



## IGNACIO TOWN BOARD MEETING MINUTES

Monday, June 13, 2022 – 6:00 PM

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

**I. CALL MEETING TO ORDER:** Mayor Craig called the meeting to order at 6:00 PM by leading in the pledge of allegiance.

Present: Mayor Clark Craig, Mayor Pro Tem Edward Box III (arrived 6:34 PM), Trustee Alison deKay (arrived at 6:06 PM), Trustee Sandra Maez, Trustee Jeremy Schulz, Trustee Tom Atencio

Absent: Trustee Joseph Atencio

**II. PUBLIC COMMENTS**

None

**III. CONSENT AGENDA**

- A. Regular Town Board Meeting Minutes from May 9, 2022
- B. Financial Records for April 2022
- C. Financial Records for May 2022
- D. TP Lounge Liquor License Renewal Application
- E. Porky's Smokehouse Liquor License Renewal Application

**Action:** Trustee Schulz moved to approve the Consent Agenda; Trustee Maez seconded the motion. The motion passed unanimously.

**IV. UNFINISHED BUSINESS**

- A. Town Attorney Evaluation  
Evaluation will be performed by Mayor Craig, Trustee Schulz, and Trustee deKay at a work session at 10:00 AM on June 28, 2022.

**V. NEW BUSINESS**

- A. Dancing Spirit Community Arts Center Building Permit Fee Waiver Request

Trustee Schulz requested a standard policy/procedure be drafted in order to provide a formal process for businesses making the same request in the future. The building of the Dancing Spirit Community Arts Center is scheduled to happen within the year. Mr. Garcia is going to do research on the policy regarding this issue that other towns have implemented, and bring that to the Mayor and Board of Trustees to review and approve.

Kasey Correia stated they are looking to build within the year. They are currently waiting on the decision from the CCI Revitalization Grant, which would pay for \$527,000, and is half of the cost of the build. The estimated cost of the building is \$943,000.

**Action:** No action was taken regarding the Building Permit Fee Waiver Request.

## B. Creating Connections Proclamation

Request brought forth by Pat Senecal. Liza Tregillus presented the Proclamation, reviewing and stating the health effects loneliness has on people, and followed up with different groups created in the towns of Bayfield (Community Tree House) and Durango (Café Au Play) in order to unite people and combat loneliness. Ultimately, Liza encouraged people to reach out to those they know are alone.

**Action:** Trustee deKay moved to approve the Creating Connections Proclamation; Trustee Maez seconded the motion; the motion passed unanimously.

After the Proclamation was passed, Trustee Atencio asked if there were any resources for senior citizens that are home bound. Peter Tregillus recommended that Hugo at the Ignacio Senior Center be called. Hugo was previously tasked with locating seniors in rural areas that were not on Social Security or Medicare, but qualified for it, and getting them connected with the proper resources to connect them with those services.

## C. COVID-19 Update

Mr. Garcia stated there had been positive cases within the Town of Ignacio staff. The Town was down staff for the majority of the month of May due to that. Opening of the office to the public for longer operating hours was delayed due to sickness. The office is now open from 9AM-4PM.

San Juan Basin Public Health has detected the highest level of COVID in waste water samples since tracking of waste water discharges began.

## VI. STAFF REPORTS

### A. Police Department

Chief Phillips followed up on the Department of Revenue, Tobacco, and Alcohol Enforcement Division report on underage sales investigation. 7-2-11 had a violation, a follow up was performed a week later, and they had a second violation which resulted in a \$1000 fine. Should a third violation occur, they will be suspended and administrative action will occur. Family Dollar had a first violation. They will be back for follow up, time frame for follow up is unknown at this time.

In Saturday's paper, Damon Matthews was sentenced to life plus 18 ½ years for murder in the community. Acknowledged Ignacio Police Department for doing a very good job in the investigation.

San Ignatius Fiesta Parade Committee requested annual parade on July 30<sup>th</sup>; the request has been approved.

After asking the Board if there were any questions, Trustee Schulz asked if IPD helped with road closures during the Bear Dance Fire. Chief Phillips confirmed IPD helped with road closures due to staffing shortages at SUPD. Trustee Schulz commended IPD for helping SUPD. Mayor Craig also thanked Los Pinos Fire for their timely response in controlling the fire.

