

TOWN OF MANASSA
TOWN BOARD AGENDA
REGULAR TOWN BOARD MEETING
JUNE 18, 2024 @ 7:00 PM

Meeting called to order:

Roll call:

Pledge of Allegiance:

Motion to approve agenda

Motion to approve minutes

Public comments: Must sign in, to be heard and only 5 requests will be heard. A 5-Minute time limit is imposed and no immediate action and or comment will be provided by the Board.

*Agenda subject to change if need be.

New Business: Jerald Montoya
TEXTMYGOV

Old Business: Ordinance for Business License

Pay Bills:

Maintenance Report:

Grant Admin Report:

Police Report:

Town Clerk Report:

Motion to Adjourn

NEXT BOARD MEETING JULY , 2024 @ 7:00 PM

TOWN OF MANASSA
TOWN BOARD MEETING MINUTES
REGULAR TOWN BOARD MEETING

JUNE 18, 2024

Meeting called to order by Dan Bond at 7:02 pm

Roll call: Dan Bond, Jeremy McDaniel, Greg Rogers, Jesse Hernandez, Jeff Sowards, Caleb Lundberg absent- Chief Rendon, Officer Kiesel, Tamera Smith, Ariel Ruvolo, Paul Garel-late, Guest: Loral Price, Emily Gonzales, Tiffany Quintana, Jerald Montoya, Casey Martinez

Pledge of Allegiance lead by: Jeremy McDaniel

Public Comment: Emily Gonzales is inquiring about the Jack Dempsey Park for a gymnastics program during the Celebration on Saturday afternoon. Motion made by Greg to approve the SLV gymnastic to use the Jack Dempsey Park during the Celebration on Saturday 2nd by Jesse Hernandez all in favor none opposed.

New Business: Jerald Montoya here asking to put a new manufactured home in on a lot with service already installed. Just wanted to make sure all the setback were right and the board told him to get with Paul and make sure it will fit, also wanting to attach a garage, measurement are the same for that. It will September before the home is moved in.

Casey Martinez Dan asked if anybody looked at Casey property, Dan stated 4 lots in a 1/4 of a block. How many taps will Dan allow, no streets on his lot. The town is not interested in maintaining these each tap. They discussed the 10 ft allowance, there would be multiple dwelling, Casey discussed granting the town easement. Limit distance to go down the Smith St. with a 1 inch main, just to property line. The town would own the lines. Jesse Hernandez questioned that there are 60 gals per minute, they we would have a line blow up. The board discussed this the tap line would only go to the property line and then Casey would have to take it from there to each lot. The board would look into the coast of a 6-inch line. Told Casey to come back next month.

Textnygov: Brigham Taylor works with municipalities on this system, it sends out alert to customers and will send out shut off notices for none payment on water

and sewer. He gave a presentation to the board; it is a Web Base system they will basically do all the work in uploading the residences information. It will alert the residence of any utility outages or water line break. It is annual cost of \$1,500.00 and a \$500.00 startup fee. The board will do some looking into this with each department and see if it will benefit the town.

Motion made to post the Town Business license ordinance 2024-1 AN ORDINANCE REQUIRING THE APPLICATION AND ISSUANCE OF A BUSINESS LICENSE FOR ANY NON-EXEMPT BUSINESS OPERATING WITHIN THE CITY LIMITS OF THE TOWN OF MANASSA. By Jeramy McDaniel and 2nd by Jesse Hernandez, all in favor none opposed.

Letter of intent to service on the board of Trustee for the Town of Manassa – Jason Martinez and Ward Wubben, Jeramy McDaniel made the motion to accept Ward Wubben as the new member 2nd Jesse Hernandez all in favor none opposed. Motion made by Greg Rogers to pay the bills in the amount of \$ 34,320.71 2nd by Jeff Sowards, all in favor none opposed.

Maintenance Report: Permit for discharge sewer- clarification on what all the issues reline the lagoon leakage. Repair the sewer lagoon is \$60,000.00. Ariel Ruvolo is working on a grant with FEMA for the sewer lagoon repair. An increase of 2.5 inches on water discharge since the project started. A total discharge decrease of 6 inches during high water. Paul is working on the flag pole by the town hall office still needs the solar light. Paul stated that he has started grading the roads east and west, he's about half way done with them. Hunter has been cutting weeds on the right away's. We will be hitting it hard over the next couple of weeks. Sprayed the weeds along the walking path as well as the pump house's we also sprayed the sewer plant and main St. the sewer project is complete. They had enough pavement let to patch in front of the post office. The water levels are up a little bit at the weir. Element has drafted and sent in the response to the waste water inspection. Working with Sunshine engineering on the lead and copper test next month. All trenches are ready for the cameras at the park.

