

Town of Yampa regular meeting minutes
January 3, 2018

TOWN OF YAMPA
JANUARY 3, 2018
YAMPA TOWN HALL

BOARD MEMBERS PRESENT: Mayor Tom Yackey, Mayor Pro-Tem Mike Lewis,
Trustees Brian Ashley, Jeff Drust and Michael French

BOARD MEMBERS ABSENT: None

EMPLOYEES PRESENT: Public Works Superintendent (PWS) Eric Berry and
Town Clerk (Clerk) Janet Ray

AUDIENCE PRESENT: Gary Burkholder

Call to Order

Mayor Tom Yackey called the meeting to order at 7:00 pm.

Roll Call

Board roll call was taken.

Approval of Minutes

Consideration of approval of September 6, 2017 regular meeting, September 27, 2017
special meeting, October 4, 2017 regular meeting and December 13, 2017 special meeting
minutes

Trustee Lewis moved to approve the September 6, 2017 regular meeting, September 27,
2017 special meeting, October 4, 2017 regular meeting and December 13, 2017 special
meeting minutes. Trustee Drust seconded the motion and the motion passed unanimously on
voice vote.

Audience participation – Non-agenda items

None

Audience participation – Scheduled items

None

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Old Business

Water system improvements update and consideration of any needed approvals (if any)

Clerk Ray reported that she finally got all reporting to the Colorado Department of Public Health and Environment (CDPHE) completed so the state revolving fund grant is closed out. There is nothing new to report on the pretreatment building nor the transmission line. Clerk Ray said she received additional information from Civil Design Consultants (CDC) late yesterday afternoon and had a brief conversation with Mike Beurskens regarding the proposed new access road into the water treatment facility. It still needs analyzed by the town and then presented to Palmers, so a decision can be made about where the road will go. The paperwork for the Department of Local Affairs (DOLA) grant extension was returned to the state on December 1. We have not received the fully executed copy back from the state yet, but it should come in soon. Clerk Ray said she has not done anything on the fencing at the infiltration gallery amendment yet.

Wastewater system improvements update and consideration of any needed approvals (if any)

Clerk Ray reported that the permit compliance progress report due December 31, 2017 was mailed December 28, 2017 and emailed the same day to the various people that needed a copy of the report. The report was passed around for the town board members to see it. The town must do a permit modification, which CDC put together and Mayor Yackey signed January 2, 2018 and Clerk Ray put in the mail January 4th. The Preliminary Needs Assessment (PNA) and Preliminary Engineering Report (PER) has not been sent, but Mary Andre at CDC said she thinks it will go out tomorrow. The Preliminary Effluent Limits (PELs) application was submitted December 7, 2017 and there is a check to be signed tonight that will be sent tomorrow so CDPHE can begin working on that. There was additional information requested at the special meeting on December 13th regarding the SAGR (Submerged Attached Growth Reactor) system and that information is available for review tonight. The town still needs to provide some information to CDC, so they can finish the cash flow projections for the improvements at the wastewater plant.

Crossan's update and consideration of any needed approvals including: Town of Yampa and Historic Routt County (HRC) agreement for facilitation of State Historic Fund (SHF) project #2018-01-042 (tabled from 10-25-17 special meeting), Agreement between Contractor (Dobell Contracting) and Grant Recipient (HRC), Agreement between Mountain Architecture and HRC and Friends of Crossan's FOC) committee report

Clerk Ray reported that the Town received an email from Emily Katzman at HRC updating the funding picture. There has been \$6,000 cash raised. There are four \$10,000 loans to Friends of Crossan's (FOC), which leaves the project either needing an additional \$4,000 cash or cutting \$4,000 from the scope of work. Ms. Katzman said that the additional \$46,000 was sufficient for HRC to be comfortable with beginning construction. Ms.

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Katzman submitted a grant application for \$10,000 to the Daughters of the American Revolution. She will find out in May if we are awarded that grant. With these additional funds almost in place, Clerk Ray said she was bringing consideration of approval of the Town of Yampa/HRC agreement before the town board, which was tabled from the October 25, 2017 special meeting. She noted that HRC will not issue the notice to proceed to the contractor until all agreements are approved and signed and all the legal paperwork on the loans is approved and signed.

