

Hugo, Colorado  
October 9, 2017

The regular monthly meeting of the Board of Trustees, Town of Hugo, was called to order on October 9, 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 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 Public Works Director, Clayton Hale. Chief Marshal, Jesse Schier and Town Attorney, Stan Kimble were not present at the meeting.

Guests present at the meeting were: Judy Thelen, Lisa Thelen, Jim Thelen, James Russell, Troy McCue, Ben Orrell, John LaBorde, 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 by Trustee Dobbs to approve the minutes as presented. THE MOTION CARRIED UNANIMOUSLY.

Troy McCue with LCEDC presented his written report. In Hugo he drafted a hotel RFP and is participating in the planning process; is assisting with the upcoming Fall Festival and the Strutt Your Mutt event; assisting the Hugo roundhouse with resources; and continues to participate with LCHCC on clinic expansion.

As an unscheduled guest, John LaBorde addressed the Board. He stated that tourism and economic development is very important to Hugo. Hugo is loaded with bits and pieces of history and he asked if some discussion could occur where some kind of tourism or focus could be developed to look at all the history Hugo has. He made suggestions to improve the welcome center by adding a museum in it and he stated Hugo used to have walking tours. He also stated he has never seen any brochure about Hugo in any museum or welcome center in Colorado.

A motion was made by Trustee Dobbs and a second was made by Trustee Johnson to approve the liquor license renewal for the VFW Post #6612. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Monroe and a second by Trustee Johnson to approve the liquor license renewal for the Hugo Liquors. THE MOTION CARRIED UNANIMOUSLY.

After some discussion, a motion was made by Trustee Monroe and a second was made by Trustee Constance to approve the mission statement as written. "Hugo is a community where we bring together people, partnerships and possibilities for a strong and vibrant town by working together to create pride in our community and encouraging one another to grow through businesses and organizations." THE MOTION PASSED WITH TRUSTEE BANDY VOTING AGAINST.

Trustee Constance reported that the Administrative Committee met on October 10, 2017 and discussed revising Section 8 of the personnel policies; the creation of a recreation board; and the hotel feasibility study. A motion was made by Trustee Dobbs and a second by Trustee Johnson to add to section 8 of the personnel policies: "In the event the employee leaves the employment

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of the Town of Hugo within twenty-four (24) months after training/certification completion, the costs paid by the Town of Hugo will be reimbursed by the deduction from the employee's final paycheck at the following rate: Within the first 12 months-100%; 13 months to 18 months-50%; 19 months to 24 months-25%; over 24 months-nothing." THE MOTION CARRIED UNANIMOUSLY. The Administrative committee felt that they could not move forward with doing a RFP for a hotel unless the Board discussed and decided if they would sell 13 acres west of Hugo to a developer. After much discussion, a motion was made by Trustee Dobbs and a second was made by Trustee Monroe that the Town of Hugo has the intent to sell approximately 13 acres in the West Addition to Hugo for an interested party in developing a hotel/mix use property for development. THE MOTION CARRIED UNANIMOUSLY. Trustee Dobbs asked if we could use HIP/HEDGE money to advertise the RFP. Audience members said it would probably be okay, and they would talk about it at their next meeting.

Clerk Nestor stated she had given the Trustees a copy of the 2018 proposed budget and they need a budget meeting to go over it. A budget meeting was set for November 1, 2017 at 7:00 PM.

Public Works Director Hale reported that he has begun taking monthly sewer sample in and this would continue for about 18 months; the State knows our situation with the sewer lagoons, but the samples will be in violation and he does not know if the state will do enforcement or fines. In buying a product for about \$160.00-\$240.00 and adding it to the lagoon it will help with the algae that is growing and that will help with the test results. He hopes to be paving streets by the end of October; the street sweeper parts are still not in; he visited with McCormick Excavation and he is going to mill out 4<sup>th</sup> Avenue and save it for alleys and re-use it. It will cost about \$6000.00 and McCormick will do it all. The Mayor stated that sooner or later they need to paint the Town Municipal Building and the Depot.

Trustee Monroe mentioned that at the park by the Depot the playground equipment is cracked in several places.

Trustee Johnson reported that Jeff Anderson, who did not come to the meeting, had a vehicle fire very close to his house and wanted to thank both Marshals for their help, and since he lives right next to Marshal Schier he especially wanted to thank him for his quick response.

