



TOWN OF WIGGINS  
MINUTES  
REGULAR BOARD MEETING  
10/24/2018 AT 7:00 P.M.  
304 CENTRAL AVENUE  
WIGGINS, CO 80654

## MINUTES FROM THE MEETING HELD ON OCTOBER 24, 2018

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### I. INTRODUCTIONS

1. Call the Meeting to Order at 7:03pm
2. Pledge of Allegiance
3. Roll Call

Mayor Mac Leon ✓  
Chris Sandoval ✓  
Jeff Palmer ✓  
Brian Becker - Absent  
Bruce Miller ✓  
Pat Musgrave ✓

#### Staff Present:

Paul Larino, Town Manager  
Pat Lentell, Town Clerk  
Jennifer Ferguson, Wiggins Police Department

### II. STAFF REPORTS

#### 1. Town Manager

Paul wanted to thank all the volunteers that came out on Monday. We are only 37 days away from our Christmas celebration. We are no longer doing augmentation at Kammerer. The Food Truck ordinance that you passed should be effective now, we do have one food truck serving coffee. Paul met with our engineers at Diamondback, they should be done soon. Working on the Glassey Farm as well.

We've talked about a loader, Paul has not been able to find anything for the amount of money we wanted to spend. He is going to look to see what a rental would cost for two months. He's been working with Richard and CDPHE, they are in the process of working on our certification. We expect it to come within about 30 days. They might allow us to keep the liner which is the most expensive part.

#### 2. Town Clerk

Pat Lentell reported she attended the 2<sup>nd</sup> Annual Colorado Municipal Clerks Institute 2018 Fall Conference. She attended sessions that included Become an Olympian of Innovation, Citizen and Community Engagement, Unintentional Roles of a Municipal Clerk, 2018 Legislative Update by CML, Moving from Liquor Authority Board to a Hearing Officer, Basics of Fund Accounting and How to Prepare for the Annual Audit, Managing Organizations in a

Sea of Change, Best Practices Round Table and Hurdling Adversity: Creating Life's New Normal.

### **3. Public Works**

Paul reported we were finally able to purchase a new/used PW Truck, it's a 2012, it is a Ford 4X4. Sewer Jetting operations should be starting next week. Their plan is to be out on Thursday's and Friday's so we can let the community know. We have a five year contract, so we will start with some of our flatter lines. Discussion on marking out the taps. Paul explained we are trying to set up for December, we are trying to do a sewer smoke test. We're a member of the Colorado Rural Water Association so they will do it at no cost. PW has been working on the vehicles and getting them ready for the winter. Our new employee, Mark, has really been working on getting everything up and running. We will be working on our generator, it has some oil leaks. Discussion on when we had worked on the generator recently.

### **4. Police Department**

They are out on a priority call. Discussion on getting their hours reported to the board.

## **III. BOARD REPORTS**

### **1. Mayor Reports**

None

### **2. Trustee Reports**

None

### **3. Special Committee Reports**

Paul reported that our next Christmas Committee meeting will be on November 1st at 7pm. We have the horse carriage back this year and the barrel train. We will not be making another building due to time constraints on staff.

## **IV. PUBLIC DISCUSSION**

Mayor Leon opened the public discussion period at 7:18pm.

Jim Musgrave of 215 Ridge Street came forward. His question is for Mr. Larino, he wants to know why his water bill is so high this cycle. Discussion on if he looked to see if he has a leak. Pat to research his bill to see how his billing cycle has been. Discussion on if the new meters are calibrated, Paul explained they are calibrated from the vendor.

Discussion by Trustee Miller, he wanted to know if they are collaborated.

Durwood Darbin of 211 Fourth Ave. He too is here to talk about water. He has done some research on those that gave up their wells back in 1970's. We were also promised paved roads and sidewalks. Discussion on what the compensation was for. Charles Ruyle reported this was back in 1969, the town was not incorporated until 1974. Discussion on when the roads are to be paved and the sidewalks. He has a Kersey bill and a Wiggins bill, Kersey was \$101. Wiggins was \$112.95. When he pays it online it costs him money at Wiggins. Paul explained we would have to go through a third party to have an online portal. Our current portal is working on having it more automated.

**V. APPROVAL OF CONSENT AGENDA**

- 1. Approval of the Minutes from the October 10, 2018 Meeting.**
- 2. Approval of the accounts payable in the amount of \$37,982.89.**

Motion to approve the Consent Agenda by Chris Sandoval, seconded by Pat Musgrave. Roll Call; unanimously approved, motion carried.

**VI. DISCUSSION AND ACTION ITEMS**

**1. CIRSA Presentation**

Paul reported that our attorney reached out to Sam Light with CIRSA for training. We do receive credits for having additional training from CIRSA as well. (see handouts)

**2. Liquor License Renewal: Stubs Gas & Oil, Inc.**

Pat Lentell presented her staff report (see handout) for the Stubs Liquor License Renewal. She recommended this application be approved for renewal.

Motion to approve the renewal of Stubs Gas & Oil, Inc Liquor License by Chris Sandoval, seconded by Jeff Palmer. Roll Call; unanimously approved, motion carried.

**3. Liquor License New: Mariana's Restaurant**

Pat Lentell presented her staff report (see handout) for the Mariana's Restaurant New Liquor License application.

Motion to approve the new liquor license application by Mariana's Restaurant by Jeff Palmer, seconded by Chris Sandoval. Roll Call; unanimously approved, motion carried.

**4. Discussion on the November 14<sup>th</sup> BOT Meeting and 2019 Board meeting calendar**

Paul informed the board he will be unable to attend the next meeting. They can cancel the meeting or have certain things in front of the board. He also talked about our statute says we meet on the second Wednesday of every month. He suggested having one meeting a month and have an earlier meeting. We could have a special meeting on the second Wednesday of the month.

Discussion: Consensus is the board is willing to give the new concept a try. Paul asked that the members come to him and discuss any issues they may want on the agenda.

**VII. ADJOURNMENT:**

Closing Remarks by Mayor and Adjournment of the Meeting at 9:37pm.

**Respectfully Submitted by:**

**Approved by:**

  
Patricia Lentell, Town Clerk

  
Margarito "Mac" Leon Jr, Mayor