

Town of Yampa
October 7, 2015 minutes

TOWN OF YAMPA
OCTOBER 7, 2015
YAMPA TOWN HALL

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

BOARD MEMBERS ABSENT: Tom Estes

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

AUDIENCE PRESENT: Donna Corrigan, Noreen Moore and Randy Sackett

CALL TO ORDER

Mayor Yackey called the meeting to order at 7:01 pm.

ROLL CALL

Board roll call was taken.

MINUTES

Consideration of approval of April 1, 2015 minutes

Trustee Lewis moved to approve the April 1, 2015 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

OLD BUSINESS

Treatment plant improvements and additional water storage tank update and consideration of any needed changes or approvals

Randy Sackett, Civil Design Consultants (CDC), was present and gave an update on the work that has been performed thus far, the work projected for the next month, the status of field directives that have been issued and the status of submittals. He also gave a summary of the pay requests to date and the status of State Revolving Fund (SRF) compliance and reviewed some miscellaneous items. Clerk Ray had the agendas and minutes from the construction meetings and job site meetings that she passed around for the town board to review. Clerk Ray read an email from Janet Faller, Forest Service, that there has been no progress on the Third Street property acquisition. Clerk Ray reported that she had communicated with both Attorney Ostrander and Attorney Weiss regarding the eminent domain proceedings and she sent the property information to Appraiser Bob Maddox who will do the eminent domain appraisal. Clerk Ray reported that she, Attorney Weiss, and Mr. Sackett met today to finalize the Palmer easement and access agreement. Palmers had expressed a desire to have a portion of their driveway as it leaves Routt County Road 7 paved if possible so there will not be such a sharp drop off from the county road. Mr. Sackett said the area is approximately 70 feet long and 10 feet wide. If other asphalt work is being done in the area, the cost estimate currently would be \$2,500 and if it were to be a stand alone job, the estimate currently would be \$4,000. The work would be done after the water treatment facility improvements are completed and the new access road is ready. Mayor Yackey stated that Palmers are pleased with the road repairs that Duckels has made thus far (gravel placement), but the asphalt would be better. Following discussion, Trustee Lewis moved to approve the asphalt work, even if it is a stand alone project, at an estimated cost no higher than \$5,000, at the end or close to the end of the project. Trustee Drust seconded the motion and the motion passed unanimously on the following roll call vote: Lewis-yes, Yackey-yes, Ashley-yes, and Drust-yes.

Wastewater system improvements update

Clerk Ray reported that there has still been no response from Colorado Department of Public Health and Environment (CDPHE) regarding the modification form that was submitted on the wastewater permit. Mr. Sackett said he would check the status of the request with CDPHE. The Small Communities Water and Wastewater grant applications are due November 16, 2016, and there is a webinar tomorrow regarding completing the application and the other information that needs submitted, which Clerk Ray is planning to attend. Mr. Sackett will follow up with Barry Cress at Department of Local Affairs (DOLA) to see if the Town can still use the data from the 2012 income survey on this application. The Clerk reported that the Town did receive the \$10,000 for the previous planning grant.

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Ongoing report on Royal Hotel fire clean up and consideration of action if needed

Clerk Ray reported on the work session that the Routt County Commissioners held on September 7, saying that not much has changed since her last report. The CDPHE representatives had indicated that they have little to no experience with property owners ignoring property clean up orders. The Colorado Attorney General's office is still in the process of issuing the "official" order to Mr. Ager to clean up the property. The Town extended the fencing agreement for 6 months at a cost of \$400.00. Clerk Ray noted that the Routt County Commissioners asked her to get a price to purchase the fencing, as the county would be able to use it when it is no longer needed at the Royal Hotel site. She has not requested that pricing yet.

NEW BUSINESS

Consideration of renewal of Antlers Café, Inc. DBA Antlers Café hotel and restaurant liquor license

Clerk Ray reported that the paperwork is in order, fees paid, and there have been no violations that she is aware of. Trustee Lewis moved to approve renewal of the Antlers Café, Inc., dba Antlers Café hotel and restaurant liquor license. Trustee Drust seconded the motion and the motion passed on roll call vote: Yackey–yes, Ashley–yes, Drust–yes and Lewis–yes.

