

Town of Yampa
November 4, 2015 minutes

TOWN OF YAMPA
NOVEMBER 4, 2015
YAMPA TOWN HALL

BOARD MEMBERS PRESENT: Mayor Tom Yackey, Mayor Pro-Tem Mike Lewis, Trustees Brian Ashley, and Jeff Drust (arrived at 7:02 pm)

BOARD MEMBERS ABSENT: Tom Estes

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

AUDIENCE PRESENT: Michael French, Randy Sackett and Bob Weiss

CALL TO ORDER

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

ROLL CALL

Board roll call was taken.

AUDIENCE PARTICIPATION – NON-AGENDA ITEMS

Michael French reported that in October there was a long, loud, and very disruptive party at the Ladies Aid Hall (LAH). He said it went until 2:00 am. When one of the attendees was leaving the party, he or she ran into his truck which was parked outside his house and caused \$11,500 worth of damage. He said that it is not the first party the people have had at the LAH and they are always very disrespectful. He asked that the town board review their LAH use policies.

AUDIENCE PARTICIPATION – SCHEDULED ITEMS

Attorney Bob Weiss – visit with the Board

Attorney Weiss was present to visit with the town board and to go over some basic fundamentals of serving on the board. In general, he reminded the town board members that they should do everything in an ethical manner, respect and follow the open meeting and public record laws, and to avoid conflicts of interest. Specifically, he talked about the condemnation proceedings on the infiltration gallery and how the process would play out.

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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 gave a summary of the pay requests to date and the status of State Revolving Fund (SRF) compliance and reviewed some miscellaneous items. Mr. Sackett noted that the work is still on schedule for substantial completion at the Water Treatment Facility (WTF) by mid December. Clerk Ray passed around the documentation on pay request #3, which will be read with the other bills later in this meeting and for board review the agendas and minutes from the construction meetings and job site meetings that have taken place since the October town board meeting. Clerk Ray said she filed the Small Communities grant report that was due October 20. Attorney Weiss completed the latest draft of the Palmer easement and access agreement, which Clerk Ray needs to review. Clerk Ray said she is working on the required reports for the Department of Local Affairs/Energy Impact Assistance Fund (DOLA)(EIAF) grant as she is behind on them. Mayor Yackey spoke to the concerns voiced previously by Glen (Andy) Dunlap regarding the Upper Bird Ditch and the water storage tank emptying into it and said that he believes Mr. Dunlap understands how the process will work and is okay with it; however, it brought to light that all of the ditch owners need to be contacted in writing so they know what is going on. Mayor Yackey got a list of the Upper Bird Ditch owners, with mailing addresses. Mr. Sackett volunteered to draft a letter for the Town to send the ditch owners. Travis Pinnt who owns property on the west side of the cattle guard on Watson Creek Trail spoke with Mayor Yackey regarding some damage to the cattle guard. Duckels is to repair several bent cross bars and supply finer road base on the west side of the cattle guard to provide a smoother transition for Watson Creek Trail traffic. Late this afternoon, Mr. Sackett had emailed Clerk Ray the FCC license application to complete for the scada system, which she will work on tomorrow. It was noted that there is a \$375 fee that must accompany the application.

Wastewater system improvements update

Mr. Sackett explained that the schedule that the Town, with CDC's assistance, presented to CDPHE regarding compliance on the wastewater plant is not appearing to allow adequate time to deal with funding opportunities and data collection and review, etc. There is a comment period for the permit modification that the Town submitted and Mr. Sackett said and CDC personnel are thinking that the Town needs to send comments that request a longer time period to bring the plant into compliance. Clerk Ray added that she participated in the webinar yesterday regarding the Small Communities grant application process.

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

Clerk Ray reported that she had asked Routt County Attorney Erick Knaus if he had any new information. He replied that he had been contacted by a new Attorney General assigned to the case who was introducing herself, but as far as he knew, the state had not taken any action. Clerk Ray said she still has not contacted the fence company to get a purchase price on the fence as requested by the county.

NEW BUSINESS

Consideration of approval to continue to provide health insurance through Rocky Mountain Health Plans

Trustee Lewis moved to approve the Town continuing to provide health insurance for the town employees through Rocky Mountain Health Plans, specifically Rocky Mountain Range HMO Gold 500/80 - \$35. Trustee Drust seconded the motion and the motion passed unanimously on voice vote. Trustee Lewis moved to continue the Landmark Chiropractic Benefit for the town employees. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Preliminary Christmas preparations

