

Hugo, Colorado  
August 14, 2017

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on August 14, 2017 at 7:00 P.M. in the Board Room of the Hugo Municipal Building by Mayor Tom Lee. The Pledge of Allegiance to the United States Flag was recited in unison. The following Trustees answered roll call: Trustee Johnson; Trustee Constance; Trustee Dobbs; and Trustee Thelen. Trustee Monroe and Trustee Bandy were absent from the meeting. Mayor Lee declared that there was a quorum of the Board present for the transaction of business.

Staff members present at the meeting were: Town Clerk, Maria Nestor; Public Works Director, Clayton Hale, and Chief Marshal Jesse Schier. Town Attorney, Stan Kimble was not in attendance.

Guests present at the meeting were: Judy Thelen, Lisa Thelen, Jim Thelen, Nick Marcotte, Linda Orrell, Ben Orrell, Gillian Minick, Pam Namenyi, Jeannie Kinnaman, Troy McCue, and Will Publitz representing the Eastern Colorado Plainsman.

The agenda was not voted on.

A motion was made by Trustee Dobbs and a second was made by Trustee Johnson to approve the July 10, 2017 minutes as presented. **THE MOTION CARRIED UNANIMOUSLY.**

Troy McCue with LCEDC presented his written report. In Hugo, he did 5 retention visits; has been helping to staff the Welcome Center; attended the hotel feasibility presentation on 08-02-17; and joined the LCHCC team for a trip to Bennett for health services expansion.

Nick Marcotte with Element Engineering presented the PNA they have done for the new sewer lagoons. A motion was made by Trustee Thelen and a second was made by Trustee Johnson to let Element Engineering submit this PNA to the State Health Department. **THE MOTION CARRIED UNANIMOUSLY.** Also discussed with Element Engineering was doing a PNA for a new water tower. A motion was made by Trustee Dobbs and a second was made by Trustee Johnson to submit a prequalification form to apply for grant money so that a PNA can be done. **THE MOTION CARRIED UNANIMOUSLY.**

Pam Namenyi came before the Board asking for a front lot line variance for a manufactured home that would be placed south of 622 3<sup>rd</sup> Avenue. Some members of the Board had concerns with putting a home on top of an existing sewer line. Trustee Johnson made a motion and Trustee Constance made a second to approve the front lot line variance. Due to the home being placed on an existing sewer line, **THE MOTION FAILED WITH TRUSTEE JOHNSON VOTING IN FAVOR, TRUSTEE CONSTANCE VOTING IN FAVOR, TRUSTEE DOBBS VOTING AGAINST, TRUSTEE THELEN VOTING AGAINST, AND MAYOR LEE BREAKING THE TIE, VOTING AGAINST.** Trustee Constance let the Board know that they had now set a precedence that any property owner who wished to build something would now need to come to the Board and tell the Board if they would be building on top of any existing lines. After a lengthy discussion, a motion was made by Trustee Dobbs and a second by Trustee Johnson to approve the front lot line under the condition the property owner was fully aware of the situation and would remedy it. **THE MOTION CARRIED UNANIMOUSLY.**

Ben Orrell was next on the agenda, and stated that when there was a final draft of the hotel feasibility study they would present it to the Board. He also asked the Board to think about what kind of incentive, if any, they would give a business, like a hotel, if it was to come to Hugo. Trustee Dobbs did state that incentives were a new thing. Twenty years ago, Town's did not give incentives, and a business came because they wanted to. Ben Orrell also asked the Board

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to think what the Town might do to help keep the hospital in Hugo. Ben would also like to see if the Town can do anything about the modular on the West end of Town. He stated that the Town needs a nice Main Street to bring in good economic development.

As an unscheduled guest, Linda Orrell applauded the Board for the decision they made earlier on the water tower.

A motion was made by Trustee Johnson and a second was made by Trustee Dobbs to approve resolution number 252-A RESOLUTION AUTHORIZING RETAIL LIQUOR STORES OR LICENSED DRUG STORES IN THE TOWN OF HUGO, COLORADO TO CONDUCT ON SITE ALCOHOLIC BEVERAGE TASTINGS; AND SETTING FORTH DETAILS IN REGARDS THERETO. THE MOTION CARRIED UNANIMOUSLY. A true and correct copy of this resolution will be kept with this record of proceedings.

