

TOWN OF MANASSA
TOWN BOARD AGENDA
REGULAR TOWN BOARD MEETING
MAY 22, 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: Casey Martinez

Chief Rendon- presentation

Megan Bagwell Manassa Little League

Financial Procedures Policy - Table until June 2024

COPS Grant

Old Business: Ordinance for Business License

Pay Bills:

Maintenance Report:

Grant Admin Report:

Police Report:

Town Clerk Report:

Motion to Adjourn

NEXT BOARD MEETING JUNE 18, 2024 @ 7:00 PM

TOWN OF MANASSA
TOWN BOARD MEETING MINUTES
REGULAR TOWN BOARD MEETING

May 22, 2024

Meeting called to order by Dan Bond @ 6:58 pm

Roll Call: Dan Bond, Greg Rogers, Jeremy McDaniel, Jeff Sowards.

Paul Garel 7:02pm, Ariel Ruvolo, Jessica Rendon, Tamera Smith - excused

Guest: Casey Martinez, Megan Bagwell, and Cole Jackson & Family

Pledge of Allegiance: Lead by Dan Bond

Motion to approve the agenda by Jeremy McDaniel 2nd by Greg Rogers all in favor none opposed.

Motion made by Greg Rogers to approve minutes from the April 17, 2024 meeting with an amendment regarding Chief Rendon's on call pay to be paid until a secondary officer is hired. This motion is seconded by Jeremy McDaniel, all are in favor none opposed.

Public comments: None

Casey Martinez is here to speak with the board about subdividing his property and deeding a road way to the town for utility and right of way access. Casey presents the new lot dimensions that he has drawn out. He states that lots 1 & 2 dwellings will be less than the maximum 1/3 the size of the total lot - the biggest dwelling possible would be 3,635 sq ft. The North 2 lots would have setbacks of 25ft and 10 ft of the property line; this will allow him to install a 47x75 wide with 3,525 sq ft and still be under 1/3 the lot size. He states this will allow a right of way access of 31 ft; a question comes up during this discussion as the County does not allow anything under 48ft. A discussion is held on lot setbacks and streets in Town. The Town would need a minimum of 36ft. It is recommended to Mr. Martinez that he keep it a private driveway, he inquires if he does keep it a private driveway if the Town would allow a utility easement. The decision is tabled for further discussion. Mr. Martinez inquires if this does not pass if the Town would consider allowing a one-way road through the area. The minimum the Town would require for a utility easement is a 20ft right-of way, the lots are flagged as they are drawn out. The Board members will be able to drive into the area to view and make a decision at a later date. The Board thanks him for his time. Discussion is tabled until all Board members have had a chance to review and discuss at a later date.

Chief Rendon, Presentation of Life Saving Award to Cole Jackson. Chief Rendon, Sanford Marshal Department and Conejos County Sheriff's Department present Mr. Cole Jackson with a life saving award for his commendable efforts in saving the life of his friend, and calling in emergency response while being injured during his efforts. The Board commends his efforts. Mayor Bond takes a moment to identify exemplary youth in the community - as Holly McDaniel earned four State Championship titles during the State Track meet, the 100, 300, triple jump and the triple relay.

Megan Bagwell - Little League - Megan is present to request a donation to the Little League for the cost of insurance. Jeremy McDaniel motions to improve the donation to the Little League, Jeff Sowards seconds the motion. All are in favor no are opposed. It is requested that a little extra mosquito spraying be done at the field as well. Ariel Ruvolo speaks with Megan about the upcoming Parks and Recreation grant and possibility of holding a fund-raising event to show community support for the project.

New Financial Procedures - Requested to be tabled until a further date.

COPS Grant - Ariel presents information on the grant that was supported by Lauren Boebert's office and what all this will cover.

Old Business - Business License - Mayor Bond feels that the Ordinance needs a better description of what a business or business activity is. Jeremy McDaniel feels that one clarifying sentence should be added. The verbiage will state: a home office or tax base residing or conducting business within the Town of Manassa jurisdiction. Greg Rogers suggests clarification - anyone conducting business within the Town of Manassa that is not exempt by retail sales tax license must purchase a business license - To be added as 3a. Motion to implement Ordinance 2024-01 by adding in clause 3a is made by Jeremy McDaniel and seconded by Greg Rogers. All are in favor none are opposed; motion carries.

Jeremy McDaniel made the motion to approve and pay the bills in the amount of \$ 28477.15, the bill sheet total of \$28173.99 plus a bill for \$303.16 for Rock presented this evening by Paul to Southern Stone Supply, this motion is seconded by Greg Rogers all in favor none opposed.

