

Hugo, Colorado
November 14, 2016

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on November 14, 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 Monroe; Trustee Johnson; Trustee Bandy; Trustee Constance; Trustee Emmerling; 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; Public Works Director, Clayton Hale; and Chief Marshal, Jesse Schier. Town Attorney, Stan Kimble was not present for the meeting.

Guests present at the meeting were: Judy Thelen, Lora White, Gillian Minick, James Nyal Smith, Parker Newbanks, Beverly Newbanks, Emily Poss, Jeannie Kinnaman, Troy McCue, and Will Bublitz representing the Eastern Colorado Plainsman.

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

A motion was made by Trustee Emmerling and a second was made by Trustee Johnson to approve the October 10, 2016 minutes as presented. THE MOTION CARRIED UNANIMOUSLY.

First on the agenda was Troy McCue who in his report showed he had 6 business retention visits in Hugo; is launching a project for medical personnel housing project; and is helping facilitate housing contracts and conversations for construction companies in Hugo. He also stated that he has started the interview process for the vista volunteer.

Mayor Lee opened the public hearing for the transfer of ownership liquor license for the Hugo Liquors. Clerk Nestor explained that she received an application for a transfer of ownership for the Hugo Liquors from Gillian Minick and James Nyal Smith. She stated the application was in order and all the appropriated funds had been submitted. Mr. Parker Newbanks spoke in favor of the application and there was no one who spoke against the application. There were no questions for the applicants by the Board members, so Mayor Lee closed the hearing. A motion was made by Trustee Emmerling and a second was made by Trustee Johnson that the Local Licensing Authority of the Town of Hugo grant the transfer of ownership application to Gillian Minick and James Nyal Smith for the Hugo Liquor Store, with the following conditions: when the closing of the Hugo Liquor Store has taken place and is final, then a temporary liquor license will be issued by the local licensing authority, until the state of Colorado issues their license. THE MOTION CARRIED UNANIMOUSLY. MEMO: Clerk Nestor talked to the Colorado Dept. of Revenue Liquor Licensing Department the following day, and they said the local licensing authority needs to issue the temporary permit before the actual closing on the building. She emailed the Board members what she was told, and then proceeded to issue the temporary license.

Lora White and Emily Poss addressed the Board asking to run a grant from DOLA, for part of the feasibility study for the County Learning Living Center, through the Town of Hugo, and its financial books. Clerk Nestor stated she had spoken to Greg Etl at DOLA and this does not seem to be a problem. A motion was made by Trustee Monroe and a second by Trustee Constance to allow the grant money for the feasibility study for the Country Learning Living Center to be run through the Town of Hugo. THE MOTION CARRIED UNANIMOUSLY.

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There were no unscheduled guests with business to come before the Board.

Clerk Nestor told the Board she had received a renewal application from Mini Mart Inc. dba Loaf N Jug #68 located at 109 W. 4th Street, Hugo for a 3.2% beer off premise liquor license. The application was in order and the appropriate funds had been submitted. Marshal Schier stated he had no issues with the Loaf N Jug. A motion was made by Trustee Johnson and a second was made by Trustee Monroe to approve the 3.2% beer off premise liquor license for the Mini Mart, Inc. dba Loaf n Jug #68. THE MOTION CARRIED UNANIMOUSLY.

Trustee Emmerling reported to the Board that on October 17, 2016, there was a Board workshop and they met with RG Engineering to get a second opinion on the information the Board had received from GMS Engineering. Discussions were about what kind of sewer facility the Board wants; the significant difference in cost between RG Engineering and GMS Engineering; and also decided that at the November 2016 board meeting they would make a decision on which engineering company they wanted to hire. Public Works Director Hale told the Board that as requested by the Board he had started investigating taking samples from the monitoring wells. After visiting with Randy Og from Colorado Department of Health Water Quality Division, they found out there were no records of the monitoring wells being licensed with the State of Colorado. Mr. Og wanted to see the map from the PER and from the drill logs. Randy Og told Mr. Hale that the Town would be wasting their money to do any monitoring at those wells because they were drilled in the wrong place, and that the samples would be an automatic "fail". Mr. Hale told the Board that they also met with an engineer and a person from the finance department of Colorado Dept. of Health. He was told that Hugo would qualify for the \$10,000.00 planning grant and also for the \$250,000.00 designs and engineering grant. They also told Mr. Hale that when they go to renew our sewer permit the Town will be out of compliance. Mr. Hale reported that he is getting prices for the flow meter. After some other discussion, a motion was made by Trustee Thelen and a second was made by Trustee Monroe to hire RG Engineering to consult with us on our sewer lagoons. THE MOTION CARRIED UNANIMOUSLY.