A motion was made by Trustee Johnson and a second was made by Trustee Constance to approve a liquor license renewal application for the Plains Bar located at 331 4<sup>th</sup> Street, Hugo, Colorado. THE MOTION CARRIED UNANIMOUSLY.

Trustee Constance reported that the Administrative Committee met on June 20, 2017 and the committee discussed time limits on building permits and demolition permits; are making a recommendation to the Board on the bulk water prices; and had discussions about a recreation board.

A motion was made by Trustee Johnson and a second was made by Trustee Thelen to adopt Ordinance Number 249- THE BOARD OF TRUSTEES OF THE TOWN OF HUGO, LINCOLN COUNTY, COLORADO, DOES HEREBY ORDAIN AND RESOLVE TO SET RATES FOR THE PROVIDING OF WATER TO OUT OF TOWN USERS, TO SET RATES FOR OUT OF TOWN USE, AND TO PRESCRIBE PENALTIES FOR THE VIOLATION OF THIS ORDINANCE. THE MOTION CARRIED UNANIMOUSLY. A true and correct copy of this ordinance will be kept with this record of proceedings.

A motion was made by Trustee Johnson and a second was made by Trustee Constance to reappoint Trustee Thelen to the 2017-2018 CML policy committee. THE MOTION CARRIED UNANIMOUSLY.

Clerk Nestor told the Trustees that there was an invitation in their board packets to the CML District meeting in Burlington.

Public Works Director Hale asked the Board what they wanted to do with the boiler at the swimming pool. He has been looking at used ones which run from \$7,000-9,000 and a new one could run up to 30,000. Trustee Dobbs asked him to contact Dick, at Steel Corner and see if he could custom build one. Clerk Nestor stated she had written a grant letter to the Cooper Clark Foundation asking for some money. Mr. Hale also talked about purchasing a product to help dissolve some of the sludge in the sewer lagoons. This hopefully will reduce the cost of the sludge removal when the time comes to do so. He also told the Board they should be paving the end of September or first of October.

Chief Marshal Schier has not heard anything yet on the school zone study; he is still working on the ATV ordinance and wanted to inform the Board that the State of Colorado has a new law that will go into effect January 2018. The law states that in a residential zone in a Town limit there can be only 12 plants no matter how many people live at the residence. The issue is that it only applies to residential zones. He would like an ordinance written stating that nowhere in the Town

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limits can you have more than 12 plants in a home. The administrative committee will look at this.

Trustee Constance told Mr. Hale that the curb and gutter on Main Street looked very nice. She also scheduled an Administrative Committee meeting for Tuesday August 22, 2017, at 5:30 PM.

Mayor Lee is very concerned with a property up on 8<sup>th</sup> street that had a fire in it, as well as a building on the East end of Town, and a modular on the West end of Town. Chief Marshal Schier stated that he would write the property owners a letter.

There was no unfinished business to be discussed by the Board.

A motion was made by Trustee Johnson and a second was made by Trustee Constance to pay the list of bills presented to the Board and to pay any additional bills not on the list upon approval of the Treasurer and Mayor. THE MOTION CARRIED UNANIMOUSLY.