Consideration of replacement for Dan Craig on Yampa/White/Green Basin Roundtable

The Town received Dan Craig's letter of resignation as the Routt County municipal representative on the Yampa/White/Green Basin Roundtable. Trustee Drust who has attended the roundtable meetings on behalf of the Town for several years, spoke in support of Kelly Heaney and moved to approve Ms. Heaney becoming the Routt County municipal representative. Trustee Lewis seconded the motion and the motion passed unanimously on voice vote.

Confirmation of bids for Routt County 2015 surplus auto sales

The Routt County 2015 surplus auto sale occurred on October 2 and prior to that, the Town Board prepared the following bids from the information available: Vehicle Number 784, 2003 F250 Reg Cab Longbed Pu-bid amount \$3,505 and Vehicle Number 834, 2008 Ford F250 Ext Cab Pu-bid amount \$4,755. Vehicle Number 784 was the Board's first choice and Vehicle Number 834 was their second choice. For the record, Trustee Ashley moved to confirm these were the Town of Yampa's bids. Trustee Lewis seconded the motion and the motion passed unanimously on voice vote. The Clerk noted that neither bid was successful.

Consideration of Recognition of Friends of Gateway Yampa, LLC as an ad hoc committee for the Town of Yampa working under the South Routt Economic Development Council

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(SREDC) as the umbrella organization and discussion regarding the role of Friends of Gateway Yampa, LLC moving forward

Clerk Ray reminded the Town Board that both Noreen Moore and Donna Corrigan attended the May town board meeting and Ms. Moore asked the Town Board to approve the Friends of Gateway Yampa, LLC as an ad hoc committee for the Town of Yampa working for the beautification and betterment of the town. She had explained that the Friends of Gateway Yampa, LLC would be working under the SREDC as the umbrella organization. Ms. Moore was told that the Town Board could not make a decision that night, but that consideration of the request would be on the June meeting agenda. The Clerk failed to put it on the June meeting agenda or any subsequent meeting agenda until this meeting. Trustee Lewis moved to approve the Friends of Gateway Yampa, LLC as an ad hoc committee for the Town of Yampa for the beautification and betterment of the town. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Ms. Moore and Ms. Corrigan explained to the Board that they would like to continue to explore ways to assist the town, both with beautification and economic development. They reminded the Town Board that they had had a strong contingent of volunteers this past summer and had been instrumental in getting the funding for the signage plan. They noted that they continue to be concerned with the lack of progress on the Royal Hotel clean up. They asked if there would be any money available in the Town's budget to assist them with their efforts this coming summer, such as with the flowers, etc. and overall just wanted to stay in communication with the Town Board. The Town Board thanked them for their efforts thus far and said that their questions regarding funding would be considered during the Town's budget preparations. The Town Board did ask that the group keep them apprised of any proposed projects to insure that they comply with Town regulations.

Confirmation of approval of letter of support for Museum & Heritage Fund Advisory Board (MAHFAB) grant application by Northwest Colorado Cultural Heritage Program (NWCCHP) for interpretive sign for the Royal Hotel

Trustee Ashley moved to confirm approval of the letter of support for the MAHFAB grant application by the NWCCHP for an interpretive sign for the Royal Hotel. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

PUBLIC WORKS DEPARTMENT

Water testing results

The water testing results were in the board and audience packets for review. There were no questions.

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Wastewater nutrient testing results

The wastewater nutrient testing results were in the board and audience packets for review. There were no questions.

Sewer service line repairs at Bill & Brenda Northrop's and Nick & Audra Rettedal's

PWS Berry reported that Rettedals' sewer line was plugged. He said he thought that the line was old Schedule 35 and had an angle to it that caused the sewer line to plug up. He believes that the repairs that were made will alleviate the problems, but he recommended to them that they flush the line every 3 months or so. The Northrops' repair was the same weekend. A part of the line had been crushed coming out of the shop and was easily repaired.

Aerator motor report

PWS Berry reported that the aerator motor is ordered, but he doesn't know if it has shipped. He has tried to reach his contact at Munro Supply, but has not made connections for an update at this time.

Repair of potholes on Main Street

PWS Berry reported that he got three of the four potholes filled and he picked up more product to do the 4th one. He said he would look at the ones at the Third and Main intersection to make sure they are holding up and he'll repair them if they need it.