Mr. Garcia recommended IPD be scheduled for a work session. Mayor Craig agreed.

## B. Public Works Department

Mr. Mickey stated irrigation season is in full swing, public works has been very busy performing repairs and maintenance on the system. Asphalt repair material has been ordered, should be here the week of June 20<sup>th</sup>.

Two new residences breaking ground on Tranquilo Court; Garry is working closely with the owners as they start to build.

A third party company was hired to perform lawn maintenance at Shoshone Park, the baseball field, and Campbell Park. This was done to allow the Public Works employees to focus more on utilities.

Mr. Mickey is working with SEH and Mr. Garcia to get logistics worked out, materials ordered, and permits approved on 4 new projects.

Mayor Craig inquired about the manhole report on follow up, will it be this year's activity? Mr. Mickey confirmed it will be a project for this year; the timing is dependent on when the other projects fall into place.

Mayor Craig asked the board if there were any questions for Mr. Mickey. Trustee Schulz inquired about the compliance section of the Public Works Director Report, and whether the listings are pending or if they were citations. Mr. Mickey explained the process of leading up to a citation starts with an attempt being made to have an in-person meeting with the offender. That is followed up with a certified letter, and is then followed up with a citation if compliance is not met. All of the listings within the 'Compliance' section of the report fall somewhere in that process. Mr. Garcia stated that the Town does not currently have a municipal court judge, making it more challenging to issue a citation. The town is currently working to find a judge to replace the previous judge who tendered his resignation.

Trustee Schulz also asked if there are portions of the water system that are inoperable. Mr. Mickey clarified that there are not; this is simply Public Works being proactive and following protocol ensuring the proper pipes and meters are used. Mr. Mickey stated his intent and goal is to be as cost effective and efficient as possible.

Trustee Tom Atencio posed the question, "Now that irrigation is up, are we using the pump on top at Candeleria Heights? Will it ever be used? Do the lines need to be changed?" Mr. Mickey stated it is not being used. It was run for a month last year, and the system got a gain of 2 PSI on top of the hill. This year different valves were opened, and the pressure increased to 10 PSI. No electricity is being used, but the system has more pressure running the way it is set up this year. Trustee Tom Atencio asked, since Public Works has 4 large projects coming up, will any more workers need to be hired to perform the work? Mr. Garcia responded that the Town will likely be advertising for an additional full time Public Works position.

Mr. Garcia then brought up the hydrovac trailer that was discussed in the last work session. The town would like to purchase a hydrovac trailer; they are not in high quantity or availability and Mr. Mickey has located a new one for sale. The town has been renting a trailer for irrigation repairs due to damage incurred from a homeowner, this has become a piece of equipment that is needed daily. Mr. Garcia asked Mr. Mickey to go ahead and order the trailer since the town has acquired savings through CDOT acquisitions and time

is of the essence. The purchase will need to be funded out of the gas fund or the general fund. The town has the award on the Storm Water Project in which the trailer will likely be used daily. The trailer being purchased is the same size as the trailer being rented, but has more PSI. Purchase price is \$80,000. Trustee Tom Atencio questioned whether the town does indeed have the money to purchase the trailer. Mr. Garcia ensured that the town does. Trustee deKay commented a budget amendment would need to be made for the purchase to be made out of the General Fund or the Gas Fund. Trustee Schulz requested that this item on the agenda to be ratified at next month's meeting. The trailer is expected no later than the end of August.

#### C. Clerk/Treasurer

Ms. Dunton addressed the Board asking if they had reached a decision on whether they wanted to be a part of FAMLI, or to opt out. Should the Board choose to opt out, a resolution needs to be passed at the July meeting. Ms. Dunton pointed out that the majority of municipalities are opting out at this time. Trustee deKay brought up that when it was last discussed, there was only one employee that was in favor, with the rest of the employees being opposed. The Board unanimously agreed they are in favor of opting out of FAMLI. Ms. Dunton will prepare a resolution for the July meeting.

The office opened 06/13/2022 from 9AM-4PM. Still understaffed, administrative assistant, Kelly McCoy, will not return to work until 07/05/2022 due to a death in the family. The opening of the office has been posted on Facebook and the website. The announcement will also go out in the next newsletter. The office hours were posted on the bills sent out at the beginning of June.

