

Town of Yampa minutes
January 7, 2015

TOWN OF YAMPA
JANUARY 7, 2015
YAMPA TOWN HALL

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

BOARD MEMBERS ABSENT: None

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

AUDIENCE PRESENT: Matt Mielke and Randy Sackett

CALL TO ORDER

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

ROLL CALL

Board roll call was taken.

APPROVAL OF MINUTES

Consideration of approval of November 5, 2014 meeting minutes, November 19, 2014
special meeting minutes, December 3, 2014 meeting minutes, & December 10, 2014 special
meeting minutes

M/S/P Trustees Lewis, Drust to approve the November 5, 2014 meeting minutes, November
19, 2014 special meeting minutes, December 3, 2014 meeting minutes, & December 10,
2014 special meeting minutes.

AUDIENCE PARTICIPATION – NON-AGENDA ITEMS

None

AUDIENCE PARTICIPATION – SCHEDULED ITEMS

None

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OLD BUSINESS

Treatment plant improvements and additional water storage tank update – Randy Sackett and Janet Ray

Engineer Sackett introduced Mike Mielke of Civil Design Consultants (CDC) who has been working with Mr. Sackett and Mary Andre on the Yampa project. Mr. Sackett reported that on December 19th the town received via email Amendment Number One to Drinking Water Enforcement Order DW-140131-1 with deadlines for the RFP being advertised by January 1, opening of the project bids by February 1, with completion of the project by December 1, 2015. Subsequently, Bob Pohl at Colorado Department of Public Health and Environment (CDPHE) changed the dates to January 31st for the RFP and February 28 for the bid opening. Completion of the project remains at December 1, 2015. At that point, the town had not received notice of approval of the plans and specifications for construction, but that notice was finally received on December 23. Mr. Sackett stated that CDC has to finalize the plans and specs so that they are ready for bidding. The Town Board was in agreement for CDC to move forward putting the bid documents together, with the understanding that Bob Weiss would review them prior to the project RFP being advertised. Mr. Sackett had spoken with Jack Kirtland regarding whether he would continue with the project and he agreed that he would. Mr. Sackett reviewed with the town board, CDC's Amendment regarding work on the pre-treatment building and said that just enough work was done to use for the small communities grant. Also, Skidge Moon's survey work for the alternative access road should be enough to keep moving forward with the road design. The board was reminded that the Town has permission to use the present road for construction. Mr. Sackett asked for approval to move forward with the Environmental Assessment, which has a cost estimate of \$6,500. Clerk Ray voiced her concerns with costs associated with the pre-treatment building, when the Town does not have hard numbers on the land acquisitions that are a part of the original project. Mr. Sackett made his case that the Environmental Assessment needs to be authorized now and it was agreed to move forward. Mr. Sackett reported on the meeting with Barbara Palmer regarding the access road that took place November 19th. He said that the flagging was a little off of where they had walked the proposed access road with Ms. Palmer, but that CDC allowed themselves plenty of room to work in. CDC will confirm the access road location with Ms. Palmer before documents are finalized. Clerk Ray said that there is an amended contract with an extension date of December 31, 2015, between Troy Brookshire, and the Town that requires Mayor Yackey's signature. The extension provides for Mr. Brookshire to continue representing the Town on the land acquisitions. The Special Use Permit with Mayor Yackey's signature was returned to the Forest Service for them to finalize documents. The Forest Service is continuing work on the Third Street land acquisition. Troy Brookshire and Bob Weiss finalized the draft contract for the infiltration gallery property. The Town, Ron Nielsen, Bobby George, Rita Nelson, Mr. George's attorney, and Megan Knott with the Cattlemen's Land Trust all have a copy to review. Mr. Brookshire heard from Mr. Snyder that he thought the contract for the additional water storage tank looked good except that nothing was said about mineral rights and that Fish &

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Cross wished to retain the mineral rights. Mr. Weiss stated that it would be best for the town to retain the rights and that if that were not to be the case there would need to be a surface use agreement. Following discussion, the board agreed that they would encourage and work toward the seller not retaining the mineral rights. Clerk Ray reported on a webinar she did on December 16th regarding how the State Revolving Fund program would function in the future. Clerk Ray said she also needs to follow up with Mr. Weiss regarding the road agreement that Barbara Palmer wants put in place.

