



IGNACIO TOWN BOARD MEETING MINUTES

Monday, April 11, 2022 – 6:30 PM

Abel F. Atencio Community Room, 570 Goddard Avenue
and via Remote Public Meeting

I. CALL MEETING TO ORDER: Mayor Cox called the meeting to order at 6:31 PM. She read the Zoom Etiquette information and led in the pledge of allegiance. She congratulated the new Board Members and affirmed her belief in their ability to do the job well. She called on Tuggy Dunton to administer the Oaths of Office, which she did for each new member in the order listed below.

II. OATHS OF OFFICE FOR RECENTLY ELECTED TOWN BOARD MEMBERS

- A. Mayor, Clark Craig
- B. Trustee, Jeremy Schulz
- C. Trustee, Joseph L. Atencio
- D. Trustee, Thomas Atencio

Mayor Craig stated that there were gifts for the departing Board Members. Mayor Pro Tem deKay expressed appreciation on behalf of the Board and Staff for the service that the departing Town Board Members and Mayor had provided. There were also expressions of appreciation from the family members of the departing Board Members and refreshments were served (provided by Connie Atencio). Each Trustee expressed appreciation to the others and to Town Staff.

Mayor Craig brought the meeting to order at 7:00 PM. He expressed appreciation again to the Board Members who had left and welcomed the new members. He asked for roll call.

III. ROLL CALL

Present: Mayor Clark Craig, Mayor Pro Tem Alison deKay, Trustee Joseph Atencio, Trustee Tom Atencio, Trustee Edward Box III, Trustee Sandra Maez, Trustee Jeremy Schulz

Absent:

IV. APPOINTMENT OF MAYOR PRO TEM

Mayor Craig stated that this position is currently held by Alison deKay and asked if anyone would like to put their name in the hat for this position. Trustee Edward Box III stated that he would like to be considered for Mayor Pro Tem. Mayor Craig asked if Alison is still interested in the position. She stated that if Edward is interested, he should try it out. Mayor Craig called for a motion.

Action: Trustee Schulz moved to nominate Edward Box as Mayor Pro Tem; Trustee Maez seconded. The motion passed with Trustee Box III abstaining.

V. PUBLIC COMMENTS

Cassandra Sanchez, 507 Arboles Street. Cassandra work with Boys & Girls Club and is on the Board for the Ignacio Youth Baseball. She introduced Sunny who is also on the Board. She stated that the dugouts at Shoshone Park are not safe; they have to be thoroughly cleaned from drug paraphernalia, beer cans, broken glass, etc. prior to each practice or game. She

expressed concern for the safety of the kids. She expressed a desire to work with whoever she needed to in order to make the dugouts safe again. She doesn't want to just complain, she wants to work toward a solution. She suggested removing the pro-panel from the dugouts and putting up chain link fencing so that it is more visible and open. Her brother works construction and, if they know who to get approval from, they are willing to do the work themselves. Mayor Craig expressed appreciation and stated that he will finish public comment and then allow staff and/or board members to respond.

Brytanny Medved, Youth Services Programmer at Ignacio Community Library, stated that she is requesting financial support for the Summer Reading Program and hopes that this will program will encourage involvement in the Friday Programs when the school district goes to a four-day week this Fall.

Mayor Craig closed public comment and asked if there were responses from staff. Mr. Garcia asked Cassandra for a phone number or email to be able to contact her to work toward a solution. There were conversations among the Board about how to proceed; Mr. Garcia and Chief Phillips clarified that the Town is responsible for maintenance of the park and field, but that the Tribe has jurisdictional authority for law enforcement issues.

Mayor Craig stated that he believed the request from Brytanny should be an agenda item on the next meeting. Mr. Garcia asked for scheduling and a financial amount. Brytanny stated that the next month's meeting is plenty of time and she is requesting a \$300.00 donation. Mr. Garcia stated that he would like a written request for the next meeting; Mayor Craig stated that a letter was received at Town Hall today and that it will be included in next month's packet.

VI. CONSENT AGENDA

- A. Regular Town Board Meeting Minutes from March 14, 2022
- B. Financial Records for March 2022

Mayor Craig noted that there are only two Trustees present that attended the March meeting. If there are any questions, he encouraged other members of the Board to speak up. There were no questions or comments, so he called for a motion.

Action: Trustee deKay moved to approve the Consent Agenda; Trustee Tom Atencio seconded the motion. Mayor Craig noted that these two trustees were the two Board members that were present at that meeting. The motion passed unanimously.

VII. UNFINISHED BUSINESS: None

VIII. NEW BUSINESS

- A. Reappointment of Appointed Positions

Mayor Craig opened public comment on the three appointed positions.

A member of the audience asked how the Town Clerk is selected to be appointed. Mayor Craig stated that this was a great question that can be answered after public comments. He asked if there were any other public comments; there were none, so he closed public comment.

