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RECORD OF PROCEEDINGS  
Hugo, Colorado  
November 13, 2023, 7:00 pm  
Town Community Meeting Room

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The regular meeting of the Board of Trustees, Town of Hugo, Colorado was called to order on November 13, 2023, at 7:00 P.M. by Mayor Bledsoe. The Pledge of Allegiance to the United States Flag was recited in unison. The following Trustees answered roll call: Trustee Messer, Trustee Payne, Trustee Salvador, Trustee Dobbs, Trustee Emmerling, and Trustee Lundy. Mayor Bledsoe declared that there was a quorum of the Board present for the transaction of business.

Staff present at this meeting were Public Works Director Forristall, Chief Marshal Payne and Clerk Pro Tem Wallace via Zoom.

Guests present were Renita Thelen, Christopher Rosado, Sr., Ronald Bowens, David St. Aoro, Randy Younger, Dave Smith, Ben Orrell, Linda Orrell, Gillian Laycock, Nyal Smith, Michael Gaskins, Sheri Gaskins, Clare Laycock, Juliet Lundy, Zach Schoenfeld, Lory Linton, Lora McDonald, Amber Stum, Dustin Stum, Brenda Dutro, Lora White, Nancy Gonzales, Amber Ellis, Kevin Stansbury, Kristin Allen, Will Garlow, Elly Durham, Megan Hohl, Stephanie Tafoya, Dannah Koeniger, John LaBorde, Will Bublitz, Mark Ward, Troy McCue, and Dan Melendrez.

**STAFF REPORTS:**

Chief Marshal Payne began his report by recognizing and thanking all of those who have served in the military. Chief Marshal Payne reported that his department conducted 154 traffic stops and 90 calls of service. His department has also been involved in numerous community events throughout the month. His department handed out 200 bags of Halloween treats at the Trick or Trunk event. Chief Marshal Payne announced that the Public Safety Department has recently received three grants. These grants are for equipment, the salary of a deputy for two years and an electronic laser narcotics tester.

Clerk Pro Tem Wallace thanked Mayor Bledsoe, the Board Members, Chief Marshal Payne and Shari Brady and Public Works Director Forristall for continued assistance in the Clerk's office during the month. Judy Vick was hired as the temporary Bookkeeper. Clerk Pro Tem Wallace requested an Administrative Committee Meeting to address the workload in the Clerk's office.

Public Works Director Forristall reported that his department has been assisting with the sewer line construction. Public Works Director Forristall has consistently offered support in the Clerk's office during the continued transition. Public Works Director Forristall stated that the Town will be receiving a check in the amount of approximately \$5,600 for the damage resulting in the accident at the Railroad Park.

**GUEST REPORTS:**

Kevin Stansbury representing Lincoln Health presented the monthly newsletter for November. Mr. Stansbury spoke about Medicare Advantage Plans in a rural hospital. The report also highlighted the Generations Committee and November is Lung Cancer Awareness Month. Dr. Suneel Kumar is the pulmonary specialist at Lincoln Health. Lincoln Health also offers sleep studies. Lincoln Health has been very active in the community events. Over 100 pumpkins were given to Fall Festival attendees.

Troy McCue representing LCEDC gave his monthly report. Highlights of the report were the Grow with Google workshops in Hugo and Limon, the conversation regarding AmeriCorps VISTA/Grant Corps arrangement with Community Resource Center continues, and participation in outreach for the recent SBA disaster relief session on October 31-November 4, 2023.

The three banks selected from the Request for Proposals were asked to present highlights of the information in their RFP. The order of presentation was randomly drawn. Those presenting were Eastern Colorado Bank – Amber Ellis, First National Bank Hugo – Randy Younger, and Stockmen’s Bank – Elly Durham. Each representative was given five minutes to present and a period of ten minutes of questions and answers.

The Country Living Learning Center represented by Lora White, Megan Hohl and Nancy Gonzales addressed the need for continued quality care in Lincoln County. CLLC has recently completed a new facility design with the University Technical Assistance Program and the Department of Local Affairs. Picture boards and handouts of the proposed facility were shown. The Board reaffirmed the donation of the property for the proposed facility. Mayor Bledsoe will attend the Prospective Applicant Webinar on December 6, 2023.