Ms. Dunton pointed out that under 'Events' in her report that on July 14 at 6PM, there is a joint work session with La Plata Board of County Commissioners; unsure at this time if it will be in person or the location of the meeting. Board Members will be contacted in advance for anything they would like on the agenda.

Bryttany Medved, with the Ignacio Community Library Summer Reading Program, wrote a thank you note for the Town's donation.

New Deputy Clerk/Treasurer, Michala Hall, was present and introduced. Ms. Dunton stated she is working towards training Ms. Hall to be able to do all aspects of the Clerk position, should there be another unexpected long-term absence.

#### D. Town Manager

Mr. Garcia started his report with the Storm Drainage grant that was awarded in the amount of \$200,000. Permitting for the project, as well as other items, need to be sorted through with CDOT at the beginning of the project. There are longer lead times on receiving pipe that is ordered for the project. The hydrovac trailer being purchased will be used daily on this project, and a small track hoe will likely need to be rented to facilitate the project. The intent of the hydrovac trailer, ordering pipe, and renting the track hoe is to perform the job in house, as the cost estimate from the engineer to contract the work was around \$2 million. The grant that was submitted was broken down into 3 phases. The grant money awarded was for phase 1, which is critical because they are now aware more funding will be applied for through grants for phases 2 and 3. The Town of Ignacio Storm Drainage project was the number one project in this project according to DOLA. A supplemental budget will need to be done, depending on how the Board decides to fund

the project. There is \$100,000 budgeted in Capital Improvement for capital improvements, it is not project specific.

The University of Colorado Technical Assistance Group, who is leading the downtown redevelopment work, is going to be here June 21; flyer went out in utility bills. Two meetings being held in the Abel F. Atencio Community Meeting Room from 3-4:30PM and 5:30-7PM. Encouraged getting the word out and getting community members to attend.

Timber Age Construction is a startup group building cross-laminated timber construction panels in Oxford, CO. The group is looking to grow the plant and get into larger production. Mr. Garcia approached them about building their first model home here in Ignacio as part of the overall affordable housing project. More meetings are planned in the next couple of weeks. The unique aspect of this project is the developer that built Dalton Ranch, in Durango, CO, is very excited to build on the Rock Creek Property, and is a funder of Timber Age Construction. The development plan needs to be put together with him and his company to build on Rock Creek, with the intent of the Timber Age home being on that property. There are 3 conceptual plans the Board approved, SEH is the firm that did the work and has worked with the gentleman that developed Dalton Ranch, Mr. Garcia would like to bring them back to fine tune Rock Creek conceptual plan in order to move forward. Also potential for Ignacio South and the Slaughter House Property to be built on. Timber Age is looking to do 45 houses per year.

Trustee Schulz inquired if there was any formal bid process moving forward with these developers using Municipal funds in accordance to development with town financial backing? Mr. Garcia responded saying there is not a policy requiring that, however it probably wouldn't hurt to see if there are any other developers out there to bid. He also stated that there is not a large pool of developers interested in building affordable housing, as most contractors are making their money in fair market home building. When there is more to report, Mr. Garcia will bring it back during a work session and the Board can meet the teams that have been working on this project with Mr. Garcia. Short term financing might be needed, it might not. TBK and Homes Fund have been contacted for financing and for down payment assistance.

Space to Create - Ignacio was identified as 1 of 9 communities in the state to be a Space to Create project. A plateau was hit in the project; the Town's consultant, Jen Coates, has been working on it to ensure Colorado Creative Industries is on board with the project. Mr. Garcia suspects part of the slowdown has been due to the fact that the Ridgeway Project, the current build, may not be going well as well as hoped, so the program is slowing down. The Ignacio Creative District is working on project, and has invited Colorado Creative Industries to visit Ignacio and see first-hand all that is happening here.

