

**CALL MEETING TO ORDER**

Mayor Martinez called the regular meeting of the Board of Trustees to order at 8:00 p.m.

**ADDITIONS TO THE AGENDA** – Harvey stated there were two additional items for the agenda. A letter from the Weld County Positive Partnership and an insurance claim involving a town vehicle.

**ROLL CALL**

Paul Aragon – present	Gary Bruce – present
Tony Asbury – present	Jane Rumrill – present
Andy Martinez – present	Anita Salazar – present

Others present were:

- Carl Harvey - Police Chief & Operation Director
- Bradley Sorenson – Town Clerk/Treasurer
- Barry Schaeffer – Public Works Director
- Clint Dudley – Recreation Director
- Brad Laue – Town Attorney
- Toni Polland – Deputy Town Clerk
- Holly Bruce, Joan Thompson, John Ridley, Mildred Anthony

**MINUTES 10/10/06**

**Asbury moved to approve, as presented, the minutes of the regular meeting held on 10/10/06. Salazar seconded the motion. Motion carried 5 – 0.**

**WARRANTS 10/24/06**

Sorenson indicated there were no additions to the warrants.

<u>Inquiries</u>	<u>by</u>	<u>Explanation</u>	<u>by</u>
Hillside Rental	Asbury	Use of the equipment for sprinkler repair.	Schaeffer
LaFarge West	Salazar	Schaeffer stated that the overlay is complete and came in within the budget.	Schaeffer
Town of Telluride	Salazar	Partial payment for street sweeper.	Harvey
Professional Finance	Bruce	Garnishment against an employee	Harvey
Green Leaf Tree Service	Asbury	Removal of a tree, cost to be passed through between 6 properties.	Harvey
MAS Modern Marketing	Bruce	small scrub packets for police	Harvey

**Bruce moved to approve the warrant’s list dated 10/24/06 for the total of \$94,883.42 and staff salaries dated 10/11/06 for \$23,385.94. Asbury seconded the motion. Motion carried 5 – 0.**

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**PUBLIC COMMENT**

Martinez welcomed public comments at this time as designated on the agenda. At this time there were no comments to the Board of Trustees.

**SEWER BACK-UP**

Mayor Martinez introduced Ms. Joan Thompson to discuss the sewer back-up at 135 N. 4<sup>th</sup> street on September 21, 2006. Thompson explained what happened on the evening of the back-up and what measures she took to alleviate the problem. She also presented the board with an itemized list of costs associated with the sewer back-up. She stated she had hoped the town would reimburse her for the costs since it was a problem with the main sewer line.

Asbury asked if the carpet had been damaged past the ability to be cleaned. Thompson stated that it could not be cleaned. Salazar asked staff to clarify what procedures were in place should a resident need to address an emergency of this nature. Harvey stated that the on-call employee has one hour to respond to the call, at that point, the situation is to be addressed immediately or an explanation provided as to why it can not be fixed. In this situation there was no manhole for the employee to access the line. It was necessary to dig up the line, clean the blockage and then put a manhole in for future preventative maintenance. Rumrill asked if the manhole had been installed. Harvey stated that it had been completed. Asbury noted that such an emergency as these highlights the necessity for the GPS mapping discussed at the last budget meeting. Salazar inquired as to preventive maintenance for the rest of the town. Schaeffer stated that this segment of the main line and all other parts of the sewer line are jetted on a rotating basis every 3 to 4 months. Aragon asked what had caused this blockage. Schaeffer stated that some tree roots had caused the problem.

Martinez then addressed what assistance the town would provided with regard to reimbursement. In the past the town has provided some monetary assistance for the cleaning of the area and some for associated damages. Salazar asked Ms. Thompson if her estimate included her lost time at work. She replied that it was included. Salazar then reviewed each of the items listed on the reimbursement request and questioned Thompson as to how she had come to the values. Her response was to compare the property to like items. Bruce asked if she had called Royal T Rooter twice. She stated that she had only called once, Gerald Giles, had also called and was the next item on the agenda. Salazar asked Harvey if he thought the labor costs were out of line. Harvey stated that historically the town has not addressed labor due to the subjective nature of the costs.