**MAYOR AND TRUSTEE REPORTS:**

Trustee Salvador encouraged Board members and community members to attend the upcoming Jingle and Mingle and Prairie Yuletide on November 18, 2023. Brown’s Funeral Home will be hosting an Open House showcasing the newest business in Hugo.

Mayor Bledsoe and Public Works Director Forristall have been meeting with FEMA and the Disaster Area Program to obtain funding for damage including roads, culverts and drainage caused by spring and summer storms. The funding would provide repairs and remediation. Mayor Bledsoe was in Avon for a presentation for an Energy Mineral Impact Assistance Grant. This grant, if awarded, would be for the sanitary sewer collection system improvement project. Mayor Bledsoe thanked Chief Marshal Payne, Shari Brady and Public Works Director Forristall for their continued assistance in the Clerk’s office. KRW has received seven applications for the Town Clerk/Administrator position and seven applications have been received for the Bookkeeper position.

**PUBLIC COMMENT:**

Ben Orrell stated that a new streetlight has been ordered to replace the streetlight that was damaged in the Railroad Park accident. He had no estimate of when the light might be delivered.

Sheri Gaskins shared that a recent visitor with historic connections to the Town was given a tour of various locations including the Museum, Roundhouse, Pool, etc. Mrs. Gaskins also encouraged the Board to thoughtfully consider their decision in choosing a financial institution for the Town.

Superintendent of Genoa/Hugo School, Dan Melendrez thanked the Board for researching the banking options for the Town’s investments.

**CONSENT AGENDA:**

A motion was made by Trustee Dobbs and a second was made by Trustee Messer to approve the following items: Approval of minutes from October 9, 2023, Town Board Meeting and the minutes from November 1, 2023, Special Town Board Meeting. The workshop report from November 6, 2023, was moved to Old Business. THE MOTION CARRIED UNANIMOUSLY.

**PUBLIC HEARING:**

Mayor Bledsoe called a public hearing on: The Town of Hugo’s Sanitary Sewer Collection System Improvement Project. Dannah Koeniger from GMS, Inc., Consulting Engineers stated that the hearing had been properly noticed in the Limon Leader. Ms. Koeniger’s presentation included project necessity, alternative, components, and how the project will be funded. The scope of the project will include:

- Replacement of 576 lineal feet of sewer main underneath US Highway 40/287 and the Union Pacific Railroad
- Replacement of approximately 2,359 lineal feet of 8-inch AC pipe
- Replacement of 6 brick manholes with new 4-foot internal diameter precast concrete manholes

- Installation of 6 new 4-foot internal diameter precast concrete manholes

It was announced that the Town of Hugo was awarded an Energy Mineral Impact Assistance Grant in the amount of \$709,000 for this project. Additionally, a BIL Principal Forgiveness grant in the amount of \$546,500 and a loan in the amount of \$546,500 will be needed for the project. There will be no long-term environmental impacts as a result of the project as it falls under a categorical exclusion. Ms. Koeniger presented a project schedule which plans for the construction to be complete by November 2024. A motion was made by Trustee Dobbs and a second was made by Trustee Payne to move forward with the Town of Hugo's Sanitary Sewer Collection System Improvement Project. THE MOTION CARRIED UNANIMOUSLY.

#### **OLD BUSINESS:**

Mayor Bledsoe gave a report on the November 6, 2023, Board Workshop. The workshop discussion items were salaries, budget and rates.

A motion was made by Trustee Dobbs and a second was made by Trustee Salvador to adopt Resolution #319 – A resolution of the Board of Trustees of the Town of Hugo, Lincoln County, Appointing Town Clerk Pro Tem. THE MOTION CARRIED UNANIMOUSLY.

David St. Aora requested a variance for a fence at the property located at 214 Gold Street. The Land Use Code fence height is 6' and Mr. St. Aora submitted plans for a fence height of 8'. The fence will be constructed of cedar planks. A motion was made by Trustee Emmerling and a second was made by Trustee Dobbs to grant the variance. THE MOTION CARRIED UNANIMOUSLY.

