett declared motion carried.

Resolution 2-2025- CIRSA Bylaws and Intergovernmental Agreement-With some discussion motion was made Trustee Leigh Anne Lobato to approve Resolution 2-2025 CIRSA Bylaws and Intergovernmental agreement, motion seconded by Trustee Brenton Williams. Roll call: All ayes, Mayor declared motion carried.

**STAFF REPORTS- Police-**Chief Archuleta presented the Town Board with his written report. He stated that when the new car was approved it was not in the 2025 approved budget. Chief submitted paperwork on the 2024 police truck that he had received a quote on for total with up fitting for approximately \$74k. Motion was made Trustee Brenton Williams and seconded by Trustee Leigh Anne Lobato to approve the purchase the of new police vehicle for the police department, distribute expenditure between the general fund and the capital improvement fund. Roll call: All yes, Mayor Burnett declared motion carried. **2. Public Works-**Kevin Larimore Public Works submitted to the Town Board the sidewalk replacement program the Town had budget \$10k for this program and it will be on first come first serve basis. We will put the flyer in water bills and town website. **Highway 112-** water replacement project, Kevin mentioned that he did receive an amount for this project with an estimate of \$45K, we will be digging across the Highway to put in the water main, before CDOT comes in and does a pavement overlay this summer. With some discussion motion was made by Trustee Leigh Anne Lobato

and seconded by Trustee Brenton Williams to approve putting the water main across the highway. Roll call: All yes, Mayor Burnett declared motion carried. **Alder/Sixth Street**- Kevin wanted to bring to the attention to the Town Board at some time water main is going to have to be replaced the lines are in much disrepair and that they are only doing patch work. **Public Work Vehicles**-Kevin had asked for clarification on the boom lift that was discussed during budget. It was his understanding that the boom lift had been approved, and didn't realize that fixing the bucket truck was in lieu of the boom lift. The boom lift would be used for the new pedestrian street lights, putting up banners, and lights in the town park for the park events, among other project. He stressed that the lift is more for safety reason, since currently he has his guys standing in the loader bucket to string lights. With more discussion motion was made by Trustee Brenton Williams to purchase the boom lift in the amount of \$25760, and the 2000 bucket truck be added to list of auction of vehicles to be sold, motion was seconded by Trustee Bob Muncy. Roll call: All yes, with Trustee Leigh Anne opposing. Mayor declared motion carried. **Town Hall**- Administrator Martinez mentioned that she had gone and visited David Coblenz, who owns Skyline Metals. He owns the property next to Brown Septic and she asked him if he would be in favor of a town easement to allow the Town sign to be placed at the entrance of his property. Mr. Coblenz was very excited in the idea and stated that would give the incentive to clean up the entrance. He did mentioned that he does have a conservation easement on the property and that would have to be addressed before placement of the sign. Administrator Martinez stated that she will keep the Town Board posted if this would be allowed by Rio Grande Headwaters. **Town Attorney** was not in attendance of our meeting, items are tabled to March meeting. **Planning Commission- French and Sixth Street Alley closure- Set public hearing date**, Town Board tabled setting a hearing date.

**TOWN BOARD REPORTS -Items of Discussion: Water Project, Town signage, Town Vision, Textmygov-work session**-Town Board scheduled two work session dates February 27<sup>th</sup> and March 4<sup>th</sup> at 5:00 p.m., whichever date the stakeholders for La Mesa subdivision could attend the other meeting date will be for the Town work session to discuss item listed above. **Update on Town survey**-Mayor Burnett stated she still compiling the survey totals. **Strategic Planning meeting**-Town Administrator stated that our DOLA representative Randi Steed could be the facilitator, she would like it to be scheduled on a Friday or a Thursday evening and would like at least four hour time limit. Strategic planning meeting has been scheduled for Friday, April 11, 2025 from 2:00 p.m. to 6:00 p.m.

With nothing further motion was made and seconded to adjourn.

Submitted this 12<sup>th</sup> day of March 2025.