

Hugo, Colorado
February 13, 2017

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on February 13, 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. Clerk Nestor administered the oath of office to Trustee Dobbs, who had been appointed by the Board to fill the seat that was vacated by Trustee Emmerling. The following Trustees answered roll call: Trustee Monroe; Trustee Johnson; Trustee Bandy; Trustee Constance; Trustee Dobbs; and Trustee Thelen. 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. Public Works Director, Clayton Hale and Town Attorney, Stan Kimble was not present at this meeting.

Guests present at the meeting were: Judy Thelen, John Laborde, Gillian Minick, and Will Bublitz representing the Eastern Colorado Plainsman.

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

A motion was made by Trustee Johnson and a second was made by Trustee Thelen to approve the January 9, 2017 and January 17, 2017 minutes as presented. THE MOTION CARRIED UNANIMOUSLY.

Trustee Dobbs made a motion and Trustee Johnson made a second to table building permit number 760, until the March 2017 regular meeting of the Board. THE MOTION CARRIED UNANIMOUSLY.

Troy McCue addressed the Board and handed out his monthly report. In Hugo he had seven business retention visits, has a potential SBDC client regarding possible Hugo Apartments purchase and restoration, and he attended a HIP meeting. He would like the Board to consider if they still want to do a hotel market study. If the Board wants to do the study, they can do it now or later when it becomes part of the strategic plan for Hugo. The study would include the existing hotel and any additional hotels. The study could partially be covered by a grant through DOLA but the Town could be on the hook for \$1,200.00 to \$1,600.00. He also attended the History Colorado's Most Endangered award designation, which was in Denver.

As an unscheduled guest, John Laborde of Hugo addressed the Board. He talked in great length about the Harvey houses and explained that one in Hugo and one in Walls, Kansas were the first two to be built. He wishes the Town of Hugo would promote their Hedlund House Museum more.

Mayor Lee appointed Trustee Dobbs to the Public Works and Public Safety Committee. Trustee Bandy will be the chairperson of the Public Works Committee.

Kristie Constance reported to the Board from the Administrative Committee meeting on January 20, 2017. The committee modified the timeline of the complaint policy, talked about giving the employees the Friday after Thanksgiving off instead of Columbus Day; they set the date, time, and place for the Town Wide meeting, discussed the property at 513 3rd Avenue, Hugo, and discussed changes to the lease agreement for the pasture land. Trustee Johnson made a motion and Trustee Constance made a second to approve the changes in the personnel policies giving the employees the Friday after Thanksgiving off instead of Columbus Day, and to approve the

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recommended changes to the complaint policy. THE MOTION CARRIED UNANIMOUSLY. A motion was made by Trustee Monroe and a second was made by Trustee Dobbs to contact someone to do asbestos testing at the house located at 513 3rd Avenue, Hugo. THE MOTION CARRIED UNANIMOUSLY.

February 20, 2017 at 6:30 PM will be another Administrative Committee meeting to continue working on the “to do” list.

The Public Works Director’s report was written and given to the Trustees. Clerk Nestor explained that RG Engineering sent her a report at 4:00 PM stating that they are waiting to hear from CDPHE to schedule a pre-qualification meeting. CDPHE is also exploring an issue with FEMA and the Town back in 1985. They did not elaborate. Trustee Dobbs asked if the Town has ever re-done the flood plain map and joined the National Flood Insurance Plan. This is on the Administrative Committees list of things to discuss.

Chief Marshal Schier asked the Board if they wanted to have the Town trailer as a place a new deputy could live in, and if so, would he/she rent it or would it be rent free? After a lengthy discussion a motion was made by Trustee Dobbs and a second was made by Trustee Constance to let Marshal Schier advertise the position of Deputy Marshal and include in the benefit package that housing accommodations (the Town trailer) will be provided by the Town of Hugo. THE MOTION CARRIED with Trustee Bandy voting against the motion. Marshal Schier stated the Sheriff Department is helping him out and he would be using his reserve officers while looking for a Deputy Marshal. He also stated that the Tahoe was in the shop, the speed sign was still not working and he had received a couple applications.

Trustee Bandy wanted to know what happened with the discussion about re-naming the Railroad Park. Clerk Nestor will look into it. Trustee Bandy, Trustee Monroe and Judy Thelen will meet at the Depot on February 21, 2017 at 6:30 PM to discuss the Welcome Center.

Trustee Dobbs is the Town’s representative on the LCEDC Board, but has bought in on his own, so would like to have someone else be the representative. Trustee Johnson made a motion and Trustee Dobbs made a second to appoint Trustee Thelen to be the Town’s representative on the LCEDC Board.

There was no unfinished business to come before the Board.

