



## MEETING MINUTES of the IGNACIO TOWN BOARD

Monday, July 13, 2020 – 6:30 PM

Remote Public Meeting

**I. CALL SPECIAL MEETING TO ORDER:** Mayor Cox called the meeting to order at 6:31 PM. She gave the zoom etiquette information, then asked Mayor Pro Tem deKay to speak to the Moment of Silence, Moment of Gratitude, and Reflection of Hope.

### II. ROLL CALL

**Present:** Mayor Stella Cox, Mayor Pro Tem Alison deKay, Trustee Tom Atencio, Trustee Edward Box III, Trustee Sharon Craig, Trustee Sandra Maez, Trustee Dixie Melton (joined the meeting at 7:00 PM).

**Absent:** None

**Guests:** Ron Dunavant, Clark Craig, Bill Brandau, Beverly Ellis, Shannon Mullane, Chris May, Joyce Guzman (left the meeting 7:20 PM), Sandhya Tillotson

### III. PUBLIC COMMENTS

Beverly Ellis (4812 County Road 502) asked if the Trustees of Ignacio would consider an order requiring face masks in public. Mayor Cox stated this will be discussed during the COVID-19 update portion of the agenda.

### IV. CONSENT AGENDA

A. Regular Town Board Meeting Minutes from June 15, 2020

B. Special Town Board Meeting Minutes from July 1, 2020

C. Financial Records – Check Register and June Budget to Actual Reports

**Action:** Trustee Craig moved to approve the consent agenda; Trustee Box III seconded the motion. The motion passed unanimously.

### V. UNFINISHED BUSINESS

A. TBK Bank Update

Initially the understanding was that the accounts would be held at TBK without monthly finance charges; however, upon further review, there will be a \$50.00-\$80.00 monthly fee with TBK (as opposed to several hundred per month with Wells Fargo). In addition, we will be able to put monies into ColoTrust and earn interest on the remaining money (over \$500,000), which is currently about \$1,000,000.00. The consensus of the Board was to move ahead with the transfer of accounts to TBK Bank. The transfer process will take about two months to complete.

### VI. NEW BUSINESS

A. Public Hearing for Liquor License Application for The Rose Café

Ms. Dunton stated that Ms. Guzman has applied for a hotel and restaurant liquor license which would enable her to sell beer, wine and hard liquor. The application is first submitted to the local licensing authority (which is the Town Board) and, if approved at

the local level, it is sent to the State for review and approval. After receiving the license from the State, there will be an inspection of the facilities to make sure there is proper control of supplies, proper signage, etc. This public hearing was published in the Durango Herald and on the establishment per Colorado Statutes. Ms. Guzman is also available for questions.

Mayor Cox asked Ms. Guzman to state what she plans to serve at her establishment. Ms. Guzman stated she will serve margaritas, beer and wine. Mayor Cox asked if the alcohol service would only be indoors; Ms. Guzman stated that she will mostly serve indoors, but due to COVID exceptions she thought she would be able to serve on the patio as well. Ms. Dunton stated that the application map includes the patio so, if the application is approved, the patio will be included as a service area. Chief Phillips has no concerns with the application or the premises.

Mayor Cox opened the Public Hearing at 7:15PM. There were no questions or comments; Mayor Cox closed the Public Hearing at 7:16PM.

**Action:** Trustee Craig moved to approve the liquor license application from The Rose Café; Trustee Box III seconded the motion. The motion passed unanimously.

#### B. Sagebrush Strategic Planning and Organizational Assessment Report

Sandhya Tillotson reviewed the summary report, giving the themes and next steps to follow. The final report will be presented at the August meeting. She expressed a desire to have a couple Board Members to serve on the Design Team for the Strategic Plan. The process is as follows:

1. The Practical Vision – where does the organization want to go in the next 3 years?
2. Underlying Contradictions – obstacles that prevent this vision from already being reality
3. Strategic Directions – creating pathways, initiatives, priorities and goals that will bring the vision into fruition
4. Action Planning – pen to paper, planning for each quarter of the year to move each initiative forward; dividing the work up into manageable pieces

She stated that the Board had originally expressed a strong desire to conduct Phase 2 (Strategic Planning) in person; however, with the current situation with COVID-19 she wanted to get a feel for what the Board currently wants. Sandhya stated that she is able to send a survey if that is how the Board wants to respond. The consensus was for Sandhya to send the survey and give the results of the survey when she presents the Organization Assessment Report at the August meeting. Mayor Pro Tem deKay, Mayor Cox, and Trustee Box III volunteered to serve as the Design Team.