Tracer study report

As no audience was present aside from Mr. Sackett and Mr. Mielke, the tracer study report was moved up on the agenda.

Mr. Mielke reported that the tracer study reconfirmed the design prepared by CDC for the treatment plant improvements. He explained that CDPHE is currently working on a program that they call Disinfection Outreach and Verification Effort (DOVE). The tracer study verified that the chlorine that is being added to the system is doing its job in disinfecting the water in a timely manner.

Post Christmas report

Clerk Ray reported that the following volunteers assisted with the Christmas celebration: Rob Anderson, Cindy Ashley, Eric Berry, Chris deGanahl, Scott & Tammy Delto, Jeff Drust, Tom & Eloise Estes, Kate Hayne, Jenifer Hufman, Mike Lewis, Cindia Montgomery, Grace, Kate, Raylene & Rod Olinger, Jo & Ryan Parker, Nora Phillips, Dalton Ray, Janet Ray, Brent Romick, Joan Ryan, Greg Samuelson, Richard Sutton, Maureen Torney, and Tom Yackey. Two photos were passed around that Ms. Ryan took of Santa and the fire department volunteers. Ms. Ryan said that if families want copies of the photos of their children with Santa, she would try to accommodate those requests. Montgomery's General Merchandise donated a portion of the candy sack contents. Dick and Kay Palmer give a portion of their Zirkel wireless lease rent for the Christmas celebration. Yampa Fire Department allowed use of fire trucks and personnel to assist Santa. Yampa Valley Electric Association donated the prize money for the lighting contest. The lighting contest winners were: 1ST – Dax & Jennifer Crowley - 580 Roselawn Avenue, 2nd – Thorne (Ken) & Angel Clark - 240 W 4th, 3rd - 3 way tie: Gary & Carol Burkholder - 570 Terhune Avenue, Will & Sheila LaCroix – 255 Main Street and Dominic & Lisa Medina – 310 Terhune Ave. 23 residents voted in the lighting contest this year. Walker Montgomery won the Christmas Ham. There were 125 bags prepared and 40 left. There was an anonymous donation of toys this year to Oak Creek and thank you to Oak Creek for sharing them. Oak Creek gave them out during Santa's visit at their Holly Festival and Yampa gave them Christmas Eve.

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NEW BUSINESS

Consideration of approval of Resolution No. 2015-01 – 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)

M/S/P Trustees Lewis, Drust to approve Resolution No. 2015-01 – 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).

Consideration of renewal for Flattop Liquor, LLC dba Flattop Liquor for retail liquor store license

M/S/P Trustees Lewis, Drust to table consideration of renewal for Flattop Liquor, LLC dba Flattop Liquor for a retail liquor store license to the February 4, 2015 regular town board meeting.

Consideration of advertising for sale the International pickup

Mayor Yackey said that the International pickup has not been used for a number of years and recommended that the town sale it. Following discussion, Trustee Lewis moved to advertise the pickup for sale, Trustee Ashley seconded the motion and the motion passed on voice vote. Clerk Ray was instructed to do the necessary paperwork to advertise the pickup for sale when her schedule allows.

Consideration of thank you to Yampa Valley Electric Association (YVEA) for Christmas lighting contest donation (Note: Clerk Ray also had thank yous to Yampa Fire Department (YFD), Mr. Romick and Ms. Ryan

M/S/P Trustees Lewis, Drust to send thank yous to YVEA, YFD, Mr. Romick and Ms. Ryan for their special assistance during the Christmas celebration.

Yampa municipal court year-end report (informational only)

The 2014 municipal court year-end report was in the board and audience packets for review. There were no questions.

PUBLIC WORKS DEPARTMENT

Water testing results

The disinfection by-products and synthetic organic contaminant testing results were in the board and audience packets. There were no questions.

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1988 Ford pickup repairs

PWS Berry reported that the problem was electrical and is now repaired.