Fixed another blower at the sewer plant. Have been spraying mosquito's for about 2 weeks, spraying every other night depending on the weather. I will be spraying some mornings if weather permits.

Paul asked the board if they would sponsor the Conejos County youth football league, the board gave them \$350.00.

Grant report: Sewer project has a change order 5 & 6 approval #5 install additional 6" SDR 35,64' @ \$75 LF. \$4800.0 #6 install additional manhole \$9200.00.
\$850,741.00 to construction to RMS.
Motion to approve the change orders #5 & 6 by Jeramy McDaniel and 2nd by Greg Rogers all in favor none opposed.
Safe Routes to School Project- The Town was awarded \$184,028.00 in Federal HSP Funding to assist in covering project expenses and engineering and design, with a local match requirement of \$18,653.43. DOLA extend grant to the end of year. CDOT awarded federal \$697,044.00 in Federal Funding with a local match requirement of \$128,254.00 bringing the total construction budget to \$825,298.00. If we add in additional design expenses of \$84,000.00 the total SRTS project budget is \$909,298.00. The school has stated they are willing to contribute \$40,00.00 toward the project, we have not received a commitment in writing though. We also have ARP funding in the amount of \$57,000.00 to contribute toward paving after the project.
Discussed the paving 3 inches -2blocks (in front of Gym)
Robins should be submitting their 1st pay request by next Board meeting and it will be due to them in a month after submission.
Afford housing fund infrastructure technical assistance
GOCO grant applied August is ready to go.
Tree project-- Paul was to get pictures
Pipe for drain 10 inches 200ft
Jeff Sowards made the motion for MOU joint application for the afford housing tech all interest parties in Conejos County 2nd by Jeramy McDaniel all in favor none opposed.

Police Report:

Chief Rendon introduced the new Officer Stacie Kiesel. Chief would also like to attend a free 5-day PPCT training course. We would still have coverage for this time.

Verkada Camera's will be up this week, they should be here Thursday or Friday. Meeting with the kids on motorcycles, had over 30 kids and parents attended the meetings. Each kid signed a safety pledge, have not had many complaints since then.

Was asked to hold another meeting for those who were not able to make it to the other two.

Ordinance violation- Carol Sanchez was given until July 9th to move her camper, if it does not get moved by then we will have it towed.

Evidence room Roberta Cummings came out from the Alamosa County Sheriff's Department and helped me get our evidence room in compliance. She sent me and inventory of all the evidence the includes a list of evidence that can be destroyed, is there any way we can hire her to come out once a month or every other month to conduct an inventory and submit proper paperwork that needs to be recorded. Chief Rendon asked if the town could pay Roberta \$20.00 an hr. to help with the evidence room that needs reorganizing. Greg Rogers made the motion to pay her \$20.00 an hour 2nd by Jeff Sowards all in favor none opposed. Chief Rendon also asked if we could purchase the vest from Costilla County for Stacie, motion made by Greg to approve the purchase of the Vest in the amount of \$911.00 2nd by Jeramy McDaniel all in favor none opposed.

Town clerk report:

Tamera thanked the board for understanding why she was unable to attend the last board meeting. I received a resume from Gloria Quintana for a position that has not been advertised or open. Gave it to the board to look over. Stamps are going up again on the 14th of July and .03 cents needing to know if she should purchase more at the old price. Traveler's insurance went up. Tamera stated to the board that she will be out of town the 19th of June through the 30th, Ariel will be in the office the 24th and 25th only. I have had this posted for over a week to inform the public. When would the board like the next board meeting to be in July, preferably the 24th. Statements are being returned for the Comstock's which

their water was turned off after the fire, what would you like for me to do with them the property has been sold to another individual so we cannot put it on their property taxes. Also, Patricia Cordova and the Thompson Estate are both past due, unable to turn the Thompson Estate off due to not knowing where the turn off is.

Museum issues one of the workers is unable to work on the 13th of July and during Pioneer Days due to being in the Miss Pioneer court, then County fair after that then she will be starting school.

Motion made by Jeremy to adjourn meeting at 10:30pm 2nd by Greg Rogers all in favor none opposed.

Dan A. Bond 7-24-2024
Dan Bond, Mayor Date

Tamera Smith 7-24-2024
Tamera Smith, Town Clerk Date