

Hugo, Colorado
August 8, 2016

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on August 8, 2016 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 Tony Bandy; Trustee Kristie Constance; Trustee Sam Emmerling; and Trustee John Thelen. Trustee Monroe and Trustee Johnson were not present for this 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; and Chief Marshal, Jesse Schier. Town Attorney, Stan Kimble and Public Works Director, Clayton Hale was not present for this meeting.

Guests present at the meeting were: Ben Orrell, Lisa Thelen, Jim Thelen, Judy Thelen, Troy McCue and Will Bublitz representing the Eastern Colorado Plainsman.

A motion was made by Trustee Bandy and a second was made by Trustee Emmerling to approve the agenda as presented. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Emmerling and a second was made by Trustee Bandy to approve the July 11, 2016 minutes, and the July 20, 2016 minutes as presented. THE MOTION CARRIED UNANIMOUSLY.

Troy McCue with LCEDC reported to the Board that he had six business retention visits in Hugo; was managing the incoming funds for the Country Living Learning Center; has been working with the Hugo Inn marketing retail space on the west end of the property; and assisted HIP with concessions at the ranch rodeo. His detailed report was given to the Board.

There were no unscheduled guests with business for the Board.

Ben Orrell, representing HIP, came before the Board again discussing the possibility of a Welcome Center being opened in the West end of the Depot facility. It would be open from May 1, 2017 to after the October Fest in October 2017. With more discussion on liability insurance, this was tabled until next month so Clerk Nestor can clarify with the insurance company the difference between the Welcome Center and the Hedlund House Museum.

Clerk Nestor stated that she had received a tavern liquor license renewal application for the Plains Bar located at 331 4th Street, Hugo. She reported that the application was in order and the appropriate funds had been submitted. Trustee Emmerling made a motion and Trustee Constance made a second to approve the tavern liquor license renewal application for the Plains Bar. THE MOTION CARRIED UNANIMOUSLY.

Clerk Nestor reported to the Board that she had received a retail liquor license renewal application for the Hugo Liquor Store, located at 523 4th Street, Hugo. The application was in order and the appropriate funds had been submitted. Trustee Emmerling made a motion and Trustee Bandy made a second to approve the retail liquor license renewal application for the Hugo Liquor Store. THE MOTION CARRIED UNANIMOUSLY.

Trustee Constance reported to the Board that the Administrative Committee met on July 18th with Judge Edwards and Attorney Kimble. The Judge explained some new house bills that have been passed and could have an effect on municipalities and the courts. Attorney Kimble had gone through some of the ordinance changes that the committee has been discussing and gave his opinion on them. On August 3rd the committee met and continued to work on definitions in the

August 8, 2016

Page 2

nuisance ordinance. They also discussed the ordinance on golf carts and scooters, and wanting to add ATV's and side by sides to the ordinance. The committee also discussed the water billing and the delinquent process.

A motion was made by Trustee Bandy and a second by Trustee Constance to reelect Trustee Thelen to continue to serve as the Town's representative on the 2016-2017 CML Policy Committee. THE MOTION CARRIED UNANIMOUSLY.

In her report, which was combined with the Public Works Directors report, Clerk Nestor told the Board that there was an invitation in their Board packet to the 2016 CML District 5 meeting in Stratton on September 20, 2016; she and Clayton have been discussing ideas about security for the water wells; she was asked if the Town would reimburse Public Health for \$436.15 that they spent on food for volunteers, and for bottled water that was bought from the Loaf n Jug in Limon; she also told the Board that the tanker of water from Colorado Springs Utilities would be about \$4000.00, and that John DeWitt was working with the State of Colorado who may pay 50-75% of that cost, but she was asked if the Town would consider paying half of whatever the balance would be; she stated that Trustee Johnson said the After Action Report for the water issue would be ready soon and in the Trustees September board packets; she is working with Colorado.gov to get set up for credit card payments; curb and gutter has been completed; and the swimming pool will close for the season on Friday, August 12, 2016; and the Public Works department will be overlaying 7th Street in late September.

The Board stated that they did not want to pay for anything on the water issue until they had a report from start to finish, explaining how it all started.

Chief Marshal Schier stated that his office did not have a huge role in the water issue because it was a Sheriff's Office investigation, due to the fact that the wells fall outside city limits, and fall outside of his jurisdiction. The Hugo Marshals office did a support role. He stated that there have been some issues with the patrol cars, one needing a new fuel pump and the other having a back window broke. He said both vehicles have been fixed and are back in business. His written report was included in the board packets.

Trustee Thelen called for a Public Safety meeting on Monday, August 22, 2016 at 6:30 PM.

Mayor Lee told the Board he attended a meeting with landowners, and law enforcement about the cattle being shot north of Hugo, and they are asking for everyone's help. If the public sees something, please report it. He also stated that the Lincoln County Sheriff has requested that the Hugo Marshals office help patrol the county road north of the fairgrounds to the first curve.

Trustee Emmerling made a motion and Trustee Thelen made a second to pay the list of bills presented to the Board, and pay any additional bills not on the list upon approval of the Treasurer and Mayor. THE MOTION CARRIED UNANIMOUSLY.