GENERAL FUND

Eastern Slope Rural Telephone	Telephone Services	357.89
Black Hills Energy	Natural Gas	134.61
KC Electric Association	Electricity	1011.34
Anthem Blue Cross & Blue Shield	Premiums	3810.17
Farm Gas, Inc.	Fuel	599.20
Van Diest Supply Company	Mosquito Spray	372.50
Maria Nestor	Reimbursement for Postage	39.00
Hugo Lumber & Hardware	Supplies	348.58
Parmer's Automotive	Repairs	349.09
East Central Council of Local Governments	3 <sup>rd</sup> Quarter Membership Dues	319.00
Osborne's Supermarket	Supplies	100.03
Ricoh, USA	Copier Contract	116.87
DPC Industries	Pool Chlorine	763.22
Stan Kimble	Attorney Fees	838.50
University of Colorado	Day Care Feasibility Study	1550.00
Chase Card Services	Card Charges	198.68
Limon Florist	Memorial Plant	30.00
Tom Lee	Mayor Expense Reimb.	20.00
Kristie Constance	Trustee Expense Reimb.	10.00
John Thelen	Trustee Expense Reimb.	10.00
Tony Bandy	Trustee Expense Reimb.	10.00
Richard Johnson	Trustee Expense Reimb.	10.00
Lucy Monroe	Trustee Expense Reimb.	10.00
David Dobbs	Trustee Expense Reimb.	10.00
Arbor Day Foundation	Membership Dues	25.00
Pinnacol Assurance	Workman Compensation Ins.	897.00
Verizon Wireless	Telephone Expense	138.51
Jesse Schier	Health Savings Account	562.50
Maria Nestor	Health Savings Account	562.50
Casey Thelen	Health Savings Account	283.30
Steven Ryan	Health Savings Account	283.30
Casey Thelen	Salary	2394.85
Vicki Moore	Salary	507.92
Maria Nestor	Salary	2565.27

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Jesse Schier	Salary	2412.96
Steven Ryan	Salary	2031.60
Austin Clymer	Salary	1419.36
Damon Gossett	Salary	759.13
Heather Graham	Salary	692.71
Taryn Book	Salary	652.39
Nick Knutson	Salary	342.61
Greg Tidquist	Salary	537.80
Town of Hugo Payroll Fund	Payroll Withholdings	3376.22
Colorado Dept. of Revenue	State Withholdings	520.00
CCOERA	Retirement	385.80
Aflac	Premiums	97.30
CCOERA	Retirement	50.00
Town of Hugo Payroll Fund	FPPA	1274.63
Family Support Registry	Support	200.00

#### WATER FUND

Eastern Slope Rural Telephone	Telephone Expense	39.29
Black Hills Energy	Natural Gas	11.55
KC Electric Association	Electricity	934.08
Anthem Blue Cross & Blue Shield	Premiums	1196.88
Farm Gas, Inc.	Fuel	50.87
Hugo Lumber & Hardware	Supplies	146.76
Dana Kepner Co.	Water Supplies	203.07
Aqua Smart, Inc	Water Supplies	958.80
Colorado Dept. of Public Health	July Environmental Tests	145.00
Chase Card Services	Card Charges	164.05
DPC Industries	Chlorine Rental	70.00
Doris McDonnell	Water Deposit Refund	85.00
Clayton Hale	Health Savings Account	283.30
Patricia Johnson	Health Savings Account	562.50
Colorado Dept. of Public Health	Water Sample Fee	20.00
Clayton Hale	Salary	2568.57
Patricia Johnson	Salary	2070.42
Town of Hugo Payroll Fund	Payroll Withholdings	1451.00
Colorado Dept. of Revenue	State Withholdings	189.00
CCOERA	Retirement	180.00

#### SEWER FUND

Black Hills Energy	Natural Gas	12.12
KC Electric Association	Electricity	219.86
Element Engineering	Sewer Lagoon Project	2387.50
Jeremiah Forristall	Salary	1757.22
Town of Hugo Payroll Fund	Payroll Withholdings	491.55
Colorado Dept. of Revenue	State Withholdings	54.00
Family Support Registry	Support	227.00

#### TRASH FUND

Anthem Blue Cross & Blue Shield	Premiums	814.11
Farm Gas, Inc.	Fuel	141.33
Lincoln County Treasurer	Landfill Fees	780.00

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Randy Trainer	Health Savings Account	283.30
Randy Trainer	Salary	2204.77
Town of Hugo Payroll Fund	Payroll Withholdings	770.00
Colorado Dept. of Revenue	State Withholdings	108.00
CCOERA	Retirement	90.00
Aflac	Premium	56.00

STREET LIGHT FUND

KC Electric Association	Street lights	1157.95
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SALES AND USE TAX FUND

Hugo Lumber & Hardware	Curb & Gutter Rebar	1108.54
Valcrete, Inc.	Concrete	7290.00
Martin Marietta	Asphalt	1281.42

There being no further business to come before the Board, a motion was made by Trustee Monroe and a second was made by Trustee Constance to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.

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Tom Lee/ Mayor

ATTEST:

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Maria Nestor/ Town Clerk