#### C. COVID-19 Update

Mr. Garcia stated this is an on-going agenda item. The Tribe has closed Shoshone Park due to the desire to curb the spread of the Virus. Mr. Garcia asked the Tribe who is doing the closing, who is posting the signage that the park is closed, who will enforce the closure, and who will be responsible for ongoing maintenance of the park. The Tribe will handle all of these items and will close the Park on July 3<sup>rd</sup> and it will remain closed indefinitely.

Mr. Garcia stated that there have been discussions on the region-wide conference calls (La Plata County, Archuleta County, Pagosa Springs, Durango, Ignacio and Bayfield)

regarding the requirement of face masks and how to enforce that requirement. Mayor Cox asked for input from the Board regarding their thoughts on requiring face masks or asking the Governor to issue a statement on this. Trustee Craig spoke up that she believes that face masks should not be mandated; each person should have the freedom to choose what is right for them. The initial concern was that the health care system would be overwhelmed and, although we have seen an increase in the number of cases, the health care system has not been overwhelmed. In addition, a mandate would require enforcement by the Police Department and that could detract from them being able to address more pressing issues; it also puts additional stresses on local businesses and their employees. She also believes it should be a local decision, not something mandated by the governor. Trustee Box III stated that he is in favor of face masks being required, just to be on the safe side. Beverly Ellis raised her hand and Mayor Cox called on her to speak; she stated that she done research and has presented to the Bayfield Board of Trustees. She is in favor of masks and believes they should be required. Mayor Pro Tem deKay stated that she is in favor of wearing masks; she asked if Mr. Garcia and/or Chief Phillips could address what the enforcement of a mandate would look like. Chief Phillips stated that enforcement would be difficult; he would like the community and businesses to express their opinions on it. He stated that Bayfield and Pagosa Springs are using banners and roadside signs to strongly encourage mask usage. The District Attorney is supportive of this process and thinks each County and/or municipality should decide how they want to proceed. Mr. Garcia stated that Mercy Regional Medical Center has been tracking the case load between Washington and Colorado; Washington is about two weeks ahead of Colorado. Mercy is approaching surge capacity with personnel (not beds), and this could strain the facilities. He acknowledged that enforcement is a difficult issue. Trustee Melton stated that she is in favor of mask wearing and recognizes the issue of enforcement is a difficult one. She suggested signage that encourages mask usage. Trustee Maez is in favor of masks; she does not want to overwhelm the police department. She is in favor of some form of education. Mayor Pro Tem deKay suggested a banner at each end of Town that says something like "Please wear a mask; let's keep each other safe" or some sort of encouraging message (not a mandate). Mr. Atencio stated that he is in favor of masks; he liked Mayor Pro Tem deKay's suggestion regarding the banners. Several members of the public expressed opinions on wearing masks.

**Action:** Trustee Melton moved to direct staff to work on signage regarding COVID safety to be placed at both ends of Town. Trustee Maez seconded the motion. There was some discussion regarding the type of signage; the consensus was for staff to use whatever is easiest to hang. Trustee Melton amended her motion to include all three entrances to Town (North, South, Hwy 151). Mayor Pro Tem deKay seconded the amended motion. The motion carried unanimously.

## VII. STAFF REPORTS

### A. Police Department

IPD does spot-checks on all the business; they give education and masks. Governor has been asked by numerous organizations to weigh in on the issue of masks.

Farmers Fresh has postponed their Brisket Cook-Off indefinitely.

Legislature passed Law Enforcement Reform Bill, which is Senate Bill 217. Chief has a meeting tomorrow with the District Attorney and all the Chiefs of Police and Sheriffs in the region. Some of this is effective immediately and some of it does not take effect until three years from now. The new data storage requirements will increase our storage costs, because there is a new requirement of redaction software and length of storage time.