Trustee Constance reported that at the budget workshop on November 1, 2016, a couple small changes were made to the 2017 proposed budget; and the committee also looked at the trash proposal from RADS and decided to table that discussion until next year.

In Clerk Nestor's report, she told the Board that if there were any questions about the 2017 proposed budget to bring them to her; the holiday gathering will be December 3, 2016. She also asked the Board if they wanted to continue their contribution to LCEDC in 2017. Trustee Emmerling made a motion and Trustee Johnson made a second to continue the Town's contribution to LCEDC in 2017. THE MOTION CARRIED UNANIMOUSLY. The Board believes that David Dobbs is still on the LCEDC Board.

Public Works Director Hale stated that Mr. Messer has purchased what was known as the Solomon Addition. Mr. Solomon had put in a lift station but the Colorado Department of Public Health wanted him to add a generator. Mr. Solomon did not get this done before he passed away. Mr. Messer has put in the generator, with the specs the State wanted, and it is up and running. A motion was made by Trustee Constance and a second was made by Trustee Emmerling that the Town of Hugo accept ownership, maintenance, and operation of the lift station to serve the development site. THE MOTION CARRIED UNANIMOUSLY.

Chief Marshal Schier stated that his report was in the Board packets. Mayor Lee asked him if there was anything new on the school zone. Marshal Schier stated he had not heard anything from Attorney Kimble, who was going to look into it. Trustee Johnson asked about the ordinance on ATV's, but with the end of the year projects we will discuss it in 2017.

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Clerk Nestor asked about having an administrative committee meeting to begin discussing the ordinance about water. The committee will meet on Monday, November 28, 2016 at 6:30.

Trustee Bandy reported that the fire department's ISO rating has gone from an 8 to a 4 which will reduce individuals insurance. This will be going into effect February 1, 2017.

Trustee Emmerling would like to get a bid from Hi Altitude Flooring (Eric Stum) in sanding and re-doing the floor in the community building.

Mayor Lee wanted to commend the department heads for a good job with their expenditures so far in 2016.

In unfinished business, the letter from Lincoln County Public Health needed to be discussed. Trustee Bandy stated that the Town had a national incident and there are no reports from the FBI, CBI, Hugo Marshal's report, and Lincoln County Sheriff's report on the investigation of the tampering of the well. He wants to know if there was an investigation and if so, what happened- did they find anything or not? Chief Marshal Schier will talk to Sheriff Nestor about the investigation and get a report. It was discussed that this incident happened because of the combination of the improper testing with the saliva kit and the evidence of tampering at the water well. Trustee Johnson will recuse himself from any voting since he works from the Dept. of Public Health. Trustee Monroe made a motion and Trustee Constance made a second not to reimburse any amount to the Department of Public Health. THE MOTION CARRIED WITH TRUSTEE MONROE, TRUSTEE BANDY, TRUSTEE CONSTANCE, TRUSTEE EMMERLING, AND TRUSTEE THELEN VOTING IN FAVOR OF THE MOTION. TRUSTEE JOHNSON RECUSED HIMSELF.