GENERAL FUND		
Farm Gas, Inc.	Fuel	634.14
Ricoh	Copier Contract	120.57
Witt Boy's NAPA	Parts	340.71
Chase Card Services	Card Charges	349.39
Parmer's Automotive	Repairs	934.99
Hugo Lumber & Hardware	Supplies	494.16
Osborne's Supermarket	Supplies	143.05

August 8, 2016

Page 3

Colorado Municipal	2017 Dues	85.00
Stan Kimble	Attorney Fees	778.90
Eastern Slope Rural Telephone	Telephone Service	321.35
KC Electric Association	Electricity	995.57
Black Hills Energy	Natural Gas	308.67
Anthem Blue Cross & Blue Shield	Premiums	3390.46
Tom Lee	Mayor Reimb. Expense	20.00
Kristie Constance	Trustee Reimb. Expense	10.00
Sam Emmerling	Trustee Reimb. Expense	10.00
John Thelen	Trustee Reimb. Expense	10.00
Tony Bandy	Trustee Reimb. Expense	10.00
Richard Johnson	Trustee Reimb. Expense	10.00
Lucy Monroe	Trustee Reimb. Expense	10.00
Hugo Public Library	2 nd ½ Transfer	8500.00
Verizon Wireless	Telephone Service	80.02
Pinnacol Assurance	Premiums	991.00
SS Heating & Air-Conditioning	Repair of Air-Conditioner	90.00
Black Hills Energy	Natural Gas- Swimming Pool	85.50
Maria Nestor	Health Savings Account	281.25
Jesse Schier	Health Savings Account	562.50
Dylan Maddalena	Health Savings Account	279.16
Casey Thelen	Health Savings Account	279.16
Kenny Stroud	Health Savings Account	562.50
Casey Thelen	Salary	2366.06
Vicki Moore	Salary	507.92
Maria Nestor	Salary	2524.60
Carlen Thelen	Salary	849.78
Samantha Winterberg	Salary	576.83
Heather Graham	Salary	667.96
Ariel Bray	Salary	594.99
Jesse Schier	Salary	2464.65
Dylan Maddalena	Salary	1980.00
Town of Hugo Payroll Fund	Payroll Withholdings	2957.51
Colorado Department of Revenue	State Withholdings	491.00
CCOERA	Retirement	762.66
Aflac	Premium	97.30
CCOERA	Retirement	50.00
Town of Hugo Payroll Fund	FPPA	1226.96
Family Support Registry	Support	200.00
US Postal Service	Envelopes	327.25

WATER FUND

Farm Gas, Inc	Fuel	172.77
Chase Card Services	Card Charges	136.00
Colorado Department of Public Health	Water Testing	220.00
Dana Kepner Company	Supplies	184.08
Evergreen Systems & Technology	Scata Computer	359.33
Judy Vick	Water Deposit Refund	85.00
Tim Kerns	Water Deposit Refund	85.00
Eastern Slope Rural Telephone	Telephone Service	37.25
KC Electric Association	Electricity	1024.40

August 8, 2016

Page 4

Black Hills Energy	Natural Gas	10.89
Anthem Blue Cross & Shield	Premiums	1587.41
Grainger	Parts	134.73
DPC Industries	Cylinder Rental	80.00
Colorado Department of Public Health	Water Sample Fee	20.00
Maria Nestor	Health Savings Account	281.25
Patricia Johnson	Health Savings Account	562.50
Clayton Hale	Salary	2427.87
Patricia Johnson	Salary	2031.75
Town of Hugo Payroll Fund	Payroll Withholdings	1377.75
Colorado Department of Revenue	State Withholdings	180.00
CCOERA	Retirement	345.00
DPC Industries	Chlorine	190.41
US Postal Services	Envelopes	100.00

SEWER FUND

Farm Gas, Inc	Fuel	44.18
Chase Card Services	Card Charges	22.28
KC Electric Association	Electricity	126.45
Anthem Blue Cross & Shield	Premiums	694.82
Earl Simon Pipe Cleaning	Cleaning of Sewer Lines	5000.00
Clayton Hale	Health Savings Account	279.16
Kenny Stroud	Salary	1955.40
Cody Chambers	Salary	1581.24
Town of Hugo Payroll Fund	Payroll Withholding	858.72
Colorado Department of Revenue	State Withholding	97.00
CCOERA	Retirement	144.00
US Postal Service	Envelopes	100.00

TRASH FUND

S.E. & E.C. Recycling	Recycling	368.73
Lincoln County Treasurer	Landfill Fees	877.50
Farm Gas, Inc	Fuel	144.88
Chase Card Services	Card Charges	71.00
Parmer's Automotive	Repairs	12.24
Anthem Blue Cross & Shield	Premiums	792.00
Randy Trainer	Health Savings Account	279.16
Randy Trainer	Salary	2160.52
Town of Hugo Payroll Fund	Payroll Withholdings	775.35
Colorado Department of Revenue	State Withholdings	108.00
CCOERA	Retirement	177.00
Aflac	Premiums	43.30

STREET LIGHT FUND

KC Electric Association	Street Lights	1212.20
-------------------------	---------------	---------

SALES AND USE TAX FUND

Valcrete, Inc.	Curb & Gutter	8835.00
Martin Marietta	Asphalt	767.04
Martin Marietta	Asphalt	3671.85

August 8, 2016
Page 5

The next regularly scheduled meeting of the Board of Trustees will be Monday, September 12, 2016, commencing at 7:00 P.M. in the Board Room of the Hugo Municipal Building.

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

Tom Lee/ Mayor

ATTEST:

Maria Nestor/Town Clerk