Trustee Lewis moved to approve the Town of Yampa and Historic Routt County (HRC) agreement for facilitation of State Historic Fund (SHF) project #2018-01-042. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

As property owner, Town of Yampa must approve the agreement between the contractor, Dobell Contracting and the grant recipient, HRC. Trustee Lewis made the motion to approve the agreement between the contractor, Dobell Contracting and the grant recipient, HRC. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

As property owner, Town of Yampa must approve the agreement between the architect, Mountain Architecture and the grant recipient, HRC. Trustee Lewis moved to approve the agreement between the architect, Mountain Architecture and the grant recipient, HRC. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

Trustee Drust reported on behalf of FOC that there will be another benefit concert put on by Todd Mohr this coming summer, but the date is unknown due to Mr. Mohr's schedule. Christmas Eve at Crossan's was successful and had a large turnout of people that enjoyed the chance to visit and view the decorating that was done. Trustee Drust said he would work with Trustee Ashley to get the Crossan's wood ready for Trustee Ashley and sons to build the benches that the Questers' grant is funding.

Ongoing report on Royal Hotel site cleanup and consideration of any needed action (if any)

Clerk Ray said she had left this item on the agenda for a report when the sewer line was capped, but she said she would remove it from future agendas as the sewer line would not be taken care of until late spring or early summer.

Yampa Home Simple PUD update (if any)

Clerk Ray reported that Mr. Whittall and his partner, Laura Olive, are scheduled to meet with town attorney, Bob Weiss and Clerk Ray on January 29th. Clerk Ray said that it is her understanding that this meeting is to try to set a public meeting with the information that Mr. Whittall has provided to this point; however, she won't know that for sure until the meeting occurs.

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Post Christmas report and consideration of thank yous

Clerk Ray named the volunteers – Robert Anderson, Brian & Cindy Ashley, Spencer Ashley, Brendon Beck, Eric Berry, Ken & Sherrie Carter, Amber Cramer, Susi Crouner, Joe & Carol DeHerrera, Scott & Tammy Delto, Jeff Drust, Tom & Eloise Estes, Nicholas Estes, Michael French, Patty Frick, Ed & Kate Hayne, Meg Hayne, Niek Kievit, Louise LaGuardia, Mike Lewis, Eric & Becky Melander, Cindy Milway, Brittany & Travis Milway, Cindia Montgomery, Wendy Moreau, Jo & Ryan Parker, Laramie Parker, Makinley Parker, Peyton Parker, Nora Phillips, Janet Ray, Zach Reynen, Jan Rossi, Greg Samuelson, Nancy Smith, Tom Yackey, and Anthony Zywicki.

Donations or other type of assistance: Jeff Drust provided the music and the lighted candy canes. Montgomery's General Merchandise reduced the amount the Town owed them for the Christmas goody bags' contents. Dick & Kay Palmer continue to give a portion of the Zirkel Wireless lease to the Town for the Christmas celebration. Phippsburg Community Club thrift store – decorations. Santa! Yampa Fire Department delivered Santa and the goody bags to Crossan's and took bags to senior citizens, shut-ins and town board after the visit at Crossan's. Yampa Valley Electric Association for the lighting contest prize money.

The lighting contest winners were: 1ST – Gary & Carol Burkholder - 570 Terhune Ave., 2nd – tie between The Dominic Medina Family – 310 Terhune Ave. and The Eric Glomboske Family – 43 Main St. 3rd – Ed & Kate Hayne – 261 Lincoln St. Due to the tie for 2nd, there was no 4th place winner. There were 27 votes cast +1 arrived in the mail too late to count. Bruce & Connie Sigler won the Christmas Ham.

There were 125 goody bags prepared. 70 were used at Crossan's, 45 delivered around town and 10 left over.

Individuals and businesses will be thanked in the newsletter and thank yous sent to the businesses and others that may not see the newsletter.

Regarding the Shop Local Campaign, Clerk Ray passed around a list of winners and said that it appears the campaign was a success.

Yampa Beautification Plan update

There was a meeting on December 19th, which included Noreen Moore, Donna Corrigan, Nancy Kramer, Dana Kerns, Clerk Ray, Colorado Center for Community Development Program Director, Chris Endreson, and the students who put together the draft of the Yampa Enhancement Plan, also known as the Beautification Plan. Copies are available tonight for the town board and there will be copies at town hall and Crossan's for people to review and make comments. There will be a public meeting around the end of February for presentation of the plan.

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New Business

Consideration of approval of Resolution No. 2018-01 – A resolution designating a place for posting of notices of meetings of the Town of Yampa Board of Trustees in accordance with C.R.S. Section 24-6-402(2)(C)

Trustee Lewis moved to approve Resolution No. 2018-01 – A resolution designating a place for posting of notices of meetings of the Town of Yampa Board of Trustees in accordance with C.R.S. Section 24-6-402(2)(C). Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Yampa municipal court year-end report

The 2017 Yampa municipal court year-end report was in town board and the audience packet for review. No action was needed on the report.

Public Works Department

4th quarter water testing results

The test results were in the town board and the audience packet. It was noted that the Lindane and Dalapon are now showing as non-detectible, but the Town will still need to test for two more quarters. PWS Berry said he did not know whether the Town will then be required to test yearly and if so, for how long or when the Town can return to testing every three years.

