
RECORD OF PROCEEDINGS

Hugo, Colorado
April 9, 2018

The regular meeting of the Board of Trustees, Town of Hugo, was called to order on April 9, 2018 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 present at this meeting was Town Clerk Maria Nestor, Public Works Director Clayton Hale, Chief Marshall Jesse Schier, and Town Attorney Stan Kimble.

Guests present were Judy Thelen, John LaBorde, Jim Thelen, Lisa Thelen, Gillian Laycock, Todd Messer, Alice Arsenault, Nick Marcotte, Troy McCue, Jina St James, Jessica Rodriguez 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. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Johnson and a second was made by Trustee Dobbs to approve the minutes from the March 12, 2018 meeting with a spelling correction. THE MOTION CARRIED UNANIMOUSLY.

Troy McCue representing LCEDC gave his monthly report. In Hugo he did four business retention visits; is continuing the promotion of the hotel RFP; has assisted with the code adoption; and has an active SBDC project. He brought to the Board one of the Certified Small Business Community signs for Hugo. He invited everyone to attend the LCEDC annual meeting on Wednesday, April 11, 2018.

Nick Marcotte with Element Engineering, LLC gave the Board an update on the sewer lagoon project. The design and engineering grant has been awarded; they are working on the site application; are coordinating with a surveyor; and looking into grants funding for mapping of the floodplain. He then updated the Board on the water system improvements, stating a draft of the PNA has been made available to the Board members. If the Board approves the PNA it will be submitted to CDPHE for review. The Board will review the PNA at a Public Works Committee meeting on April 12, 2018 at 6:00 PM.

Jina St James representing Sandy Creek Properties told the Board that the goal is to sell all of the property to a developer. The second choice would be to sell individual blocks. Jessica Rodriguez stated that she would like open a real estate office in Hugo.

As an unscheduled guest, John LaBorde handed out a pamphlet he made, and asked the Board to look at the worn-out signs that are down at the depot and consider replacing them.

Trustee Constance stated that the Administrative Committee met on March 29, 2018 and discussed availability fees, demolition and construction deadlines, and occupied RV's. Attorney Kimble stated that if the Board is concerned with the occupied RV's he could work on some wording for an ordinance or wording to put in the land use code.

Attorney Kimble told the Board that adopting building codes needs to follow a specifically defined procedure. An adopting ordinance is prepared which shall be approved by the Board at a regular or special meeting. At that point, a public hearing is scheduled for the next regular meeting. Notice must be published twice in a newspaper of general circulation in the adopting municipality. The

April 9, 2018

Page 2

first notice must be published at least fifteen days prior to the hearing. The second publication must be at least eight days before the hearing. The notice shall state the time and place of the hearing. It shall also state that copies of the primary code and copies of the secondary code, if any, being considered for adoption are on file with the Town Clerk and are open to public inspection. The notice is also to contain a description which the governing body deems sufficient to give notice to interest persons of the purpose of the code, the subject matter of the code, the name and address of the agency by which it has been promulgated. After the public hearing, generally held at the next regular meeting after introducing the adopting ordinance, the Board may adopt or reject the adopting ordinance. If adopted, the ordinance is published and the code is certified by the Mayor and Town Clerk. At that point, the code is to be kept on file in the Town Clerk's office for public inspection while the ordinance is in force. There should also be a way for citizens to purchase a copy of the code. C.R.S. 31-16-206.

Clerk Nestor stated that baseball sign-ups are underway; the dog clinic will be May 21, 2018; the CML Spring Outreach meeting will be in Kit Carson on May 17, 2018; letters were sent to the Cooper Clark Foundation and the Lincoln County Tourism Board about the swimming pool boiler; and she received one bid for the removal of asbestos at the house on 3rd Avenue and the bid was \$14,230.00.

Public Works Director Hale reported that the new boiler was in at the pool and they were beginning to get it hooked up; and they will be replacing a valve on 3rd street.

Chief Marshal Schier stated he had received signs for the school zone but was still trying to get a final report from the regional engineer; a copy of his report was in the board packets; and has made progress on a few properties that are in violation of the nuisance ordinance.

Attorney Kimble stated he had completed a development ordinance for the Board that would need to be in place before an agreement was done. Clerk Nestor stated some members of the Board had the ordinance but she would get a copy to the rest of them.

Trustee Dobbs asked Attorney Kimble how things could be worded on a committee meeting public notice, so the committee could discuss many things that has to do with the Town. Attorney Kimble stated that committee meetings have a bit more lenience than a Board meeting, but the more you can post about what is going to be discussed the better you are.

Mayor Lee asked Trustee Thelen for an update on the Child Care Center.

There was no unfinished business to come before the Board.

An Administrative Committee meeting was scheduled for April 24, 2018 at 6:00 PM.

A motion was made by Trustee Johnson and a second was made by Trustee Bandy 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.**

The next regular meeting of the Board will be Monday, May 14, 2018 at 7:00 PM.

A motion was made by Trustee Dobbs and a second by Trustee Johnson to adjourn the meeting. **THE MOTION CARRIED UNANIMOUSLY.**

Tom Lee/ Mayor

ATTEST:

Maria Nestor/ Town Clerk

