

TOWN OF MANCOS
BOARD of TRUSTEES MEETING
November 10, 2021
7:00 p.m.

- A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:02 p.m.
- B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor pro tem Fred Books, Trustee Ed Hallam, Trustee Betsy Harrison, Trustee Janice Bryan, Trustee Cindy Simpson
Absent: Trustee Brent McWhirter

Staff Present: Town Administrator Heather Alvarez, Attorney David Liberman, Public Works Director Terry Jennings, Marshal Justen Goodall, Town Clerk/Treasurer Donna Murphy

- D. APPROVAL OF THE AGENDA:** Mayor pro tem Fred Brooks made the motion to amend the agenda to add Albert/Paquin Project Update as item #5 under Action and Discussion items. Trustee Cindy Simpson seconded the motion. Motion passed.
- E. APPROVAL OF THE MINUTES OF OCTOBER 27, 2021:** Trustee Cindy Simpson made the motion to approve the minutes of the October 27, 2021 as presented by staff. Trustee Betsy Harrison seconded the motion. Motion passed.
- F. AUDIENCE BUSINESS:**

- None

- G. ANNOUNCEMENTS:**

Town Administrator, Heather Alvarez made the following announcements:

- The Town is hosting a retirement party open house for Robin Schmittel on November 12th at Town Hall from 2-4p.m.
- The Visioning Workshop is scheduled for Wednesday November 17, 2021 at 7 p.m. in the Board Room at Town Hall.
- The joint workshop between the Board of Trustees and the Mancos School Board is scheduled for November 15, 2021 from 5-6:30 p.m.

Mayor Queenie Barz asked the Board for consideration of a staff Christmas Party. After discussion it was decided to postpone a party until spring due to the increase in COVID cases in the county.

Mayor pro tem Fred Brooks would like to add to the December 8th agenda the discussion of end of year bonuses for staff. Town Administrator, Heather Alvarez will bring to the Board for consideration the financial impact to that meeting.

H. TREASURER'S REPORT: OCTOBER BILLS AND CLAIMS:

Trustee Cindy Simpson made the motion to approve the October Bills and Claims as presented by staff. Trustee Betsy Harrison seconded the motion. Motion passed.

I. COMMITTEE REPORTS

- **Region 9**

No meeting until January

- **CDOT TPR**

Mayor pro tem Fred Books attended the meeting. The CDOT Bridge to nowhere project is making headway. Major street improvements have been completed in both Cortez and Dolores. There is discussion widening highway 550 from the NM border to the bridge and the right of way acquisition.

- **Montezuma County Commissioner Update**

Commissioner Joel Stevenson spoke to the Board and let them know that DMRS has done the walk through on the airport property. The report says that there are 10 of the 21 acres that can be released back to the Town at this time. At this time the rest does meet the required Ag standards. If the Town chooses to leave the property as zoned Industrial then the entire amount can be given back. The Town would have to apply through DMRS to leave as industrial. The Board asked Administrator Heather Alvarez and Attorney David Liberman to research the different options and bring back to the Board for discussion at a later meeting. Commissioner Stevenson also let the Board know that Montezuma County will be sending out a Sales Tax Survey to citizens of the county. The results will determine if they will move forward with this item as a ballot initiative.

J. ACTION AND DISCUSSION ITEMS:

1. One and Three Mile Plan Final Action:

Trustee Cindy Simpson made the motion to approve the One and Three Mile plan updates and authorize the Town Administrator to work with Montezuma County to execute the documents. Trustee Janice Bryan seconded the motion. Motion passed.

2. Updated Sick Leave Policy:

Trustee Janice Bryan made the motion to approve the updated sick leave policy for the Personnel Manual. Trustee Ed Hallam seconded the motion. Motion passed.

3. Third Quarter 2021 Work Plan Update:

This information was presented for Board review and discussion

4. Third Quarter 2021 Financial Update:

This information was presented for Board review and discussion

5. Albert/Paguin Project Update:

Trustee Ed Hallam made the motion to cure default and proceed under the 2016 plat agreement with the condition Lot 5 is developed within 3 years. Trustee seconded the motion. Motion passed by majority, Trustee Cindy Simpson objecting.

K. *Items for November 24, 2021 Agenda*

None- Meeting cancelled

L. *Items for December 8, 2021 Agenda*

- *Resolution TBD: 2022 Budget & Mill Levy Adoption*
- *Short Term Rental Discussion*
- *Resolution TBD: 2022 Board of Trustee Meeting Schedule*
- *Resolution TBD: 2022 Water & Sewer Tap Fees*
- *Resolution TBD: 2022 Monthly Utility Rates*
- *2022 Work Plan*
- *Design Review Guidelines (workshop)*
- *Memorial Discussion (workshop)*
- *Year End Bonus for Staff*

M. Executive Session- Personnel- Town Administrator Annual Performance Review

Mayor pro tem Fred Brooks made the motion to enter executive session personnel for discussion of a personnel matter under C.R.S. Section 24-6-402(4) (f) and not involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of any elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Trustee Cindy Simpson seconded the motion. Motion passed.

Executive session started at 8:30 p.m.


Executive session ended at 9:40 p.m.

Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Ed Hallam, Trustee Betsy Harrison, Trustee Brent McWhirter, Trustee Cindy Simpson, Trustee Janice Bryan, Town Administrator/Clerk/Treasurer Heather Alvarez, and Town Attorney David Liberman participated.

Trustee Cindy Simpson made a motion based on the results of the Town Administrator evaluation to award a 3% increase. Trustee Ed Hallam seconded the motion. Motion passed unanimously by roll call vote.

N. ADJOURNMENT

Trustee Cindy Simpson made the motion to adjourn the meeting at 9:44 p.m.



Mayor Queenie Barz



Town Clerk/Treasurer Donna Murphy