ELHI - The town submitted congressionally directed funding requests with both Senator Bennett and Hickenlooper; both offices forwarded the project. Last week, Senator Hickenlooper's aid, Helen Katich, was here and was given a tour of ELHI and some school properties by Mr. Garcia and Ignacio School District's (ISD) Superintendent, Chris deKay. Money would go for the acquisition of ELHI to ISD, and the school district talked about using funding for teacher housing. A letter was sent to the school board, based on direction from the Board and with Mayor Craig's signature, for a feasibility study. An engineer and architect toured the building on 06/13/22, with the rest of the team coming on Friday, 06/17/22. The first word back from the architect and the engineer is the ELHI

building needs a lot of work. Report should be returned in mid-July. The letter to the school board asked if we could meet in August to discuss plans for the building. The School Board is anxious to hear back from the town, but the town needs a better idea on the condition of the building before moving forward with an official offer. Mr. Garcia inquired if there were any questions or comments, none were fielded.

Downtown Redevelopment Grant still looking for projects, could possibly fund the acquisition of the restaurant supply store at the old American Legion Building on the corner.

Mayor Craig attended the Regional Housing Alliance Meeting, his first to attend, as well as the Broadband Initiative. Mayor Craig sat in on a conference call with Bonfire, doing the build along HWY 172 for the Southern Ute Indian Tribe. Discussions will continue regarding that project.

The administrative server was not responsive Monday after Bear Dance Fire, tech support could not remote in because there was no internet connection. Mayor Craig was recognized for working to restore the server, working approximately 18 hours to restore the server. Another consultant was brought in to fully restore the server based on the initial work Mayor Craig did. The office was fully operational by Tuesday afternoon. Mr. Garcia recommended that the Town give him a gift certificate to Seven Rivers in appreciation for the hours he spent on this endeavor. In order to prevent falling prey to a similar situation, ISD IT director has been contacted to see if he would be interested in taking our IT services on. Servers are old and need replaced. A lot of systems have been moved to the cloud already, i.e. Black Mountain Software. IPD is also cloud based in order to prevent a server being down. Further work is going to be done looking to move more of the town's operations to the cloud to prevent server failure in the future. Trustee Tom Atencio followed in agreement with giving a gift certificate in appreciation of his work.

Ms. Dunton also pointed out that the phones are voice over internet, so when the internet was down, the phones would not ring through to be answered. The office staff did their best to maintain normal operations. Trustee A. deKay inquired if one working land line could be in place should the internet go down again. Mayor Craig informed the Board there is one land line, it is hooked up to the fax machine. The Public Works cell phone and IPD phones remained operational during the outage experienced in the administrative office.

Another opt-out resolution will be brought forth at the July meeting for the Opioid Settlement monies. An IGA was signed stating the monies would be moved to the Southwest Opioid Response Department. Everyone in the region is doing this in order to apply several small amounts into a larger amount and hopefully be able to do more with the funds.

A work session needs to be scheduled coming up in the near future.

CML is next week, Mayor Craig, Mayor Pro Tem Box III, and Clerk/Treasurer Dunton will be attending.

#### E. Town Attorney

Mr. Liberman has been working on the Young Property and real estate purchase matter. Working with Tuggy, Mark, and Chief Philips with CML and FAML I legislation and the proposed form of ordinance to opt out that municipalities can undertake.

Municipalities also have the right to prohibit the sale of Kratom, an opiate, within the municipality.

**VII. TRUSTEE REPORTS**

Trustee deKay recommended doing a sort of welcome back gift for Kelly McCoy upon her return to work. Mr. Garcia stated the office staff did talk about that prior to the service. Flowers were sent on behalf of the town to service. There is a Memorial Fund for the family that a donation can be made to for the family moving forward.

Trustee Schulz reported SoCoCAA Youth Services took 20 kids from Ignacio and surrounding areas to summer camp in Buena Vista at no charge.

**VIII. MISCELLANEOUS:**


An athlete from the gymnastics program won state.


Mayor Craig attended IHS graduation over Memorial Weekend. All of the Town Council is requested to attend next year as there is a seating area reserved on the stage each year.

**IX. ADJOURNMENT**

Being no further business before the Board, Mayor Craig adjourned the meeting at 7:11 PM. The next regularly scheduled meeting will be on Monday, July 11, 2022, at 6:00 PM in the Abel F. Atencio Community Room and via Remote Public Meeting.

  
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Clark Craig, Mayor

  
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Date

  
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Attest: Tuggy Dunton, Town Clerk