He asked staff to respond to the question. Mr. Garcia stated that, by statute, certain people are appointed every two years – the Town Clerk, the Town Attorney, and the Municipal Judge. The Town Board of Ignacio has chosen to also appoint the Chief of Police

every two years. The audience member asked how long Tuggy has been in her position. Ms. Dunton stated she has served in this position about 2 ½ years now. The audience member asked if someone else could be selected to serve. Mr. Garcia stated that it is more of a formality for the Board to reappoint; if there are personnel issues those will be addressed. There have not been issues at this time. The audience member asked if someone else wanted the position how they would go about applying for it. Mr. Garcia stated that would happen when there is a vacancy. In 25 years of service in municipal government, he has never heard of a Town Board entertaining another person as a Town Clerk as long as there is a Clerk seated in the position at the time. The audience member asked if the Clerk could serve indefinitely; Mr. Garcia stated that, as long as the Town Clerk is serving to the satisfaction of the Board, yes. She asked about performance reviews and Mr. Garcia explained that the Treasurer is a hired position and performance reviews happen on a regular basis with the Town Manager. The audience member made reference to some historical issues of embezzlement. Mr. Garcia stated that it was not the previous or present Town Clerk; it was a previous administrative assistant and that issue has been addressed. She asked about checks and balances and Mr. Garcia stated that these are now in place.

Mayor Craig expressed appreciation for the responses from Mr. Garcia. He then stated that the Town Clerk is up for reappointment. He asked for comments from the Board. There were none. He called for a motion.

1. Town Clerk

Action: Trustee deKay moved to reappoint Tuggy Dunton as Town Clerk. There were multiple seconds to the motion; Mayor Pro Tem Box III stated that he seconded the motion first. Mayor Craig stated that this was a definite vote of confidence. The motion passed unanimously. He asked if Ms. Dunton wanted to continue serving in this position. Ms. Dunton stated that she loves her job.

Mayor Craig administered the Oath of Office to the Town Clerk, Ms. Dunton.

2. Police Chief

Mayor Craig asked Chief Phillips if he is interested in reappointment. Chief stated that he is, and congratulated the new and reelected Board Members. He commented about Trustee Joseph Atencio sitting beneath the photo of his grandfather, whom this building is named after. He stated that he has been appointed eleven times as Chief and would appreciate number twelve.

Action: Trustee Joseph Atencio moved to reappoint Kirk Phillips as Police Chief; Trustee Maez seconded the motion. The motion passed unanimously.

Tuggy administered the Oath of Office to Chief Phillips. She explained that the Oath of Office is required by statute for any elected or appointed official and the language of the Oath is taken from the Colorado Revised Statutes.

3. Town Attorney

Mayor Craig asked Mr. Liberman if he was interested in being reappointed. He stated that he is. Mayor Craig asked if there were any comments from the Board. Trustee deKay stated that it has been a while since any performance evaluation was done and she stated that she would entertain the appointment with the caveat that there be an evaluation.

Action: Trustee deKay moved to reappoint David Liberman as Town Attorney under the condition that there be a performance evaluation by the Board; Mayor Pro Tem Box III seconded the motion. The motion passed unanimously.

Mr. Garcia stated that in the past a sub-committee of Board Members has reviewed Mr. Liberman's performance; he can provide the evaluation form and follow the Board's desires whether it be a sub-committee or the entire Board. Mayor Craig stated that he would like Ms. Dunton to administer the Oath and then that conversation can happen.

Tuggy administered the Oath of Office. She stated that she will mail the Oath of Office to Mr. Liberman to sign and mail back. She will attest his signature and submit the Oath to the County Clerk.

Trustee Tom Atencio stated that he would like the evaluation to be in Executive Session with the entire Board. Mr. Garcia stated that he will submit the evaluation form to the Board in advance of the May meeting and it will be on the agenda for that meeting. Mr. Atencio asked if Mr. Liberman would like to do a self-evaluation. Mr. Liberman stated he would appreciate a copy of the form and he can fill that in. The Board concurred.

B. Town Board Meeting Dates and Times

Mayor Craig stated that our current schedule is the second Monday of the month at 6:30 PM. He asked if the Board desired to change the time. Trustee Schulz suggested 5:30 PM, but wants to make sure that it allows the public time to get to the meetings. Mayor Pro Tem Box III suggested 6:00 PM; the rest of the Board concurred.

C. Work Session Date for Town Business Discussions

Mayor Craig stated that he would like the Board to be informed of all that is happening in the Town and wants to schedule a work session for the entire Board. He suggested the 25th at 6:00 PM. The Board concurred.

Ms. Dunton stated that the change of Meeting Times may need to be passed by Resolution. Mayor Craig stated that this will be on the agenda for the May 9 Town Board meeting, which will be at 6:30 PM.

Mr. Garcia stated that the primary documents of the Town are the Municipal Code and the Budget; the documents will be prepared ahead of the Work Session and submitted to the Board Members.