Watershed meeting report

PWS Berry reported that at the meeting on December 16, they discussed water testing within the watershed and said that results are good except for temperature in the summer and that the temperature problem is more from Catamount down to Milner because of the channel width. There was also discussion of blue-green algae causing bio-toxins which the U.S. Geological Survey (USGS) is studying. The higher reservoirs in our watershed do not seem to have as much problem with algae as some lower reservoirs, but it is being monitored.

Ongoing work

PWS Berry reported that they did Christmas preparations and then the last couple of days they have been doing clean up after the fire at The Royal. Mayor Yackey asked Mr. Berry to relay the message that he really appreciated Greg Samuelson putting down scoria in front of the Post Office and staying on the project until the ice was more manageable.

CLERK'S REVIEW OF POSSIBLE CODE VIOLATIONS (IF ANY) AND REQUIRED ACTION (IF ANY)

Clerk Ray reported that she doesn't have resolution to the questions with the greenhouse at the Tussey property put in by Trey Rutledge. No other violations have been reported to her.

REPORT OF ON-GOING BUSINESS

Clerk Ray reported that the street light in front of Jill Andrews' house on Moffat is still not working. She said that she explained to YVEA dispatch that there is probably something wrong besides the bulb, but has not heard back from YVEA. Regarding the Shop Local Campaign: the sponsors were Town of Oak Creek, Town of Yampa, South Routt EDC, Bank of the San Juans, CCC Management, Dave Moran's Rocky Mountain Campfire, Mtn Pine Technical Services, Valley Voice, Park Range Recreationals, Town & Country Properties, Upper Yampa Realty, and Yampa Arts & Craft Fair. The donors were: Steamboat Magazine, Bonfiglio Drug, Circle R Bar-Gastropub, Flat Tops Ranch Supply, Kate's Café, Kum & Go, Let's Dance Studio, Lombardi's Service, Montgomery's General Merchandise, Natural Light Images, Penny's Diner, Rocky Mountain Retrievers Boarding Kennel, Spiro's Tradin' Post, Toponas Country General Store, Rachel's Smokin' BBQ, Select Super Market, Space Station LLC, The Lodge Casino in Blackhawk, Steamboat Sheraton, and The Isle Casino in Blackhawk. A special thank you went out to everyone who supported local businesses in South Routt during the holiday season. The winners were: 1st place- Nora Phillips (1 night Isle Casino Blackhawk, \$100 gift certificate for Farraday's, Mount & Balance at Lombardi's,

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\$10 Kate's Cafe, \$15 Spiro's, Let's Dance partner lesson, \$70 CO Parks & Wildlife gift certificate, \$25 Circle R Gift certificate, 1 night at the Steamboat Sheridan and breakfast for 2, 1 yr subscription to Steamboat Magazine; 2nd place- Virginia Rossi- wine, candle, Rocky Mountain Campfire T-shirt and CD, 1 night at the Lodge Casino and Hotel with \$100 gift certificate for dinner; 3rd place- Dorothy Perry- Rocky Mountain Pet Resort gift certificate, coffee thermos set; 4th place- Dominic Medina- coffee maker, gift certificate for Penny's Diner; 5th place- Shirlene White- Kum & Go mug, Rocky Mountain Campfire CD, gift certificate for Montgomery's sausage. Regarding the Oak Creek Holly Festival – Ken Montgomery organized Bingo at the Ladies Aid Hall on December 13th. Ken said attendance was good. Oak Creek Town Administrator Mary Alice Page-Allen told Clerk Ray that the Holly Festival went well. Clerk Ray said she finally emailed Bob Weiss regarding the town board's previous discussion about making the west side of Lincoln from the north side of the church south to Moffat Avenue no parking and Mr. Weiss responded that no ordinance or resolution would be necessary; that the action could be done by motion. He did state that the no parking area should be clearly signed with signs meeting State requirements. PWS Berry was directed to get the information and a cost estimate on the necessary signage so the Board can put the item on the agenda for consideration. Clerk Ray reported that she met with Colleen Williams regarding the Source Water Protection Program (SWPP) on December 16th and Ms. Williams was going to submit the grant application to fund the SWPP shortly thereafter. Clerk Ray said she hasn't heard anything on approval yet. The date for the first meeting was set for Wednesday, February 18. Ms. Williams had a partial list of invitees and Clerk Ray asked who the Town Board thought should be invited. The response being the ranching community above the infiltration gallery and water treatment plant. The question was raised as to whether the SWPP area was a five-mile radius or something different. Clerk Ray will discuss that with Ms. Williams. The post office hours change has been delayed until Feb 9th. Clerk Ray had previously told the Town Board about the letter from Northwest Colorado Council of Governments regarding revised Conveyance Regulations effective January 1, 2015 for Safety Code for Elevators and Escalators and Safety Standard for Platform Lifts and Stairway Chair Lifts that Yampa must adopt by April 1, 2015 and that Chief Building Inspector Grush had offered to help draft the ordinance. Clerk Ray said she had found further information, but was still working on the issue and would try to have a proposed ordinance ready for consideration either at the February or March meeting. Clerk Ray said she is working on end of year/beginning of year documentation and she and Ms. Phillips have received the information from auditor Chris Catterson to begin work on audit preparation. Clerk Ray said that George Trujillo had asked if a motor home could be placed in Huffstetler Trailer Park; the answer being yes.