2017 disinfection by-product testing results

The test results were in the town board and the audience packet. PWS Berry discussed the amount of chlorine he is adding to the water at this time, which is between 1.2 and 1.4 milligrams per liter to maintain a .8 residual.

2017 nutrient testing results

The test results were in the town board and the audience packet. PWS Berry noted that the results have not been sent to CDPHE and may not go in until April as he does not have the form needed to report yet. PWS Berry noted that he has concerns with prescription drugs being flushed into the system. There was discussion regarding the various prescription drug take back programs. Trustee Ashley said he would check with the City of Steamboat Springs regarding how their program works.

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Ongoing work

PWS Berry reported that he and PWA Samuelson have been doing maintenance on equipment and have plowed a couple of times. He plans to take the Christmas decorations down this weekend. He does not have the work done on the Fish & Cross gate and plans to work on that tomorrow. He said he has two floodings on the rink and there is still grass showing through that needs cut back. He plans to get another layer on it as soon as he can. PWS Berry said that they would move the street light pole to Short Arc Welding Services the middle of next week so they can begin repairs. PWS Berry said that the space for the storage sheds is almost ready. The sheds are due in on Monday, January 8th. There needs to be a load of gravel spread at the site before the sheds come in. PWS Berry's response letter to CDPHE regarding the Compliance Inspection of Domestic Treatment Facility violations was circulated for review.

Clerk's review of possible code violations (if any) and required action (if any) and report of on-going business

Code violations

Clerk Ray said that no new code violations have been reported to her.

Ongoing business

Clerk Ray said that the Town needs to send Darrow Stemple, the Rocky Mountain Health Plans insurance agent, a thank you for all his assistance over the years. Clerk Ray said she is working on the October 25 special meeting minutes and then still has the November and December minutes to finish 2017. The audit meeting is Monday, January 8, 11:00 am, with Deputy Clerk Phillips, Trustee Lewis, Clerk Ray and auditor Chris Catterson. Regarding the municipal election on Tuesday, April 3, nomination petitions can be circulated beginning yesterday, January 2 and must be turned in by 4:00 pm, Monday, January 22. The mayor position is a 2-year term and the 2 trustee seats that are up are Mike Lewis and Michael French. Clerk Ray said she sent the final report and pay request on Crossan's December 27, 2017 to Department of Local Affairs (DOLA). She still needs to reconcile with Emily Katzman at Historic Routt County (HRC) to get the final State Historic Fund (SHF) check and Friends of Crossan's (FOC) check and do report to El Pomar and Boettcher. Clerk Ray said she will get the part-time clerk position interviews set up as soon as possible.

Reports of Committees

None

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Meeting Reports

None

Schedule Workshops and/or Special Meetings

Tentatively there will be a workshop on January 17 and a public meeting on January 24 to review the updated water and sewer ordinance. Mayor Yackey will call other special meetings and/or workshops as needed.

Board Members and audience requests for agenda items for next meeting

None

Reading of Correspondence and required action if any

An email was received from the Interbasin Compact Committee (IBCC) regarding the Colorado Water Conservation Board (CWCB) who was recently informed that severance tax revenues in the current fiscal year have been much more impacted by the refunds resulting from the BP (British Petroleum) Supreme Court Decision than originally anticipated. When combined with already lower revenues due to low commodity prices, they are anticipating enormous impacts to the funding for all severance tax programs, most notably the Water Supply Reserve Fund (WSRF). As a result, it is highly likely that the WSRF program will receive zero revenue from severance tax (Tier 2 of the Operational Account) beginning in January 2018 and extending through the entirety of fiscal year 2018/2019. They are working with the Department of Natural Resources to explore various options for helping to address the funding shortfall and its ongoing implications. They said that there would be another revenue forecast on December 20th. Note: Clerk Ray said she did not know the results of that forecast. CWCB said that they would hopefully have more information to share soon, but Clerk Ray said she had not seen any further information. The town received notice that Weiss & Van Scoyk's hourly rate for the town will be \$230 an hour in 2018. Other correspondence was circulated for review. None required board action.

Review financials, December meter reading report and December invoices/vouchers

The financials were in town board and audience packets for review. The December meter reading report was not available due to the meters having just been read yesterday. December invoices with completed vouchers were circulated for review.

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Reading and Payment of Bills

Clerk Ray read the bills. Trustee Lewis moved to pay the bills, Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Adjournment

The Mayor asked for further business, hearing none he called for adjournment. Trustee Lewis moved to adjourn, Trustee Drust seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 8:28 pm.

Thomas E. Yackey, Mayor

Janet L. Ray, Town Clerk

February 7, 2018