D. COVID-19 Update

Mayor Craig stated that one agenda that was posted had a COVID-19 Update and one that was posted in another place did not have this agenda item. He would like Mr. Garcia to give an update.

Mr. Garcia stated there is no new information; this is a recurring agenda item. We are still under an emergency declaration based on San Juan Basin Public Health's emergency declaration. He stated that cases are increasing across the nation.

IX. STAFF REPORTS

A. Police Department

Chief Phillips stated that his report is in the packet. The Police Department records management system has been housed on a server in the office. One of the requirements

of SB-217 is quarterly reporting; our server is so old it could not support that. IPD needed to certify compliance with SB-217 by April 1, so IPD migrated to the online system that is provided through RMS.

Through grant funding, all the body-worn cameras have been upgraded and anytime a police officer pulls into the back parking lot their camera downloads to the remote server. This is in compliance with records retention.

B. Public Works Department

Inspection and cleaning of 105 manholes is completed; findings will be in next month's report.

A resident brought attention to an issue on Sundown Street. The first part of this has been addressed with some ¾ ABC; Public Works will be working with SEH to address the remainder of this drainage issue.

After some discussion, the request was made to staff to present a proposal of purchasing a hydrovac trailer, whether new or used, to present to the Board. Mayor Craig would like this on the agenda sooner than later.

C. Clerk/Treasurer

Ms. Dunton stated that she is still researching the FAMLI through the state; there is a lot of information about this in the packet. Per the Board's request, she did poll staff and only one staff member has stated they are interested in this program. She does not know if participation in this program will be required or if the Town either will be required to provide a separate short-term disability program through a private entity; she will continue to research this.

She reminded the Board of the Joint Work Session with the School District on Thursday, April 14, at 5:00 PM.

CML Executive Director Town Hall on April 20 via zoom to inform all interested parties about application to the Executive Board. Sharon represented the Town of Ignacio on this Board; there are three positions available for municipalities of 8,000 or less. Representation needs to be by an elected official. Ms. Dunton offered to register anyone that would like to attend. Mayor Craig, Mayor Pro Tem Box III, and Trustee deKay asked Ms. Dunton to sign them up.

Mayor Craig mentioned the CML Annual Conference. Ms. Dunton stated this event will happen June 21-24 in Breckenridge and she would be happy to register any Board Member that would like to attend. Mayor Craig stated that he will attend and Sharon will be his guest. Mr. Garcia stated that there is money in the budget for attendance at this event.

D. Town Manager

Mr. Garcia stated that a lot of work has been done on grant applications. Broadband and affordable housing are some of the targets for these funding.

He stated that Dee Wesner and Tuggy Dunton have been doing a lot of work in preparation for the audit field work that will take place at the end of April.

There are numerous Board Appointments that will need to happen to the Regional Housing Alliance, Economic Development Alliance, SWCCOG, and others.

E. Town Attorney

Mr. Liberman congratulated the new and returning Board Members. He has been working on an easement with Public Works and attending Board Meetings. All projects are assigned through the Town Manager and, with the focus being trimming the budget, his work is limited. He stated that he is looking forward to the evaluation with the Board.

X. TRUSTEE REPORTS

Trustee Schulz stated that Ignacio Middle School sent two 8th grade students to State Science Fair, Autumn Schulz and Joey Roadie. Joey won a CSU agriculture special award and Autumn Schulz won a women in STEM special award. Everyone clapped.

Trustee deKay stated that the Elementary School is having their empty bowls fundraising event on April 28, 5-7 PM.

Mayor Pro Tem Box III stated that, in his position as food distribution specialist for the Tribe, he is spearheading a community garden. He will be providing stater kits for interested community members. He hopes for collaboration with the Tribe, Town and community. He shared some of the support he has already received and expressed a desire for support from the Board.

Mayor Craig reminded everyone that Dancing Spirit will have a ground breaking ceremony on Wednesday at 11:00AM.

XI. MISCELLANEOUS: None

XII. EXECUTIVE SESSION to discuss the purchase, acquisition, lease, transfer, or sale of real, personal or other property of interest under C.R.S. Section 24-6-402(4)(a).

Mayor Craig stated that no action will be taken during Executive Session and that the Board will not return to open session after the Executive Session. He called for a motion.

Action: Trustee deKay moved to go into executive session to discuss the purchase, acquisition, lease, transfer, or sale of real, personal or other property of interest under C.R.S. Section 24-6-402(4)(a); Trustee Maez seconded the motion. The motion passed unanimously.

XIII. ADJOURNMENT

Being no further business before the Board, Mayor Craig adjourned the meeting at 8:10 PM. The next regularly scheduled meeting will be on Monday, May 9, 2022, at 6:30 PM in the Abel F. Atencio Community Room and via Remote Public Meeting.



Clark Craig, Mayor

5/17/2022

Date



Attest: Tuggy Dunton, Town Clerk