Martinez proposed that the town assist with the costs of the carpet, Royal T charges and the other lost items. This would come to \$1,302.04. Harvey reminded the board that an insurance claim had been submitted to our carrier and any decision of the board should be mitigated based on the outcome of the insurance claim. Martinez agreed and requested opinions of the board based on his proposal. All were in agreement. **Asbury moved to approve a payment in the amount of \$1,302.04 to Joan Thompson due to loss occurred by the sewer backup at 135 N. 4<sup>th</sup> Street, pending the outcome of the insurance claim placed by the town. Aragon seconded the motion. Motion carried 5 – 0.**

Mr. John Ridley asked the board what the decision would be if Thompson had chosen to have the carpet professionally cleaned. Harvey stated that this incident was similar to another incident and the board decided to assist with either the cleaning or the replacement of the carpet. Thompson chose to replace the carpet.

**Salazar moved to approve a payment in the amount of \$120.04 to Gerald Giles due to loss occurred**

by the sewer backup at 115 N. 4<sup>th</sup> Street, pending the outcome of the insurance claim placed by the town. Bruce seconded the motion. Motion carried 5 – 0.

**LIQUOR LICENSE RENEWAL APPLICATION – Fraternal Order of Eagles**

Harvey stated that all paperwork was in order and completed. **Aragon moved to approve the liquor license application renewal for the Fraternal Order of Eagles. Bruce seconded the motion. Motion carried 5 – 0.**

**RESOLUTION M – 2006 Opposition to Ballot Issue Amendment #38**

Martinez introduced Resolution M – 2006 Opposition to Ballot Issue Amendment #38 as a piece of legislation that would hurt municipalities and potentially require unnecessary spending at a time when budgets are tight. Salazar asked if the Town Attorney had reviewed the resolution. Laue stated he had reviewed the document. Harvey stated the document had been modeled after other local municipalities. **Rumrill moved to approve Resolution M – 2006, opposing ballot Issue Amendment #38. Bruce seconded the motion. Motion carried 5 – 0.**

**PUBLIC WORKS DEPARTMENT**

**Department Report** – Schaeffer updated the board on the activities of the Public Works department including comp time, the purchase of the street sweeper from the Town of Telluride, the new bed liner for the IH truck, the scheduling of the curb for Beattie Park and the purchase of the snow blower unit for the front of the 317 John Deere riding tractor.

Schaeffer stated the Dove Hill well would be shut down November 1. The residents have been notified and the system will then be winterized. The new well has been drilled and is in the development process. Schaeffer reported on a complaint regarding a curb near the new overlay on the 200 block of 2<sup>nd</sup> Ave. He did investigate the area and found little or no new damage to the curbing. The curb was old and had various old breaks but did not warrant any repair. Salazar asked if the broken curb posed any safety issues. Schaeffer replied it did not.

**RECREATION DEPARTMENT**

**Department Report** – Dudley reported on the activities of the recreational department. Dudley stated the flag football season is over and volleyball will be ending in two weeks. Dudley presented the board with bids for the carpet at the community center. Examples were shown to the board members and a consensus was met on color and fabrics. **Salazar moved to approve the expenditure of up to \$2,809.00. The bid is to be awarded to the business that is able to install the carpet within the timeframes necessary. Bruce seconded the motion. Motion carried 5 – 0.**

**FINANCE DEPARTMENT**

**Department Report** – Sorenson reported on the monthly North Front Range MPO billing, the North Front Range MPO request for prepaid local match and the increase in the monthly demand charge in accordance with the water service agreement between the Town of LaSalle and Central Weld County Water District.