Maintenance report: Paul states they have completed two taps this month. It is roughly 4hrs per tap. Hunter needs grading practice and is wanting more hours. The roads are suffering. He reports the sewer project is complete. He is handing over mowing to Hunter.

as he feels roads are a must. The CCR report was posted online. A shade tree is coming down in Town- Paul is to get pictures of fallen trees sent to Ariel. We are trying to put in an application for the State Forestry Grant. We are hoping to possibly remove some trees through this effort and replace with a more diverse species. An inquiry is made on the pipe down 5th Street and the paving project on 9th as Dan thinks the lid may be too low. Paul is to check the infiltration on 9th Street. He states he reached out to Nick Marcoutte after the inspection at the sewage lagoon. Dan inquires if Paul is the OCR in Romeo - a letter is requested to verify that Paul is not placing his licensure at risk. The pipe on Main Street will need the saddle replaced, the liner should not be leaking. Camera footage will again be requested from Element Engineering. Weeds will be sprayed. Both Tamera and Paul have questions on how to handle the delinquent balance on Patty Cordova's account as she is on dialysis. Mayor Bonds asks if the Town should reach out to social services. The ladies at the Museum request that the lawn clippings be swept off the sidewalk. The Museum restrooms are in really bad shape, and the ladies are complaining. Hunter is to cleanup the Park.

Grant report: Ariel states the sewer project is coming to a close, she is waiting on pay applications to turn in final figures. Jeramy McDaniel inquires about the sign at the service station, Ariel will look into the funding on this. Department of Local Affairs has extended the funding on the SRTS project until December 2024.

Police Report: Three applications have been received for the second officer. Mayor Bond commends Chief Geiger for his assistance with Chief Rendon. Traffic citations have been reduced as Chief Rendon is in her office completing reports more frequently. Attempted suicide is greatly increased in the last month. There have been four agency assists in the last month.

Scott from Verkada Security Cameras calls in and states there was a miscommunication with Code Red Audits on the pricing. The additional camera will be granted to the Town for \$540.00. Financing was going to come out to \$17,000.00 with a 1-year license. One year license is \$150.00 per camera. The sensors can sense graffiti as well. Jeramy McDaniel will speak with Commissioner Jarvies to see if the County will pitch in on the approved Verkada amount. Jeramy McDaniels motions to approve purchasing Verkada at \$12015.87, this motion is seconded by Greg Rogers, all are in favor none are opposed. Chief Rendon to apply for a subsidy for the State Patrol dispatch fees. The State would like the Town to sign an agreement for dispatch fees for a 5-year term. A discussion is held on a Beautification/Blight Ordinance, and ATVs in Town. Discussion regarding current

employees, applicants will be subject to background checks, social media review, interviews. A request is made by Chief Rendon to allow county assists during FTO. There is rattling in the Explorer - the front end will need to be rebuilt. Radar certification, and evidence training needs to be made available.

Town Clerk report: Tamera inquires if Jade Communication will need to rent a vendor space at the regular rate. The Church sites will be able to set up on either side of the Museum at no charge. A designated area no bigger than 15ft on each side of the sidewalk will be granted for two Church sites. A letter commending Chief Rendon for her exemplary behavior is read to the Board. An inquiry is made on a customer that continues to bounce checks on how to handle the customer's account. The Board directs a letter to be sent out. Motion made by Jeramy McDaniel to adjourn meeting at 10:00 pm 2nd by Greg Rogers all in favor none opposed.

 6-18-2024

Dan Bond, Mayor Date

 6-18-2024

Tamera Smith, Town Clerk Date

MAY PAYABLES	AMOUNT
AT & T MOBILE EFT	\$ 422.00
BAROZ AUTO SERVICE	\$ 3,409.77
CAPITAL ONE - WALMART EFT	\$ 20.79
CARDMEMBER SERVICES - CREDIT CARD EFT	\$ 2,278.68
CIELLO EFT	\$ 355.54
CONEJOS PROPANE	\$ 425.00
DAVIS ENGINEERING	\$ 1,016.98
ELEMENT ENGINEERING	\$ 5,699.81
FRONTRANGE WINWATER	\$ 1,231.37
GOBIN'S	\$ 37.79
INTUIT QB EFT	\$ 592.00
JOHN CULTER & ASSOCIATES	\$ 6,000.00
LEAF	\$ 115.66
LA JARA TRADING POST	\$ 37.34
MACK'S MACHINE SHOP	\$ 150.00
MANASSA LITTLE LEAGUE	\$ 310.00
PARTS AUTHORITY	\$ 227.37
PETTY CASH FOR JACK DEMPSEY MUSEUM	\$ 50.00
ROCKY MTN HEALTH	\$ 1,182.03
ROCKY MTN MEMORABILIA	\$ 28.17
SANGRE DE CRISTO LABS	\$ 285.00
SLV HAZ MAT	\$ 247.00
SP SERVICES	\$ 65.00
SP SERVICES OPERA HOUSE	\$ 65.00
STANDARD SERVICE	\$ 97.10
EVELYN TIBBITS	\$ 120.93
TRILLIUM HOLDCO SOLAR GARDENS	\$ 2,024.41
WEX EFT	\$ 197.96
VALLEY COUIER	\$ 91.25
XCEL ENERGY EFT	\$ 1,390.04
TOTAL	\$ 28,173.99