

Hugo, Colorado
July 10, 2017

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on July 10, 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 Monroe; Trustee Bandy; Trustee Constance; Trustee Dobbs; and Trustee Thelen. Trustee Johnson was 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, Chief Marshal Schier, and Town Attorney, Stan Kimble.

Guests present at the meeting were: Judy Thelen, Gillian Minick, Jeannie Kinnaman, Lisa Thelen, Jim Thelen, Vicki Edwards, Troy McCue, James Russell, Faye Harding, and Will Bublitz representing the Eastern Colorado Plainsman.

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

A motion was made by Trustee Monroe and a second was made by Trustee Thelen to approve the June 12, 2017 minutes as presented. THE MOTION CARRIED UNANIMOUSLY. A motion was made by Trustee Monroe and a second was made by Trustee Constance to approve the June 26, 2017 minutes as presented. THE MOTION CARRIED UNANIMOUSLY.

Troy McCue and James Russell with LCEDC presented their written report. In Hugo they did 5 retention visits; have been helping to staff the Welcome Center; will attend the HIP meeting on July 20, 2017; and have attended several events at the LCHCC. They also have submitted a certified small business community initiative grant application which if received Troy could hire a part time person to help with the SBDC portion of his job. A Board workshop was scheduled for Tuesday, July 25, 2017 at 5:30 P.M. to work on stage 2 of the strategic plan for the Town.

Judge Edwards addressed the Board telling them that the municipal courts across Colorado have been under attack for the ACLU for a number of years. She stated that the purpose of the ACLU attacks on municipal courts is to limit and then phase them out. After giving several examples of what she cannot do in the courts anymore, she asks that the mayor and trustees think about testifying against any future ACLU sponsored laws coming before the Colorado Assembly. She also said it would be good if Attorney Kimble would draw up a contract stating that she is bound by the Judicial Code of Ethics.

Nick Stewart was on the agenda but was not in attendance. Attorney Kimble stated that Penny Wilkins had worked with a surveyor and worked out the problem with the lots Mr. Stewart had bought.

As an unscheduled guest, Judy Thelen representing HIP gave a report on the Welcome Center. Since last month they have had 23 people stop from 6 different states; they now have the 2017 Colorado Vacation Guide at the Welcome Center; and are still looking for volunteers.

As an unscheduled guest, Faye Harding wanted to know about the boiler not working at the pool. This will be addressed in the Public Works Directors report.

By the authority granted to him by C.R.S.24-90-108 (2) (a) Mayor Lee appointed Peggy Lee to the Hugo Public Library Board of Trustees for a term of office expiring January 1, 2022.

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A motion was made by Trustee Dobbs and a second was made by Trustee Bandy to approve this appointment. THE MOTION CARRIED UNANIMOUSLY.

Clerk Nestor had no report this month.

Public Works Director Hale reported that on July 11, 2017 they will begin curb and gutter; and will be replacing several pans. He also reported that the boiler at the pool was not working but the pool water is safe to swim in. He is waiting to see if and when he can get parts to fix the boiler. Continuing in his report he stated there were 6 people who submitted applications for the maintenance position and he wished to interview 4 of them. Interviews were set up for Wednesday, July 12, 2017 at 5:30 pm. A motion was made by Trustee Constance and a second was made by Trustee Monroe to allow the Public Works Committee do the hiring. THE MOTION CARRIED UNANIMOUSLY. He also reported that he had not heard back from Klotz Sand Company on purchasing water; that a citizen of Hugo did not like that the standard operating practice of the Town on extending or replacing a sewer line was at the cost of the property owner, and that if a paved road had to be cut to do so, the property owner would be charged \$150.00 for that cut. Clerk Nestor will write him a letter. He also stated that the project at the Sand Creek properties is almost complete; they will be working on a sewer line extension on 7th street, and Nick with Element Engineering is still working on the planning grant and the project needs assessment.

Chief Marshal Schier reported that Deputy Ryan will be done with his field training at the end of the week; he received a letter from Patsy Tompkins about the speed up and down on First Avenue; he talked to Ted Sped at CDOT who was the engineer who came out and did the traffic study for the proposed school zone. He will be meeting with other engineers to discuss this. Trustee Bandy asked him to call Pasty Tompkins and visit with her about this.