Sorenson requested direction on the issue of delinquent water billing. At this point in time the finance

department currently carry balances in excess of 60 days. The proposal is to ratchet down the current procedure and bring these accounts more in line with the municipal code regarding utilities. In April of 2005 the board addressed this issue by using the same rationale to reduce outstanding water bills from 90 days to 60 days. At that point in time the ideal timeframe for water billings would be 30 days, but a drastic change in the procedure from 90 days to 30 days might cause an undue hardship on some of the residents of LaSalle. The decision was to move from 90 days to 60 days and then reduce the time frame to 30 days a year or more later. It has now been 18 months since then and now would be an appropriate time to finalize that procedure. Bruce asked how individuals are on the 60 day and 30-day late list and the dollar amounts that are in arrears. Sorenson stated that on average there is between 60 to 80 on the 30-day list and 20 to 30 on the 60-day list. The amount in arrears varies between \$24,000 to \$27,000. Bruce stated that from his previous time on the board, the amounts in arrears are not as bad as it used to be years ago. Sorenson agreed that the water billing is better now than in the past but bringing the procedure more in line with other companies and municipalities in the area are fiscally responsible. Bruce stated that the ratcheting down of the policy could be a hardship to many of the residents considering the current economy. Sorenson stated that staff is only attempting to bring the procedure into compliance with the municipal code regarding utilities. The code offers a number of options available to residents who should find themselves in need of consideration regarding payment plans. Martinez asked for further questions or opinions.

**Rumrill moved to approve the proposed finance departments plan to notify those customers delinquent beyond 30 days in their utility payment and take measures up to and including discontinuance of service in accordance with Municipal Utilities, Article I sections 13-1 through 13-10 of the LaSalle Municipal Code. Asbury seconded the motion. Aragon – yes, Asbury – yes, Bruce – no, Rumrill – yes, Salazar – yes. Motion carried 4 – 1.**

**POLICE DEPARTMENT**

**Department Update** – Harvey stated that he had no new information to bring to the board and would have his regular monthly report on November 14.

**OTHER**

Other informational items included a North Front Range MPO update and a letter from the Weld County Positive Partnerships. The WCPP requested the support of the citizens of LaSalle and the Board of Trustees in joining the representatives of other Weld communities to work to receive a grant in order to hire a facilitator. The facilitator would work with Weld communities to establish a process for effective communication, conflict resolution and responses to other issues of common interest. This support would be in the form of financial donations and other in-kind contributions. The consensus of the board was that the group (WCPP) and the facilitator would be a good idea and we should support and participate in the meetings. **Aragon moved to approve the expenditure of up to \$250.00 in support of the WCPP in order to attempt to receive a grant and hire a facilitator to work with Weld municipalities. Salazar seconded the motion. Motion carried 5 – 0.**

Harvey reported on an incident involving one of the town’s dump trucks. While a public works employee was delivering a load of pea gravel another individual, traveling in the opposite direction, noted an amount of gravel had flown out of the truck and damaged the top, windshield, hood and side of his vehicle. The individual contacted Harvey and requested reimbursement for the damage. Harvey requested two estimates

from the individual and stated the town would submit the claim to the insurance company. Harvey will

report back to the board when more information on the claim is available.

**OPEN POSITION – BOARD OF TRUSTEES**

Martinez addressed the board concerning the open seat on the Board of Trustees. He stated that the open position had been advertised in the newsletter and had placed a deadline of October 20<sup>th</sup> for any interested individual to come forward and apply for the opening. Former trustee and current Planning and Zoning committee member Tony Trevino had expressed an interest in the position. Martinez noted that Trevino was active in the community and was experienced in the position. Trevino had run for the position last April and received a substantial number of votes displaying his familiarity with the residents. He felt he would make an excellent person to fill the position. Having no other interested party, Martinez requested a motion on the open position of Board of Trustees.

**Asbury moved to nominate Tony Trevino to fill the open position of Board of Trustee for the Town of LaSalle. Aragon seconded the motion. Motion carried 5 – 0.**

Salazar asked staff to investigate, with the assistance of the town attorney, the development of a Conflict of Interest Policy for the Town of LaSalle.

**Meeting adjourned at 9:40 p.m.**

Submitted by,

Bradley K. Sorenson  
Town Clerk / Treasurer