IPD has received a \$2,600 grant from Colorado Peace Officers' Standards and Training Division for training equipment and online training. IPD will purchase an 80-inch smart screen TV for the Community Room to be able to do trainings.

Mayor Pro Tem deKay asked if we could also purchase equipment that would enable us to record the Town Board Meetings and post the recordings online. Mr. Garcia stated we may be able to use CARES Act Funding for that purpose.

#### B. Public Works

Mr. Howlett is on vacation; his report is in the Town Board Packet. Mr. Garcia stated if there are any questions, he would be happy to answer them. There were no questions.

#### C. Town Clerk/Treasurer

Ms. Dunton stated that LEAP gave an additional \$300.00 to each person who had already qualified for assistance.

Audit is still forthcoming; Ms. Wesner had filed an extension with the Office of the State Auditor that was approved, so we are still within the time limit.

There will be a joint work session with the School Board on August 13; details will be sent later.

Mayor Pro Tem deKay asked about the number of late payments that we are experiencing. Ms. Dunton stated that late notices are still being sent; a copy of the late notice to a tenant is also sent to the landlord. There is a notice in the newsletter that when the Emergency Declaration is lifted all accounts will be due and payable or late fees will be incurred.

#### D. Town Manager

Mr. Garcia asked Ms. Wesner to comment on the mid-year report that she submitted. Ms. Wesner stated that she included the budget to actual figures to give a clear picture of where we are at the mid-year point; almost all funds are where we expected them to be at this time of the year. There has not been a sharp drop in revenue nor an unexpected increase in expenses; the staff have been conservative in spending.

Mr. Garcia stated that sales tax numbers are still strong; he believes this has to do with the law that online sales must collect tax and remit it to the appropriate jurisdiction. He has requested staff to drill down into sales tax to watch the trends.

CARES Act Funding Agreement has been approved and there were no changes to the percentages that went to County, Ignacio, Durango and Bayfield. The County stated that they will consider additional funding if needed by the various municipalities. The opt-in work with DOLA was completed so we can now submit expenses for reimbursement. The signage at the entrances of the Town will be reimbursable. Also, because of the Board Members relying so heavily on their chrome books for the remote

meetings, and with the chrome books being as old as they are, Mr. Garcia will be checking into the cost of replacing them; this would also be a reimbursable expense, as well as masks, sanitizer, etc.

Goddard Intersection project is moving forward; design phase is now completed.

Broadband and Rock Creek Planning Grants were both approved.

He commended Trustee Craig for her re-election to the CML Executive Board and her representation of the Town and small towns in Colorado.

Mayor Pro Tem deKay asked about the progress on the easement with the Tribe. Mr. Garcia stated that an executive session is needed to discuss this with the Board; that is challenging to do via remote meetings. He will work with Chief and Mr. Liberman and will report at the next meeting.

E. Town Attorney

Mr. Liberman stated that he worked with Mr. Garcia on the Young Property, as well as the letter to the auditors. He is has also been working on the franchise agreement with the cable company.

**VIII. TRUSTEE REPORTS**


Trustee Craig attended the CIRSA Annual Meeting; they alluded to a potential increase in premiums for next year. They are also offering any police department that is rewriting their policies to have five free hours with their legal defense counsel. She also attended the CML Annual Meeting and was elected to another two-year term on the Executive Committee, along with Katie Sickles (Bayfield Town Manager) and Rick Bain (Mayor of Brush) to represent small towns.

Mr. Garcia stated that the Annual CML Meeting will be August 25-27 online. Trustee Craig stated that they are planning on their District Meeting on September 24 in Mancos.

**IX. ADJOURNMENT**

**Action:** Being no further business before the Board, Mayor Cox adjourned the meeting at 9:11 PM. The next regularly scheduled meeting will be on Monday, August 17, 2020, at 6:30 PM via Remote Public Meeting.

  
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Stella Cox, Mayor

  
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Date

  
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Attest: Tuggy Dunton, Town Clerk