Trustee Johnson made a motion and Trustee Monroe 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		
East Central Council of Local Govt.	2017 Dues	319.00
Osborne’s Supermarket	Supplies	106.76
Black Hills Energy	Natural Gas	695.18
Hugo Lumber & Hardware	Supplies	1093.44
Parmer’s Automotive	Repairs	39.84
TASER International	Annual Assurance Plan	410.00
Farm Gas, Inc.	Fuel	258.55
Witt Boy’s NAPA	Supplies	1285.68
Eastern Slope Rural Telephone	Telephone Expense	266.96

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Ricoh USA, Inc.	Copies Contract	111.26
Anthem Blue Cross & Blue Shield	Premiums	3808.89
KC Electric Association	Electricity	645.60
Eastern Colorado Plainsman	Publication	134.39
Chase Card Services	Card Charges	264.38
Stan Kimble	Attorney Fees	756.05
Eastern Colorado Veterinary	Pet Program	140.00
Hugo Public Library	1 st ½ 2017 Transfer	8500.00
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
El Paso County Sheriff Dept.	Civil Service	25.00
CCNC, Inc.	2017 Membership Fee	100.00
Pinnacol Assurance	Premiums	514.00
Cranmore Fire Protection LLC	Inspection	112.00
J.P. Cooke Company	2017-2018 Dog Tags	104.95
Verizon Wireless	Telephone Service	138.43
Jesse Schier	Health Savings Account	562.50
Maria Nestor	Health Savings Account	562.50
Casey Thelen	Health Savings Account	283.30
Dylan Maddalena	Health Savings Account	50.60
Casey Thelen	Salary	2394.85
Vicki Moore	Salary	507.92
Maria Nestor	Salary	2565.27
Jesse Schier	Salary	2412.96
Dylan Maddalena	Salary	2142.64
Town of Hugo Payroll Fund	Payroll Withholdings	2402.92
Colorado Dept. of Revenue	State Withholdings	432.00
CCOERA	Pension	791.52
Aflac	Premiums	156.45
CCOERA	Premiums- Deferred Comp.	50.00
Town of Hugo Payroll Fund	FPPA	1341.71
Family Support Registry	Support	200.00

WATER FUND

Black Hills Energy	Natural Gas	88.23
Colorado Rural Water	System Membership Fee	275.00
Farm Gas, Inc.	Fuel	133.26
Eastern Slope Rural Telephone	Telephone Services	37.10
Express Toll	Public Works Expense	7.10
Anthem Blue Cross & Blue Shield	Premiums	1196.88
KC Electric Association	Electricity	856.90
Eastern Colorado Plainsman	Publication	400.00
Doris McDonnell	Water Meter Deposit	170.00
DPC, Industries	Cylinder Rental	40.00
CDPHE	Water Sample Fee	20.00
Clayton Hale	Health Savings Account	283.30
Patricia Johnson	Health Savings Account	562.50
Clayton Hale	Salary	2568.57
Patricia Johnson	Salary	2070.42

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Town of Hugo Payroll Fund	Payroll Withholdings	1451.00
Colorado Dept. of Revenue	State Withholdings	189.00
CCOERA	Pension	360.00
Larry Gotschall	Water Deposit Refund	85.00
Jana Ewing	Water Deposit Refund	85.00

SEWER FUND

Earl Simon Pipe Cleaning	Pipe Cleaning	1500.00
Black Hills Energy	Natural Gas	10.89
Farm Gas, Inc.	Fuel	37.63
Teledyne Instruments	Analog Input Card Assembly	399.10
Sunrise Environmental	Enviro-Solve	336.36
Anthem Blue Cross & Blue Shield	Premiums	1284.92
KC Electric Association	Electricity	260.08
Dana Kepner Company	Sewer Man Hole Cover	444.60
GMS Consulting	Preliminary Engineering Report	25000.00
Kenny Stroud	Health Savings Account	562.50
Kenny Stroud	Salary	1997.07
Town of Hugo Payroll Fund	Payroll Withholdings	506.85
Colorado Dept. of Revenue	State Withholdings	60.00
CCOERA	Pension	147.00

TRASH FUND

Hugo Lumber & Hardware	Supplies	4.26
Farm Gas, Inc.	Fuel	279.96
Witt Boy's NAPA	Supplies	339.50
Anthem Blue Cross & Blue Shield	Premiums	814.11
Chase Card Services	Card Charges	110.52
Lincoln County Treasurer	Landfill Fees	1040.00
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	Pension	180.00
Aflac	Premiums	56.73

STREET LIGHT FUND

KC Electric Association	Street Lights	1212.20
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The next regularly scheduled meeting of the Board of Trustees will be Monday, March 13, 2017, 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 Johnson and a second was made by Trustee Dobbs to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.

Tom Lee/ Mayor

ATTEST:

Maria Nestor/ Town Clerk