Trustee Johnson 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

KC Electric Association	Electricity	526.82
Black Hills Energy	Natural Gas	127.76
Eastern Slope Rural Telephone	Telephone Expense	281.48
Anthem Blue Cross & Blue Shield	Premiums	2951.38
Chase Card Services	Card Charges	985.90
Osborne's Supermarket	Supplies	104.75
Ricoh USA, Inc.	Copier Contract	112.81
Hugo Lumber & Hardware	Supplies	10.98
Parmer's Automotive	Repairs	163.62
Farm Gas, Inc.	Fuel	384.30
Stan Kimble	Attorney Fees	1260.02
East Central Council of Local Govt.	Membership Dues	317.25
Tom Lee	Mayor Expense Reimb.	20.00
Kristie Constance	Trustee Expense Reimb.	10.00
Sam Emmerling	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

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Hi-Altitude Flooring	½ Carpet	669.33
Verizon Wireless	Telephone Expense	80.04
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
Jesse Schier	Salary	2464.65
Dylan Maddalena	Salary	1980.00
Town of Hugo Payroll Fund	Payroll Withholdings	2272.70
Colorado Dept. of Revenue	State Withholdings	398.00
CCOERA	Retirement	762.66
Aflac	Premium	97.30
CCOERA	Retirement	50.00
Fire & Police Pension Association	Retirement	1226.96
Family Support Registry	Support	200.00

WATER FUND

KC Electric Association	Electricity	722.80
Black Hills Energy	Natural Gas	29.19
Eastern Slope Rural Telephone	Telephone Expense	37.18
Anthem Blue Cross & Blue Shield	Premiums	1615.44
Chase Card Services	Card Charges	136.00
Colorado Dept. of Public Health	Water Tests	3164.00
RVS Software	Upgrade	283.00
Hugo Lumber & Hardware	Supplies	78.37
Farm Gas, Inc.	Fuel	73.15
DPC Industries	Cylinder Rental	40.00
Verizon Wireless	Telephone Expense	123.31
Maria Nestor	Health Savings Account	281.25
Patricia Johnson	Health Savings Account	562.50
Colorado Dept. of Public Health	Water Test Monthly Fee	20.00
Clayton Hale	Salary	2533.90
Patricia Johnson	Salary	2031.75
Town of Hugo Payroll Fund	Payroll Withholdings	1424.70
Colorado Dept. of Revenue	State Withholdings	184.00
CCOERA	Retirement	354.00

SEWER FUND

KC Electric Association	Electricity	189.17
Anthem Blue Cross & Blue Shield	Premiums	1123.05
Chase Card Services	Card Charges	337.37
Witt Boy's NAPA	Parts	211.35
Farm Gas, Inc.	Fuel	42.61
Verizon Wireless	Telephone Expense	123.31
Clayton Hale	Health Savings Account	279.16
Kenny Stroud	Salary	1955.40
Town of Hugo Payroll Fund	Payroll Withholdings	496.00
Colorado Dept. of Revenue	State Withholdings	60.00
CCOERA	Retirement	144.00
Colorado Dept. of Public Health	Pretreatment Billing	75.00

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TRASH FUND		
Anthem Blue Cross & Blue Shield	Premiums	814.11
RVS Software	Billing Updates	298.00
Fam Gas, Inc.	Fuel	282.12
SE & EC Recycling Association	Recycling	368.73
Lincoln County Treasurer	Landfill Fees	650.00
Verizon Wireless	Telephone Expense	123.31
Randy Trainer	Health Savings Account	279.16
Randy Trainer	Salary	2197.72
Town of Hugo Payroll Fund	Payroll Withholdings	757.35
Colorado Dept. of Revenue	State Withholdings	108.00
CCOERA	Retirement	177.00
Aflac	Premium	24.10
STREET LIGHT FUND		
KC Electric Association	Street Lights	1212.00
SALES AND USE TAX FUND		
Martin Marietta	Asphalt	2200.40
McCormick Excavation	Overlay Project	43,272.07
CONSERVATION TRUST FUND		
Chase Card Services	Swimming Pool Paint	1480.78
Hugo Lumber & Hardware	Park Project	233.51

The next regularly scheduled meeting of the Board of Trustees will be Monday, December 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 was made by Trustee Johnson to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.

Tom Lee/ Mayor

ATTEST:

Maria Nestor/ Town Clerk