On going work

Mayor Yackey asked the status of the 3-way signs for the stop signs at Main and Fifth streets and the fire hydrant in River Park. PWS Berry said he has the 3-way signs, but they are not mounted on the stop signs yet. The parts for the fire hydrant should be here by the end of the week. PWA Samuelson has been grading streets and doing maintenance on the fire hydrants, including flushing them. Mayor Yackey asked about the status of the siphon; PWS Berry said it has not been shut off yet. Clerk Ray asked about the town shop roof; PWS Berry said he has nothing to report yet, but he hopes it will be repaired by the end of the week.

CLERK'S REVIEW OF POSSIBLE CODE VIOLATIONS (IF ANY) AND REQUIRED ACTION (IF ANY) AND REPORT OF ON-GOING BUSINESS

Code violations

Clerk Ray reported that she has no new code violations to report, nor has she received any information from Attorney Weiss regarding the set back violation at Bobby Wyatt's.

On going business

Clerk Ray reported that she sent the information she had to Attorney Weiss regarding the North entrance sign property presently owned by Evelyn Kennedy so his office could get the necessary documents prepared for the Town to acquire the property. Attorney Weiss researched Mr. Ron Cordova's complaint regarding the lack of late charge information on the Town's water/sewer bills. Attorney Weiss reported to the Clerk that he found nothing in state statute requiring the late charge policy be placed on the water/sewer bill. He noted that any PUC rule on the issue, if there was one, would not apply to the Town's municipal water/sewer bills because the Town is not regulated by the PUC. Clerk Ray sent a letter to Mr. Cordova giving him the attorney's response; she also told him that Deputy Clerk Phillips is working with the Town's software company to have the late charge information on the water/sewer bills as the Town Board agreed that it would be a good idea. Clerk Ray stated that she forgot to report at the September meeting that the Town received three hard copies of the Source Water Protection Plan (SWPP) and nine cds from Colleen Williams who prepared the plan. If any one wants a cd, please let Clerk Ray know. The drinking water protection area signage order was placed September 26. Four were ordered. The fully executed Yampa Gateway & Signage Memorandum Of Understanding (MOU) was received and the matching funds were received. The title policy on the water storage tank property was received. The original was filed in the Town safe and a working copy will be kept on file in the Clerk's office. Work continues on the budget and filing.

REPORTS OF COMMITTEES

Friends of Crossan's (FOC)

FOC President Jeff Drust reported that research continues on getting the scope of work and budget in line to proceed with the project. The Town received \$5,000 from the Yampa Valley Community Foundation (YVCF) and an additional \$500 from one of their donors.

MEETING REPORTS

Yampa/White/Green Basin Roundtable report

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

Flat Tops Trail Scenic and Historic Byway Assessment report

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

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SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

Trustee Lewis moved to have workshops on October 14, 21 and 28 for budget work. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

Trustee Drust stated that Dan Craig needs a thank you letter for his several years of service on the Yampa/White/Green Basin Roundtable.

READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Clerk Ray reported that an anonymous letter addressed to the town board was left in the night drop requesting that the town board speak with Paul Zywicki to ask that the flags at his home be removed. The Town Board felt that this was not their place. Notification from CDPHE regarding the Long-Term 2 Enhanced Surface Water Treatment Rule Requirements for Reclassified Groundwater Under the Direct Influence of Surface Water Systems was received. PWS Berry noted that he made CDC aware of the requirements for Yampa's system as outlined in the letter. Clerk Ray passed out the renewal information for the health insurance and asked the town board members to look at it and bring the paperwork with them for discussion at the budget workshops as it will need to be an agenda item for the November meeting. Other correspondence was circulated. None required action.

REVIEW FINANCIALS (IN PACKET), METER READING REPORT AND JULY INVOICES

The September financials and September invoices with completed vouchers were circulated for review. There were no questions. The August and September meter reading reports were circulated for review.

READING AND PAYMENT OF BILLS

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

ADJOURNMENT

Prior to adjournment, Mayor Yackey noted that he had seen and thanked PWA Samuelson for the good job he did at securing the fence at the Royal Hotel site. 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 9:12 pm.

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Thomas E. Yackey, Mayor

Janet L. Ray, Town Clerk

April 6, 2016