Mayor Yackey will ask Santa to come to Yackey Park on Christmas Eve to visit with the children and pass out the goody bags. Mr. Berry will ask the fire department to assist with delivering Santa to the tree in Yackey Park. Mr. Drust will make sure the Christmas Star is lit. Clerk Ray asked that the Christmas tree for town hall be here on or around December 1. She also asked that the lights be turned on on the tree in Yackey Park and the other decorations be put up around the same time. Public Works personnel will check the "Santa is coming" sign and make any needed repairs prior to December 17 when it will be displayed. Clerk Ray will ask Yampa Valley Electric Association (YVEA) to sponsor the lighting contest. Ken Montgomery is checking on the availability of the South Routt Bucs for the lighting contest prizes. The townspeople will be asked to pick their favorite decorated home. The town will sponsor the ham drawing for the townspeople who vote in the lighting contest. Popcorn balls will be made at the Estes's home on Monday, December 21, 6:30 pm and the candy bags will be put together on Tuesday, December 22, 10:00 am, at Town Hall. Ken Montgomery is ordering the candy for the candy bags. Clerk Ray and Deputy Clerk Phillips will prepare the Senior Citizen list for Santa to deliver candy bags after the visit with the young people at the tree on Christmas Eve. Clerk Ray will make sure that someone provides cookies and that someone is available to serve the refreshments Christmas Eve. Mr. Drust will hook up the music and set up the decorations at Santa's chair in Yackey Park.

Clerk Ray reported that the Town of Yampa was asked to participate in the Shop Local Campaign again this year. Trustee Lewis moved to have Town of Yampa participate in the

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Shop Local Campaign with a \$100 contribution to the Town of Oak Creek to help offset expenses and the Yampa Town Hall will serve as a drop off location for the entries. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

PUBLIC WORKS DEPARTMENT

Wastewater aerator replacement

PWS Berry reported that the aerator replacement is here, but hasn't been installed. Mayor Yackey stated that it needs installed as soon as possible due to the fact that weather constraints will soon be a factor. PWS Berry said he would get it done.

QQ report

PWS Berry's report was available at this meeting to both town board and audience. There were no questions.

On going work

PWS Berry said that he had been working with the contractors and engineers on the water treatment facility improvements project and PWA Samuelson had been touching up streets. Yackey asked about the status of the siphon; PWS Berry said it has been shut off. Mayor Yackey asked the status of the 3-way signs for the stop signs at Main and Fifth streets; PWS Berry said he had not had time to mount them yet. Mayor Yackey suggested that if PWA Samuelson had some time, perhaps he could get them mounted. PWS Berry reported a low chlorine incident. He had made an adjustment to the feed pump and didn't know if he turned it off when he made the adjustment or what happened, but it was off. It was off about a half a day. He found the problem in the evening and got it turned back on.

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 there had been a lot of vandalism happening around town and she had encouraged the people that spoke to her to file reports with the sheriff's department. She is sharing this information with the town board so they can be watching out for things as well. The unofficial election results on Yampa's broadband question were: Yes/For 112,

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No/Against 29. Work has continued on the 2016 budget and the filing. There will be a Yampa Gateway signage meeting on November 18, 1:00 pm, Yampa Town Hall.

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. FOC will sell burritos at the craft fair on November 21.

MEETING REPORTS

Museum & Heritage Fund Advisory Board

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

Routt County Building Department Oversight Committee

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

SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

Trustee Lewis moved to have a workshop on November 18 to continue finalizing the budget. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

It was asked if establishing the rules and regulations for the use of the Ladies Aid Hall should be an agenda item. Clerk Ray said that creating a policy for use of the Ladies Aid Hall has been on the to do list for a very long time and has been pushed back like everything else because of the additional work caused by the water treatment facility improvement project. She noted that unless someone was ready to prepare the policies, they would have to wait like many other projects on the list.

READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Clerk Ray reported that Kelly Romero-Heaney emailed thanking the town board for voting for her to represent the municipalities on the Yampa/White/Green Basin roundtable. She also asked who her main point of contact should be when it comes to matters regarding the roundtable and water supply planning in the basin. Trustee Lewis moved to inform her that

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Trustee Drust will be Yampa's point of contact on roundtable and water supply planning matters. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote. Notification from CDPHE was received that monitoring for DI(2-ETHYLHEXYL)ADIPATE has been reduced to 1 sample every year beginning January 1, 2016 from sampling every quarter. A stipulation, agreement, and order, #SA 15-296, was received from the Executive Director of the Department of Revenue in the matter of Kum & Go, LC, D/B/A Kum & Go, #900 and the selling, serving, giving, or procuring of fermented malt beverage to a nineteen year old Liquor Enforcement Division underage purchaser. The Clerk noted that this information would be part of the liquor license renewal application when the Town Board hears the renewal request. Other correspondence was circulated. None required action.

REVIEW FINANCIALS, METER READING REPORT AND OCTOBER INVOICES

The October financials were in the town board and audience packets for review. There were no questions. October invoices with completed vouchers were circulated for review and the October meter reading report was circulated for review. There were no questions.

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 9:14 pm.

Thomas E. Yackey, Mayor

Janet L. Ray, Town Clerk

April 6, 2016