REPORTS OF COMMITTEES

Audit Committee

Clerk Ray reported that Ass't Treasurer/Deputy Clerk Phillips, Trustee Lewis and herself met with auditor Chris Catterson on December 18. Mr. Catterson's had questions about new

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projects, he had some new information regarding audit exemptions and he discussed the fraud risk factors for state and local governments document that he had included with the engagement letter, etc. that the town board reviewed in December. He reiterated that the town board should keep a copy of the document available and review it from time to time. Clerk Ray and Trustee Lewis confirmed to Mr. Catterson that each board member had a copy and Clerk Ray said she would bring it to the board's attention again at the January meeting (this one) to review it.

Friends of Crossan's M & A Market Committee (FOC)

Committee Chair Drust reported that things were pretty quiet through the holidays, but that the committee will be gearing up again in January to work on the auction.

MEETING REPORTS

South Routt Economic Development Council

Trustee Lewis reported on the December 2nd meeting and explained that he had not been able to attend for several months. The organization is going through some reorganization and Thorne (Ken) Clark is now president. The group's main focus at this time is to create a strategic plan. The meetings have been moving between Yampa, Phippsburg and Oak Creek, but now the meetings will be held at Flat Tops Ranch Supply as it is a central location. The next meeting is January 12th.

Flat Tops Trail Scenic & Historic Byway

Clerk Ray's report was in the town board and audience packets. There were no questions.

Routt County Building Oversight Committee

Clerk Ray reported on the December 17 meeting, of which she had a draft copy of the minutes. She noted specifically the discussion of the feasibility of charging fees based on travel time and noted that the building department was given the task of figuring out the difference of travel time between the City of Steamboat Springs permits and all other county permits for a given period of time. This issue will come back to the committee when their research is completed.

SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

M/S/P Trustees Lewis, Ashley to schedule a workshop on January 21st, 7:00 pm, Yampa Town Hall for further discussion of the proposed marijuana zoning ordinance, a workshop on January 28th, 7:00 pm, Ladies Aid Hall if needed and the Source Water Protection Program

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meeting hosted by Coleen Williams, Colorado Rural Water Association on February 18th,
7:00 pm, Yampa Town Hall.

BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

None

READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Correspondence was circulated; none required action. A Colorado Municipal League Knowledge Now paper on marijuana was received and copied for the Town Board's use.

REVIEW DECEMBER FINANCIALS, METER READING REPORT, AND INVOICES

The December financials and invoices with completed vouchers and the December meter reading report were circulated for review. There were no questions.

READING AND PAYMENT OF BILLS

Clerk Ray read the bills. M/S/P Trustees Lewis, Ashley to pay the bills.

ADJOURNMENT

The Mayor asked for further business, hearing none he called for adjournment. M/S/P Trustees Lewis, Ashley to adjourn. The meeting adjourned at 9:51 pm.

Thomas E. Yackey, Mayor

Janet L. Ray, Town Clerk

February 4, 2015