Attorney Kimble reported that in regards to the blocks in the town that are missing some feet, it would take re-platting, and getting signatures of the owners and mortgage holders in the plat. Scott Kimble has done a lot of the surveying already and BJ Olson has software to do the plat, the Town would need to get all the title work for owners and lien holders for the areas in the plat. He stated he thought the cost would be considerable. No action was taken on this at this meeting.

There was no Trustee's report.

There was no Mayor's report.

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

A motion was made by Trustee Dobbs and a second was made by Trustee Monroe 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		
Anthem Blue Cross & Blue Shield	Premiums	3810.17
Colorado State Treasurer	Unemployment Tax	241.99
LCEDC	2 nd Half 2017 Contribution	2916.00
Hugo Public Library	2 nd Half 2017 Transfer	8500.00
Green Horizons	Lawn Care	350.00
Stan Kimble	Attorney Fees	599.30
Farm Gas, Inc.	Fuel	440.52
Parmer's Automotive	Repairs	912.87

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Witt Boy's NAPA	Parts	273.48
Osborne's Supermarket	Supplies	93.82
Black Hills Energy	Natural Gas	324.68
KC Electric Association	Electricity	937.31
Eastern Slope Rural Telephone	Telephone Service	282.32
Hugo Lumber & Hardware	Supplies	286.78
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
Chase Card Services	Card Charges	2173.79
DPC Industries	Chlorine	381.61
NEVE'S	Public Safety Expense	31.50
Verizon Wireless	Telephone Expense	138.51
Pinnacol Assurance	Premiums	897.00
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
Austin Clymer	Salary	1245.10
Heather Graham	Salary	918.22
Taryn Book	Salary	986.49
Nick Knutson	Salary	1061.65
Greg Tidquist	Salary	926.57
Jessie Schier	Salary	2412.96
Steven Ryan	Salary	2090.60
Town of Hugo Payroll Fund	Payroll Withholdings	3632.18
Colorado Dept. of Revenue	State Withholdings	574.00
CCOERA	Retirement	603.60
Aflac	Premiums	97.30
CCOERA	Retirement	50.00
Fire & Police Pension Association	Retirement	1274.63
Family Support Registry	Support	200.00
Smart Watt Inc.	Insulation at the Depot	357.49

WATER FUND

Anthem Blue Cross & Blue Shield	Premiums	1196.88
Farm Gas, Inc.	Fuel	108.69
RVS Software	Billing Supplies	66.27
Parmer's Automotive	Repairs	15.00
Black Hills Energy	Natural Gas	10.90
KC Electric Association	Electricity	926.45
Eastern Slope Rural Telephone	Telephone Expense	39.29
Hugo Lumber & Hardware	Supplies	60.59
Colorado Dept. of Public Health	Drinking Water Annual Fee	220.00
Colorado Dept. of Public Health	Water Sample Fee	20.00

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DPC Industries	Chlorine Rental	70.00
Patricia Johnson	Health Savings Account	562.50
Clayton Hale	Health Savings Account	283.30
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	360.00

SEWER FUND

Element Engineering LLC	Work on PNA	8017.50
Farm Gas, Inc.	Fuel	44.40
Black Hills Energy	Natural Gas	10.89
KC Electric Association	Electricity	218.15
Hugo Lumber & Hardware	Supplies	81.43
Chase Card Services	Card Charges	86.03
Dana Kepner Co	Supplies	67.19
Sunrise	Supplies	335.48
Earl Simon Pipe Cleaning	Pipe Cleaning	5541.05
Kenny Stroud	Salary	1082.00
Damon Gossett	Salary	866.19
Jeremiah Forristall	Salary	197.39
Town of Hugo Payroll Fund	Payroll Withholdings	438.00
Colorado Dept. of Revenue	State Withholdings	32.00
CCOERA	Retirement	73.80

TRASH FUND

Lincoln County Treasurer	Landfill Fees	780.00
Anthem Blue Cross & Blue Shield	Premiums	814.11
Farm Gas, Inc.	Fuel	220.01
SE & EC Recycling Association	Recycling	368.73
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	180.00
Aflac	Premiums	56.73

STREET LIGHT FUND

KC Electric Association	Street Lights	1212.20
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SALES AND USE TAX FUND

Cobitco	Asphalt	7218.13
Martin Marietta	Chip Rock	2062.18
Aeschliman Construction	Curb & Gutter Project	12245.50
Halde Redi-Mix	Curb & Gutter Project	1310.00

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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.

Tom Lee/ Mayor

ATTEST:

Maria Nestor/ Town Clerk