Lory Linton requested a variance for property located at 719 6<sup>th</sup> Street. Due to the subdivision of the property, a variance is requested for a modular. A motion was made by Trustee Dobbs and a second was made by Trustee Messer to grant the variance. An amendment to the motion was made by Trustee Lundy and a second was made by Trustee Messer for the motion to read that the variance is to allow for the ability to apply for a building permit for a single family residence. THE MOTION CARRIED UNANIMOUSLY.

#### **NEW BUSINESS:**

Ordinance #289 was presented to the Board. This ordinance was written by Town Attorney Stan Kimble in response to a letter to the Town of Hugo from the State of Colorado. A motion was made by Trustee Dobbs and a second was made by Trustee Salvador to adopt Ordinance #289 – An ordinance to amend Ordinance #254 concerning nuisances and particularly pertaining to public burning. THE MOTION CARRIED UNANIMOUSLY.

Clerk Pro Tem Wallace submitted the 2024 Medical Renewal Benefits Summary. A motion was made by Trustee Salvador and seconded was made by Trustee Payne to accept the proposed Benefit Renewal. THE MOTION CARRIED UNANIMOUSLY.

Gillian Laycock – Hugo Main Street – thanked everyone involved for a successful Fall Festival. Gillian was excited to share the launch of Hugo Main Street's new Junior Main Street program, focused on cultivating and supporting leadership and entrepreneurship amongst youth in our community. Future Leaders of Rural Lincoln County is a collaboration of leaders and entrepreneurs sharing skills, experience and thought leadership to a cohort of Juniors and Seniors who will attend in-person and virtual sessions now through March 2023. Seniors who successfully complete the 6 month program will also receive an educational scholarship award. Hugo Main Street was awarded Designate Level within the Colorado Main Street program! Hugo is the 6th Colorado Main Street community to reach this level of recognition of the 26 official Colorado Main Street communities. Town of Hugo was awarded the DOLA Main Street Livability Investments for Vibrant Economies (LIVE) grant. Through the work of Hugo Main Street, the town was awarded \$1.5 Million in a one-time special funding set aside grant award from the Department of Local Affairs. This grant will help pay for facade improvements for the Town Hall building, including a new roof and ADA exterior doors, new outdoor seating for the Town Library, new shade and seating areas at the Farrel Hines Park, a remodel to the public restrooms at the park and funding to pay for the design and engineering of a new swimming pool and the Historic Pool House.

Trustee Lundy, Trustee Emmerling, Trustee Dobbs, Trustee Messer and Mayor Bledsoe shared opinions and comments regarding the banking of the Town of Hugo's CD's. A motion was made by Trustee Emmerling and a second was made by Trustee Lundy to keep all of the Town of Hugo's CD investments at the First National Bank of Hugo. TRUSTEE EMMERLING, TRUSTEE MESSER AND TRUSTEE LUNDY VOTED IN FAVOR. Trustee Dobbs, Trustee Salvador and Trustee Payne voted in OPPOSITION. MAYOR BLEDSOE VOTED IN OPPOSITION. MOTION FAILED. A motion was made by Trustee Dobbs and a second motion was made Trustee Emmerling to invest all long-term CD's (12 month, 18 month and 24 month) in the amount of \$584,000 at First National Bank Hugo and to invest all short-term CD's (6 month) in the amount of \$726,000 at Eastern Colorado Bank. TRUSTEE MESSER, TRUSTEE LUNDY, TRUSTEE DOBBS AND TRUSTEE EMMERLING VOTED IN FAVOR. Trustee Salvador and Trustee Payne voted in OPPOSITION. MOTION PASSED.

There will be a Budget workshop meeting on November 15, 2023, at 6:00 p.m.

There will be a Board workshop with KRW to review Town Clerk/Administrator applications on November 16, 2023, at 6:00 p.m.

There will be a Special Meeting of the Town Board on December 4, 2023, at 6:00 p.m.

There will be an Administrative Committee workshop on December 6, 2023, at 6:30 p.m.

The next regular scheduled meeting of the Board will be Monday, December 11, 2023, at 7:00 p.m.

A motion was made by Trustee Lundy and a second was made by Trustee Messer to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.

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Lora Bledsoe, Mayor

ATTEST:

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Shannon Wallace, Town Clerk Pro Tem