Trustee Bandy wanted to ask the Board why they decided to go ahead and do a PNA for a new water tower. Trustee Dobbs explained that the Town is going into debt to fix the sewer lagoons, and there are two things you need to have a town and it is water and sewer. He continued by saying that the tank is not going to go bad on us in the next week but it is already over 100 years old so if the town is going to go into debt, why not kill two birds with one stone. The thought was to be proactive instead of waiting 10-12 years and having the cost be more then. Trustee Johnson stated that right now there may be funds to help with the project where in 5 years there may be no funds to help with the project.

A motion was made by Trustee Johnson and a second was made by Trustee Constance 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		
Witt Boy's NAPA	Supplies	154.46
KC Electric Association	Lights at Park	161.00
Black Hills Energy	Natural Gas	86.79
KC Electric Association	Electricity	563.44
Eastern Slope Rural Telephone	Telephone Expense	279.67
Hugo Volunteer Fire Dept.	2017 Donation	4000.00

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Osborne's Supermarket	Supplies	97.30
Hugo Lumber & Hardware	Supplies	310.19
Farm Gas, Inc.	Fuel	454.53
Stan Kimble	Attorney Fees	338.70
Parmer's Automotive	Repairs	24.00
Colorado State Treasurer	Unemployment Tax	261.62
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
Anthem Blue Cross & Blue Shield	Premiums	3810.17
Chase Card Services	Card Charges	450.78
Muzzle Unlimited/Windy Ridge Arts	Public Safety Expense	864.00
Ricoh USA, Inc.	Copier Supplies	41.00
Verizon Wireless	Telephone Expense	138.61
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	283.50
Black Hills Energy	Balance on Swimming Pool	27.00
Casey Thelen	Salary	2394.85
Vicki Moore	Salary	507.92
Maria Nestor	Salary	2565.27
Jessie Schier	Salary	2412.96
Steven Ryan	Salary	2031.60
Town of Hugo Payroll Fund	Payroll Withholdings	2307.29
Colorado Dept. of Revenue	State Withholdings	407.00
CCOERA	Retirement	771.60
Aflac	Premiums	97.30
CCOERA	Retirement	50.00
FPPA	Retirement	1274.63
Family Support Registry	Support	200.00

WATER FUND

Colorado Dept. of Public Health	September Testing	651.00
Black Hills Energy	Natural Gas	19.24
KC Electric Association	Electricity	741.70
Eastern Slope Rural Telephone	Telephone Expense	39.50
Farm Gas, Inc.	Fuel	249.30
Parmer's Automotive	Repairs	30.00
Anthem Blue Cross & Blue Shield	Premiums	1196.88
Chase Card Services	Card Charges	136.00
Clayton Hale	Health Savings Account	283.30
Patricia Johnson	Health Savings Account	562.50
DPC Industries	Cylinder Rental	70.00
Colorado Analytical Lab	Water Sample Fee	23.00
Clayton Hale	Salary	2568.57
Patricia Johnson	Salary	2070.42
Town of Hugo Payroll Fund	Payroll Withholdings	1451.00

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Colorado Dept. of Revenue	State Withholdings	189.00
CCOERA	Retirement	360.00

SEWER FUND

Black Hills Energy	Natural Gas	12.13
KC Electric Association	Electricity	224.31
Hugo Lumber & Hardware	Supplies	162.98
Element Engineering	Sewer PNA	1092.50
USA Blue Book	Sewer Expense	201.57
Anthem Blue Cross & Blue Shield	Premiums	1098.16
Colorado Analytical Lab	Sewer Sample Fee	95.00
Jeremiah Forristall	Health Savings Account (2 months)	1125.00
Colorado Analytical Lab	Sewer Testing	85.00
Jeremiah Forristall	Salary	1757.22
Town of Hugo Payroll	Payroll Withholdings	491.55
Colorado Dept. of Revenue	State Withholdings	54.00
Family Support Registry	Support	227.00

TRASH FUND

Farm Gas, Inc.	Fuel	188.14
Lincoln County Treasurer	Landfill Fees	780.00
Anthem Blue Cross & Blue Shield	Premiums	814.11
SE & EC Recycling	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	Premium	56.73

STREET LIGHT FUND

KC Electric Association	Street Lights	1157.95
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SALES AND USE TAX FUND

McCormick Excavating & Paving	Asphalt	1430.80
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The next regularly scheduled meeting of the Board of Trustees will be Monday, November 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.

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Tom Lee/ Mayor

ATTEST:

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Maria Nestor/ Town Clerk

