

RECORD OF PROCEEDINGS

Hugo, Colorado

September 16, 2026, 6:00 PM

Hugo Town Hall Board Room

The regular meeting of the Board of Trustees, Town of Hugo, Colorado was called to order on August 11, 2026, at 6:01 P.M. by Mayor Emmerling. The Pledge of Allegiance to the United States Flag was recited in unison. The following Trustees answered roll call: Trustee Boyd, Trustee Piper, Trustee Emmerling, Trustee Thelen and Trustee Mohan. Trustee Ehlers was absent Mayor Emmerling declared that there was a quorum of the Board present for the transaction of business.

Staff present at this meeting were Clerk Administrator Lancaster and Public Works Maintenance Supervisor Kirby.

Guests present were Peter Botsonis, Troy McCue, and via Zoom Stephanie Zwick, Chris Cobbley, Michael Wolfe, Victor Martinez, Fred Dunning and Brad Schlepp.

A motion was made by Trustee Emmerling and a second was made by Trustee Piper to approve the agenda. THE MOTION CARRIED UNANIMOUSLY.

GUEST REPORTS:

Troy McCue with Lincoln County Economic Development presented the monthly report highlighting Hugo Main Street meeting on September 21, Opportunity Zone 2.0 of which part of Lincoln County is in the map, waiting on numbers from contractors on possible new housing, there is new funding through DOLA Housing for demo, they are working on new ventures with a few Hugo businesses, the Hugo RP Roundhouse is working on bat mitigation, SBDC is still in transition, Hugo Fall Festival is September 26 starting with Strutt Your Mutt at 7:00am, the Wonder View Tower has a consistent flow of traffic, Sentinel Clean Power, Arriba Wind Farm and Ebba Solar continue to move forward, and reviewed the Value Ticker.

ACTION ITEMS:

Peter Botsonis with Water Technology Group, a Cogent Company, reviewed their submittal for the Well Pump Replacements. A motion was made by Trustee Emmerling and a second was made by Trustee Thelen to approve the Water Technology Group, a Cogent Company submittal. THE MOTION CARRIED UNANIMOUSLY.

Michael Wolf and Chris Cobbley with Wolf Compliance Consulting, LLC reviewed their submittal for Operator in Responsible Charge Services. A motion was made by Trustee Emmerling and a second was made by Trustee Thelen to approve the Wolf Compliance Consulting, LLC submittal. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Thelen and a second was made by Trustee Mohan to approve Resolution 2026-12, a Resolution of the Board of Trustees of the Town of Hugo, Colorado approving an Agreement with Wolf Compliance Consulting, LLC for ORC Operations and Utilities Director. THE MOTION CARRIED UNANIMOUSLY.

The Board gave Clerk Administrator direction to have the Town Hall Shop Insulation submittals updated to only include the flat roof shop.

Victor Martinez with Willdan answered questions about the visit to Hugo. A motion was made by Trustee Thelen and a second was made by Trustee Piper to approve the agreement with Willdan for code enforcement services. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Emmerling and a second was made by Trustee Piper to approve Resolution 2026-10, a Resolution of the Board of Trustees of the Town of Hugo, Colorado accepting the Completion of the Sanitary Sewer Collection System Improvements - 2023. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Mohan and a second was made by Trustee Piper to approve Resolution 2026-11, a Resolution of the Board of Trustees of the Town of Hugo, Colorado to acknowledge Support to Become an Official Main Street Community. THE MOTION CARRIED UNANIMOUSLY.

Water restrictions automatically lift October 1.

A motion was made by Trustee Thelen and a second was made by Trustee Mohan to approve the Hollowell, Hollowell, Hollowell, Lyons LLC DBA Plains Bar Liquor License Festival Permit Application. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Mohan and a second was made by Trustee Piper to approve the Hugo Liquors Liquor License Renewal Application. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Emmerling and a second was made by Trustee Piper to close the Library Checking account and Library MMA account at High Plains Bank and open a Library High Yield Money Market account at Stockmens Bank with the authorized signers to be Clerk Administrator Sara Lancaster, Mayor Kara Emmerling and Mayor Pro Tem Andy Piper. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Thelen and a second was made by Trustee Boyd to open a General High Yield Savings account at High Plains Bank with the authorized signers to be Clerk Administrator Sara Lancaster, Mayor Kara Emmerling and Mayor Pro Tem Andy Piper. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Thelen and a second was made by Trustee Emmerling to open a Water High Yield Savings account at High Plains Bank with the authorized signers to be Clerk Administrator Sara Lancaster, Mayor Kara Emmerling and Mayor Pro Tem Andy Piper. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Thelen and a second was made by Trustee Mohan to approve the Water System Improvements and the Sanitary Sewer GMS draws dated September 2026. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Thelen and a second was made by Trustee Piper to approve the amended February 9, 2026, minutes, July 9, 2026, minutes and July 20, 2026, minutes. THE MOTION CARRIED UNANIMOUSLY.

A motion was made by Trustee Piper and a second was made by Trustee Thelen to accept the August financial report. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

We have a steering committee meeting with Colorado Main Street on September 21 at 5pm. At this meeting the steering committee will discuss Bylaws, Board Roles and the Hugo Main Street Strategic Priorities. Anyone is welcome to attend.

We will apply for a DOLA Division of Housing Local Planning Capacity Grant to hire a consultant with abandoned and dilapidated building ordinances. We will work with Willdan on other ordinance updates.

Ellie is working on the Rules of Order and Procedure and Code of Ethics revision.

The Strategic Plan draft will be reviewed more at the first budget workshop.

STAFF REPORTS:

There were no comments on the Maintenance Supervisor’s report.

Trustee Thelen asked about the smell from the sewer lagoons. It was explained that depending on the wind direction, odors from the lagoons may carry into town. It was stated that a resident did call Town Hall and ask about the odor.

Trustee Piper asked about the survey flags at the Railroad Park. It was explained those were there to flag our sprinkler heads for aeration. We seeded and hand watered after aeration.

Clerk Administrator Lancaster reviewed the Clerk Administrator report and noted that we need to do her review, the CML District Meeting is Tuesday and we will leave Town Hall around 4:00pm, discussed lower water usage for September and stated that we have converted five common water shares to two preferred shares for the 2027 fiscal year and will look to lease one preferred share for 2027 which would give us three total preferred shares for 2027, asked everyone to review the draft rate increase ordinance, and discussed TextMyGov user numbers.

Trustee Thelen stated that she is very proud of Clerk Administrator Lancaster for completing her CMCA Certification and completing her training.

MAYOR AND TRUSTEE REPORTS:

Mayor Emmerling reminded everyone of the CML District Meeting Tuesday, stated that there would be a grand opening for the new Farrel Hines Park playground equipment Friday, October 2 from 1-2:30pm with Stockmens Bank providing ice cream and drinks and asked what dates were best for a budget workshop.

Trustee Thelen thanked all Town staff for their hard work.

The Meeting was adjourned.

Kara Emmerling, Mayor

ATTEST:

Sara Lancaster, Town Clerk Administrator