

Hugo, Colorado
October 10, 2016

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on October 10, 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 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. Trustee Johnson was not present for this meeting.

Staff members present at the meeting were: Town Clerk, Maria Nestor; Public Works Director, Clayton Hale; Chief Marshal, Jesse Schier and Town Attorney, Stan Kimble.

Guests present at the meeting were: Judy Thelen, James Emmerling, Linda Orrell, Ben Orrell, Troy McCue, Ken Stroud, Jim Thelen, Lisa Thelen, Brenda Dutro, and Will Bublitz representing the Eastern Colorado Plainsman.

A motion was made by Trustee Monroe and a second was made by Trustee Constance to approve the agenda with a date change. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Emmerling and a second was made by Trustee Bandy to approve the September 12, 2016 minutes, as presented. THE MOTION CARRIED UNANIMOUSLY.

First on the agenda was Troy McCue who showed a slide show about Lincoln County Economic Group and what the group and he do.

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

A motion was made by Trustee Bandy and a second was made by Trustee Constance to approve the tavern liquor license renewal for the Veterans of Foreign War Post # 6612, located at 419 4th Avenue in Hugo. THE MOTION CARRIED UNANIMOUSLY.

Mayor Lee reported that discussion at the budget meeting was eliminating one summer employee and the possibility of raising sewer and trash fees. Clerk Nestor will be looking into residential trash rates VS commercial trash rates. There will be more discussions on the 2017 budget.

Trustee Emmerling reported that discussions from the board workshop on October 4, 2016 were mainly about the looming sewer project. This project could cost anywhere from 1.4 to 2.8 million dollars. More discussion on this project will be held soon.

In her report, Clerk Nestor asked for discussion on the letter she had received from the Lincoln County Public Health Department. She stated that all costs have been paid for and the Public Health Department was asking for any/all reimbursement. After discussion there are still some questions that have not been answered, so this will be tabled. Clerk Nestor also asked if the holiday gathering could be on December 3, 2016 at 6:30 PM; would like to have another 2017 budget meeting on November 1, 2016; reminded the board of a meeting concerning the sewer lagoons on October 17, 2016 and that she is working with Colorado.gov on setting up credit card payments.

Public Works Director Hale reported that he has been discussing the sewer project with several people who are trying to help; and the overlay project will be happening in a week.

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Chief Marshal Schier stated that his monthly report is included in the board packets. Also included was a diagram of what he would like to see for a school zone. Attorney Kimble will call someone to see how the Town can correctly establish a school zone with a 15 MPH speed limit. Chief Marshal Schier will get with Public Works Director Hale to paint a cross walk on First Avenue.

A notice of formal complaint was written to the Public Safety Committee by Chief Marshal Schier, arising from the committee's handling of a complaint filed against him. After much discussion about the complaint, letter of reprimand, and the notice of formal complaint, a motion was made by Trustee Emmerling and a second was made by Trustee Bandy to rescind the letter of reprimand written to Marshal Schier and take it out of his personnel file. THE MOTION CARRIED WITH TRUSTEE MONROE, TRUSTEE BANDY, TRUSTEE CONSTANCE, AND TRUSTEE EMMERLING VOTING IN FAVOR AND TRUSTEE THELEN VOTING AGAINST. The Board will re address the complaint policy looking at adding a timeline and also how reprimands are written. A letter will be written to the person who filed the complaint, and the committee will look at the letter when they meet on October 17, 2016.

Trustee Constance stated that she thought the Fall Festival went over very well.

Mayor Lee reminded the Board of the meeting on October 17, 2016 to discuss the sewer lagoons, and the next 2017 budget meeting will be November 1, 2016.

There was no unfinished business to come before the Board.

Trustee Thelen made a motion and Trustee Emmerling 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		
Hugo Lumber & Hardware	Supplies	342.54
Osborne's Supermarket	Supplies	82.58
Matthew Bender & Co.	PS Books	105.38
Parmer's Automotive	Repairs	338.06
Colorado State Treasurer	3 rd Quarter Unemployment Tax	265.32
Farm Gas, Inc.	Fuel	364.65
Arbor Day Foundation	Dues	25.00
K.C. Electric Association	Electricity	583.84
Black Hills Energy	Natural Gas	90.55
Eastern Slope Rural Telephone	Telephone Service	282.96
Stan Kimble	Attorney Fees	393.95
Chase Card Services	Card Charges	195.93
Anthem Blue Cross & Blue Shield	Premiums	2760.95
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
SS Heating & AC, LLC	AC/Heating Repair	75.00
Verizon Wireless	Telephone Service	80.02

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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	Premiums	97.30
CCOERA	Retirement	50.00
Fire & Police Pension Fund	Retirement	1226.96
Family Support Registry	Support	200.00

WATER FUND

Farm Gas, Inc.	Fuel	122.37
DPC, Industries	Chlorine	190.41
OCPO	Water Certification Testing	60.00
K.C. Electric Association	Electricity	855.24
Black Hills Energy	Natural Gas	15.18
Eastern Slope Rural Telephone	Telephone	37.18
Chase Card Services	Card Charges	42.49
Anthem Blue Cross & Blue Shield	Premiums	1601.81
Colorado Dept. of Public Health	Water Tests	508.00
DPC, Industries	Cylinder Rental	40.00
Maria Nestor	Health Savings Account	281.25
Patricia Johnson	Health Savings Account	562.50
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
Colorado Dept. of Public Health	Water Sample Fee	20.00

SEWER FUND

OCPO	Sewer Certification Testing	60.00
K.C. Electric Association	Electricity	180.95
Anthem Blue Cross & Blue Shield	Premiums	1103.26
Clayton Hale	Health Savings Account	279.16
Kenny Stroud	Salary	1955.40
Colorado Dept. of Revenue	State Withholdings	60.00
Town of Hugo Payroll Fund	Payroll Withholdings	496.20
CCOERA	Retirement	144.00

TRASH FUND

Farm Gas, Inc.	Fuel	80.76
Lincoln County Treasurer	Landfill Fees	780.00

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Anthem Blue Cross & Blue Shield	Premiums	792.00
Randy Trainer	Health Savings Account	279.16
Randy Trainer	Salary	2160.52
Town of Hugo Payroll Fund	Payroll Withholdings	775.25
Colorado Dept. of Revenue	State Withholdings	108.00
CCOERA	Retirement	177.00
Aflac	Premiums	43.30

STREET LIGHT FUND

K.C. Electric Association	LED Fixtures	1580.00
K.C. Electric Association	Provider Charges	1212.20

The next regularly scheduled meeting of the Board of Trustees will be Monday, November 14, 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 Monroe and a second was made by Trustee Emmerling to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.

Tom Lee/ Mayor

ATTEST:

Maria Nestor/ Town Clerk